

Hanford Elementary School District

1/80

REGULAR BOARD MEETING AGENDA

Wednesday, June 11, 2014

HESD District Office Board Room
714 N. White Street, Hanford, CA

OPEN SESSION

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

CLOSED SESSION

- **Student Discipline** (*Education Code Section 48918...requires closed sessions in order to prevent the disclosure of confidential student record information.*)
Administrative Panel Recommendations and Readmissions
Case# 14-12 - Roosevelt
- **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.*)
 - Public Employee Discipline/Dismissal/Release (GC 54947) – Certificated
 - Public Employee Performance Evaluation (GC 54957) – Superintendent

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) Accept warrant listings dated May 23, 2014; and May 30, 2014.
- b) Approve minutes of Regular Board Meeting May 28, 2014.
- c) Approve donations of \$818.85 from Roosevelt Parent Teacher Club to Roosevelt School. (Carrillo)
- d) Approve donation of \$1,000.00 from Washington Parent Teacher Club to Washington School. (Rubalcava)
- e) Approve donation of \$500.00 from Roll Giving – Paramount Community Giving to Hamilton School. (Flores)

6:10 p.m. **PUBLIC HEARING : 2014-15 Local Control Accountability Plan and District Budget (White)**

- *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) Receive for information Tentative Agreements between the Hanford Elementary School District (HESD) and Hanford Elementary Teachers' Association (HETA) for 2014-15 contract re-openers. (Williams)

4. BOARD POLICIES AND ADMINISTRATION

- a) Hear public input and accept Hanford Elementary School District's (HESD's) initial proposal for a successor agreement with Classified School Employees Association (CSEA), beginning with the 2014-2015 school year. (Williams)
- b) Hear public input and accept Classified School Employees Association's (CSEA's) initial proposal for a successor agreement between Hanford Elementary School and CSEA, beginning with the 2014-15 school year. (Williams)
- c) Consider approval of a consultant contract with The Leadership and Learning Center – Houghton Mifflin Harcourt. (Gabler)
- d) Consider award of bid for the roof replacement of the Woodrow Wilson gym. (Mulligan)
- e) Consider approval of consultant contract with "Kids Invent!" through Lyles Center for Innovation and Entrepreneurship – California State University, Fresno. (Gomez)

5. PERSONNEL (Williams)

a) Employment

Certificated, effective 8/11/14

- Lauren Avina, Teacher, Probationary I
- Laura Kishman, Teacher, Probationary I
- Victoria Sands, Teacher, Probationary I
- Isabel Vega, Teacher, Intern

Temporary Employees/Substitutes/Yard Supervisors

- Roberto Ibarra, Substitute Yard Supervisor, effective 5/19/14

b) Short-term Employment

CLASSIFIED STAFF – Extended Learning Opportunities

Migrant Summer School Program at Burris Park 6/10/14 – 6/30/14

- Paige Hartshorn, Special Education Aide – 6.0 hrs., Richmond, effective 6/12/14 to 6/27/14
- Audreyana Hernandez, Lead READY Program Tutor – 6.0 hrs., Richmond, effective 6/12/14 to 6/27/14
- Rachelle Vasquez, Special Education Aide – 6.0 hrs., Richmond, effective 6/12/14 to 6/27/14

Migrant Summer School and West Hills 5C's Program at Richmond and Science Camp at Burris Park 6/10/14 – 6/30/14

- Robert Leon, Bilingual Student Specialist – 8.0 hrs., Richmond/Burris Park, effective 6/12/14 to 6/27/14
- Maria Rodriguez Olivera, Bilingual Clerk Typist II – 8.0 hrs., Richmond/Burris Park, effective 6/12/14 to 6/27/14

Special Education Summer School 6/12/14 – 7/11/14

- Catherine Castaneda, Special Education Aide – 4.5 hrs., Richmond, effective 6/16/14 to 7/11/14

Seamless Summer Meal Program

- Corina Carrera, Cook/Baker – 5.5 hrs., Food Services, effective 7/7/14 to 8/1/14
- Samantha Cortez, Yard Supervisor – 1.75 hrs., Lincoln, effective 6/9/14 to 8/1/14

- Teresita Espinoza, Yard Supervisor – 1.75 hrs., Richmond, effective 6/9/14 to 8/1/14
- Veronica Grever, Food Service Worker I – 2.5 hrs., Roosevelt, effective 6/9/14 to 8/1/14
- Loretta King, Yard Supervisor – 1.75 Roosevelt, effective 6/9/14 to 8/1/14
- Deborah Lupton, Food Service Worker I – 2.5 hrs., Roosevelt, effective 6/9/14 to 8/1/14
- Araceli Mandujano, Food Service Worker I – 2.5 hrs., Lincoln, effective 6/9/14 to 8/1/14
- Daisy Maya Gaona, Food Service Worker I – 2.5 hrs., Lincoln, effective 6/9/14 to 8/1/14
- Diana Medellin, Food Service Supervisor – 5.5 hrs., Food Services, effective 7/11/14 to 7/28/14
- Melissa Mullins, Food Service Worker I – 2.5 hrs., Richmond, effective 6/9/14 to 8/1/14
- Anneliese Roa, Food Services Program Manager – 5.5 hrs., Food Services, effective 6/20/14 to 7/10/14
- Lucy Rose, Food Service Worker I – 2.5 hrs., Richmond, effective 6/11/14 to 8/1/14
- Wendi Santimore, Cook/Baker – 5.5 hrs., Food Services, effective 6/9/14 to 7/3/14

c) Resignations

- Thane Cutler, Substitute READY Program Tutor, effective 5/23/14
- Summer Dalafu, Special Education Aide – 5.0 hrs., Hamilton, effective 4/25/14
- Ruben Esparza Jr., Substitute Groundskeeper I and Warehouse/Reprographic and Mail Technician, effective 3/22/14

d) Retirement

- Georgeann Cloud, Teacher, Hamilton, effective 6/6/14
- Manuel Silveira, Irrigation Specialist – 8.0 hrs., Grounds/DSF, effective 6/30/14

e) Promotion/Transfer

- Maribel Aguilera, from Bilingual Clerk Typist II – 8.0 hrs., Richmond to School Operations Officer – 8.0 hrs., Roosevelt, effective 7/30/14
- Julie Pulis, from Learning Director, Kennedy, to Principal, Monroe, effective 7/30/14

f) Voluntary Reduction in Work Year and Transfer

- Shereese Rose, from Account Technician III – Accounts Payable/Procurement – 8.0 hrs., (12 mos.), Fiscal Services to Student Specialist – 8.0 hrs., (11-mos.), Washington, effective 7/30/14

g) Leave of Absence

- GaNelle Mitchell, Yard Supervisor – 2.5 hrs., Lincoln, effective 4/28/14 to 6/6/14, medical

h) Ratify Assistant Superintendent Employment Contracts for 2014-15 (Gov. Code Section 53262)

- Joy Gabler, Curriculum, Instruction and Professional Development
- Nancy White, Fiscal Services
- Jaime Martinez, Human Resources
- Diane Williams, Human Resources

i) Salary/Wage Schedules for 2014-15

- Management/Professional Specialist/Confidential Salary Schedule (Interim)
- Classified Salary Schedule (Interim)
- Classified, Substitute/Temporary Wage Schedule (final)

j) Volunteers

<u>Name</u>	<u>School</u>
Monica Carrillo	Monroe
Sarabeth Bello	Washington
Kimber Snowden	Washington

6. FINANCIAL (White)

- a) Consider approval of Resolution #18-14: Board Delegation of Powers/Duties of Governing Board (Ed. Code Section 35161).
- b) Consider approval of legal services agreements and fees for fiscal year 2014-15.
- c) Consider approval of consultant contract with Government Financial Strategies.
- d) Consider approval of consultant contract with Mangini Associates, Inc. – TPM.
- e) Consider approval of Resolution #19-14: Employer Paid Member Contribution Resolution.
- f) Consider approval of Certification of Signatures.

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas
DATE: May 19, 2014

For: ☒ Board Meeting
☐ Superintendent' s Cabinet
☐ Information
☒ Action

Date you wish to have your item considered: June 11, 2014

ITEM: Student Discipline: Administrative Panel Recommendations

PURPOSE:

Case# 14-12 – Roosevelt

Hanford Elementary School District
Minutes of the Regular Board Meeting
May 28, 2014

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on May 28, 2014, at the District Office Board Room, 714 N. White Street, Hanford, CA.

Call to Order	Vice President Garner called the meeting to order at 5:30 p.m. Trustees Hernandez, and Hill were present. Trustees Jay and Revious arrived at 5:33 p.m.
Closed Session	Trustees immediately adjourned to closed session for: <ul style="list-style-type: none"> • Student Discipline • Conference with Labor Negotiator (GC 54957.6) – HETA & CSEA • Public Employee Performance Evaluation (GC 54957) - Superintendent <p>Trustees returned to open session at 6:27 p.m.</p>
HESD Managers Present	Dr. Paul J. Terry, Superintendent, and the following administrators were present: Donnie Arakelian, Kristina Baldwin, Doug Carlton, Anthony Carrillo, Debra Colvard, Ramiro Flores, Joy Gabler, Lucy Gomez, Jaime Martinez, Karen McConnell, Gerry Mulligan, Jennifer Pitkin, Jill Rubalcava, Liz Simas, Nancy White, and Diane Williams.
Expulsion #14-11	Trustee Hernandez made a motion to accept the Findings of Facts and expel Case #14-11 for the remainder of the 2013-14 school year and the first semester of the 2014-15 school year for violation of Education Code 48915 as determined by the Administrative Panel at Hearings held on May 19, 2014. Parents may apply for readmission on or after January 9, 2015. Trustee Garner seconded; motion carried 5-0: <ul style="list-style-type: none"> Garner – yes Hernandez - yes Hill – yes Jay – yes Revious – yes
Revoke Admission #13-31	Trustee Hernandez made a motion to revoke readmission for Case #13-31 based upon the student's failure to abide by school and district rules upon return to regular school. Parents may apply for readmission on or after June 6, 2014. Trustee Revious seconded; motion carried 5-0: <ul style="list-style-type: none"> Garner – yes Hernandez - yes Hill – yes Jay – yes Revious – yes
Public Comments	None.
Board and Staff	Doug Carlton, Director Categorical Programs, stated that all schools just

- Comments** finished the first round of testing on ipads. The infrastructure and technology worked flawlessly and so this first go round was a great success.
- Requests to Address the Board at future meetings** None.
- Dates to Remember** Vice President Garner reviewed Dates to Remember: June 4th at 2:00 p.m. Junior High Promotion Events; last day of school June 6; next regular board meeting June 11.

INFORMATION ITEMS

- District's Initial Proposal to CSEA** Diane Williams, Assistant Superintendent Human Resources, presented for information the District's Initial Proposal for a Successor Agreement between Hanford Elementary School District (HESD) and California School Employees Association (CSEA).
- CSEA's Initial Proposal to HESD** Diane Williams, Assistant Superintendent Human Resources, presented for information California School Employee's (CSEA's) Initial Proposal for a Successor Agreement between Hanford Elementary School District and CSEA.

CONSENT ITEMS

Trustee Garner made a motion to take consent items "a" through "g" together. Trustee Hernandez seconded, motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

Trustee Garner then made a motion to approve consent items "a" through "g". Trustee Hernandez seconded, motion carried 5-0:

Garner – yes
Hernandez - yes
Hill - yes
Jay - yes
Revious – yes

The items approved as follows:

- a) Warrant listings dated May 9, 2014; and May 16, 2014.
- b) Minutes of May 14, 2014 Regular Board Meeting.
- c) Donations to Hamilton School: \$126.20 from Box Tops for Education; \$2,000.00 from Parent Teacher Club.
- d) Donation of \$2,307.24 from Jefferson Parent Teacher Club to Jefferson School.
- e) Donation of \$3,154.04 from Jefferson Parent Teacher Club to Jefferson School.
- f) Donation of \$1,000.63 from Jefferson Parent Teacher Club to

Jefferson School.

- g) Donation of \$866.40 from Box Tops for Education to Roosevelt School.

Trustee Revious publicly acknowledged and thanked Jefferson Parent Teacher Club and Box Tops for Education for their generous donations to our schools.

BOARD POLICIES AND ADMINISTRATION

Resolution #16-14 Trustee Revious made a motion to consider approval of Resolution #16-14 Ordering Governing Board Member Elections; Consolidation of Elections and Specifications of the Election Order. Trustee Hill seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

Out-of-state travel Trustee Garner made a motion to approve out-of-state travel for one band teacher to attend VanderCook School of Music Las Vegas, Nevada June 23-27, 2014. Trustee Hernandez seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

License Agreement Trustee Hill made a motion to renew License Agreement with Amplify, formerly Intel-Assess, Inc. Trustee Hernandez seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

Consultant Contract Trustee Hernandez made a motion to approve consultant contract with Pearson enVision math. Trustee Garner seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

Consultant Contract Trustee Garner made a motion to approve consultant contract with Rick Morris, Creator New Management, Inc. Trustee Hernandez seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

**Consolidated
Application for
Funding**

Trustee Hill a motion to approve Consolidated Application for funding Categorical Programs (Spring Release). Trustee Revious seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

**Title I Parent
Involvement Policy**

Trustee Hill made a motion to approve District Title I Parent Involvement Policy (BP 6020). Trustee Hernandez seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

**Roof Replacement
bids for WW gym**

Trustee Garner made a motion to authorize solicitation of bids for the roof replacement of Woodrow Wilson gym. Trustee Hernandez seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

Consultant Contract

Trustee Hill made a motion to approve consultant contract with T.W.B. Inspections for providing construction inspection for nine (9) relocatable classrooms to be placed at the following schools: 4 – Richmond School; 5 – Lincoln School. Trustee Revious seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

PERSONNEL

Trustee Hernandez made a motion to take Personnel items "a" through "n" together. Trustee Garner seconded and motion carried 5-0:

Garner – yes
Hernandez - yes

Hill – yes
Jay – yes
Revious – yes

Then Trustee Hernandez made a motion to approve Personnel items "a" through "h". Trustee Garner seconded, and the motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

The following items were approved:

***Item "a" –
Employment***

Certificated, effective 8/11/14

- Janie Everett, Teacher, Probationary I
- Jodi Prodoehl, Teacher, Probationary I
- Jennifer Peterson, Teacher, Probationary I
- Nadira Sutton, Teacher, Probationary I

Temporary Employees/Substitutes/Yard Supervisors

- Carol Jenkins, Substitute Clerk Typist I, effective 5/10/14
- Jacob Martinez, Substitute Custodian I, effective 5/5/14
- Melina Temores, Substitute Yard Supervisor, effective 5/9/14
- Jesse Thompson, Substitute Yard Supervisor, effective 5/7/14
- Brandy Torres, Short-term Yard Supervisor – 1.0 hr., King, effective 5/5/14 to 6/6/14

***Item "b" –
Short-Term
Employment***

Short-term Employment

CERTIFICATED STAFF – Extended Learning Opportunities

Migrant Summer School Program at Burriss Park 6/10/14 – 6/30/14

- Omar Fierro, Lead Teacher, effective 6/10/14 to 6/30/14
- Gabriel deLeon, Teacher, effective 6/11/14 to 6/27/14
- Diego Moreno, Teacher, effective 6/11/14 to 6/27/14
- Steven Mueller, Teacher, effective 6/11/14 to 6/27/14
- Juan Padilla, Teacher, effective 6/11/14 to 6/27/14
- Jeremy Princetta, Teacher, effective 6/11/14 to 6/27/14
- Isaias Serrato, Teacher, effective 6/11/14 to 6/27/14
- Stephanie Tatro-Parks, Teacher, effective 6/11/14 to 6/27/14
- Allyson Whitmer, Nurse, effective 6/12/14 to 6/17/14

Migrant Summer School Program at Lee Richmond 6/11/14 - 6/27/14

- Josefa Bustos-Lopez, Teacher, effective 6/11/14 to 6/27/14
- Josie Cavanaugh, Teacher, effective 6/11/14 to 6/27/14
- Rose Flores, Teacher, effective 6/11/14 to 6/27/14
- Ruth Hernandez, Teacher, effective 6/11/14 to 6/27/14
- Jana Jasso, Teacher, effective 6/11/14 to 6/27/14
- Trini Perez, Teacher, effective 6/11/14 to 6/27/14
- Lupe Yadeta, Teacher, effective 6/11/14 to 6/27/14

Special Education Summer School 6/12/14 – 7/11/14

- Jennifer Levinson, Teacher, effective 6/12/14 – 7/3/14
- Charles Cole, Teacher, effective 7/3/14 to 7/11/14

***Item "c" –
Resignations***

- Angela Byars-Roberg, Yard Supervisor – 2.0 hrs., Roosevelt, effective 5/14/14

- Margie Mendiola, Yard Supervisor – 3.0 hrs., Simas, effective 5/9/14
- Jennifer Shamp, Teacher, Simas, effective 6/6/14
- Lucia Stiner, Yard Supervisor – 3.25 hrs., Kennedy, effective 6/6/14

***Item "d" –
Termination of
Employment***

- Jessica Szalai, Yard Supervisor – 2.5 hrs., Monroe, effective 6/6/14

***Item "e" –
Termination of
Probationary
Employment***

- Ashley Brackins, READY Program Tutor – 4.5 hrs., Richmond, effective 6/6/14
- Leandra Brieno, READY Program Tutor – 4.5 hrs., Roosevelt, effective 6/6/14
- Diane Hill, Food Service Worker I – 3.25 hrs., Richmond, effective 6/6/14
- Taylor Scaife, READY Program Tutor – 4.5 hrs., Hamilton, effective 6/6/14

***Item "f" –
Voluntary Transfer***

- Andy Calderon, Lead Custodian – 8.0 hrs., from Washington to Richmond, effective 6/10/14
- Linda Cruz, Media Services Aide – 5.5 hrs., from Richmond to Monroe, effective 7/30/14
- Kathleen Portugal, Media Services Aide – 5.5 hrs., from Monroe to Lincoln, effective 7/30/14

***Item "g" –
Administrative Transfer***

- Irene Church, Educational Tutor K-6 – 3.5 hrs., from Roosevelt to Monroe, effective 8/28/14
- Tim McNamara, Lead Custodian – 8.0 hrs., from Richmond to Washington, effective 6/10/14

***Item "h" –
More Hours***

- Tiffany Carpentieri, Student Specialist, from 5.5 hrs. to 8.0 hrs., Monroe, effective 7/30/14
- Guadalupe Gonzalez, Yard Supervisor, from 2.75 hrs., to 3.5 hrs., Hamilton, effective 5/16/14
- Denise Westlund, Student Specialist, from 5.5 hrs. to 8.0 hrs., Simas, effective 7/30/14

***Item "i" –
Decrease in Hours***

- Veronica Leach, Yard Supervisor, from 3.0 hrs. to 2.25 hrs., Hamilton, effective 5/16/14

***Item "j" –
Decrease in Hours***

- Patricia Edmond, Yard Supervisor – 1.25 hrs., Lincoln, effective 4/22/14 to 5/9/14, medical
- Loriann Riley, School Psychologist, 8/6/14 to 11/28/14, baby bonding

***Item "k" –
Leave of Absence***

- Migrant Services Specialist changed to Parent Liaison Specialist (revised)

***Item "l" –
Adopt Declaration of
Need***

- Adopt Declaration of Need for Fully Qualified Educators for 2014-2015 School Year (Title 5, 80026)

***Item "m" –
Annual Statement of
Need for Substitutes***

- The Governing Board of the Hanford Elementary School District declares that a sufficient number of credentialed teachers are not available to fill vacancies for substitute teaching during the 2014-2015 school year. Therefore, the District is filing an annual statement of need with the Kings County Office of Education to allow Emergency 30-day Substitute Permit holders to fill day-to-day substitute needs.

***Item "n" –
Volunteers***

<u>Name</u>	<u>School</u>
Jessica Fausto	Hamilton
Karen Guzman	Jefferson
Branden Barajas (HESD Employee)	Richmond
Raymond Damian	Roosevelt
Tiffany Watts	King

FINANCIAL

Resolution #17-14 Trustee Hill made motion to approve Resolution #17-14: Revision of the 2013-14 Budget. Trustee Hernandez seconded; motion carried 5-0:

Garner – yes
Hernandez - yes
Hill – yes
Jay – yes
Revious – yes

Adjournment There being no further business, Vice President Garner adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Paul J. Terry,
Secretary to the Board of Trustees

Approved:

James L. Jay III, President

Lupe Hernandez, Clerk

HANFORD ELEMENTARY SCHOOL DISTRICTAGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Anthony Carrillo

DATE: May 30, 2014

For: ☒ Board Meeting
☐ Superintendent's Cabinet

For: ☐ Information
☒ Action

Date you wish to have your item considered: June 11, 2014

ITEM: Consider acceptance of donation \$818.85 from Roosevelt Parent Teacher Club to Roosevelt School.

PURPOSE: For yearbook printing costs.

FISCAL IMPACT (if any): \$818.85 increase to account #: 0100-0000-0-1110-1000-571050-026-0000.

RECOMMENDATION (if any): Approve donation.

✓
14/80

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Jill Rubalcava

DATE: 5/23/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 6/11/14

ITEM: Donation of \$1,000.00 from Washington PTC to HESD Teacher instructional supplies

PURPOSE: Teacher instructional supplies

FISCAL IMPACT: 0100-0000-0-1110-1000-430001-028-0000

RECOMMENDATIONS: Accept Donation

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Ramiro Flores
DATE: 6/3/14
FOR: (X) Board Meeting
() Superintendent's Cabinet
FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM: Consider approval of donation \$500.00 from RollGiving – Paramount Community Giving to Hamilton School.

PURPOSE: For the purchase of instructional materials and classroom supplies.

FISCAL IMPACT: \$500.00 to account #0100-0000-0-1110-1000-430001-029-0000

RECOMMENDATION: Accept donation.

PUBLIC NOTICE

2014-2015 Budget Hearing

Public Hearings for the 2014-2015 Hanford Elementary School District Local Control Accountability Plan and District Budget will be held by the Trustees of the Hanford Elementary District on June 11, 2014, at 6:10 p.m. in the Board Room at 714 N. White Street, Hanford, California. Any taxpayer directly affected by the Hanford Elementary School District may appear before the Trustees of the Hanford Elementary School District and speak on the proposed budget or any item therein. The proposed budget may be inspected by the public from June 6, 2014, 7:30 a.m. to 4:30 p.m. through June 11, 2014, 7:30 a.m. to 4:30 p.m. in the Hanford Elementary School District Office – Fiscal Services Department at 714 N. White Street, Hanford, California.


Date to Publish: May 28, 2014

Paper to Publish: Hanford Sentinel
300 West Sixth Street
Hanford, CA 93230
(559)582-0471

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams 

DATE: June 2, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☒ Information
☐ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **June 11, 2014**

ITEM: Receive, for information, Tentative Agreements between Hanford Elementary School District (HESD) and Hanford Elementary Teachers' Association (HETA) for 2014-2015 contract re-openers.

PURPOSE: To meet the "sunshining" provisions of Government Code Section 3547 prior to approval of Tentative Agreements reached in collective bargaining.

A copy of the Tentative Agreement will be available, for review and comment by the public, in the Superintendent's Office from June 12, 2014 through June 25, 2014.

Board approval of the amendments to the collective bargaining agreement will be recommended at the June 25, 2014, regular Board meeting.

FISCAL IMPACT: Costs and funding sources are attached.

RECOMMENDATION: Receive for information only.

ARTICLE 11: SCHOOL CALENDARS AND WORK YEAR**A. Traditional School Calendar**

1. Returning teachers shall be required to report back to school no more than five (5) working days (this includes up to three (3) P.D. days) before students arrive for the beginning of the new school year. Teachers shall be required to participate in up to three (3) P.D. Days, one (1) day of management-directed staff training and one day for teacher instructional preparation. If it is necessary for the teacher to leave the school site for that preparation, the teacher shall notify the school site principal or school operations officer.
2. New teachers may be required to report to work no more than five (5) days in advance of returning teachers to participate in management-directed inservice training. They shall be compensated at the K-6 substitute teacher rate of pay based on ½ day or full day of work. In the event a teacher is hired after the school year has commenced, the principal shall be responsible for orientation prior to the teacher's being placed in a classroom, except in cases of emergency.

3. Effective July 1, 2013 ~~2014~~, the work year shall contain the following elements:

180 student days

1 teacher work day before students arrive

1 management-directed activity day before students arrive

2 Parent/Teacher conference days within the school year

2 Professional Development days

186 DAYS TOTAL

~~*For the 2013-14 school year, teachers shall be required to work only one of the two professional development days listed above on February 10, 2014.~~ For the 2014-15

school year and thereafter, teachers shall be required to work both of the two professional development days indicated above.

4. A minimum student attendance day shall be scheduled on the last day of school. A minimum day shall be scheduled on the days preceding ~~Labor Day in the 2013-14 school year~~ and Memorial Day ~~beginning in the 2014-15 school year~~, Winter recess, and Spring recess.
 - a. Inservices, staff meetings and other such District-initiated activities shall not be scheduled on the minimum days described above.
 - b. The beginning and ending times for instruction on minimum days shall be determined by the Administration in accordance with student transportation schedules.
5. Student Minimum days shall be scheduled for collaboration, P.D., portfolio days, employee recognition, additional parent conferences, and student assessment.
6. In the event an emergency necessitates the canceling of any student days at a school site or district-wide, only the number of days and minutes needed to comply with applicable State Education Code requirements shall be rescheduled.
7. Inservices, staff meetings, and other school site and/or District initiated activities shall not be scheduled on the student attendance day immediately preceding a scheduled holiday.

FOR THE DISTRICT:

FOR HETA:

 Diane Williams, Chief Negotiator Date
 Hanford Elementary School District

 Michael Rogers Date
 Negotiations Chair

**ARTICLE 18: EMPLOYEE GROUP HEALTH AND WELFARE INSURANCE
BENEFITS****A. Full-time Employees**

For each member of the bargaining unit who is a full-time employee, the District shall provide the following health and welfare benefits to the unit member and his/her eligible dependents; effective the first of the month following the first day in paid status or eligibility subject to timely submission of enrollment forms:

1. Medical Insurance:

Prudent Buyer Hospital/Prudent Buyer Professional Services medical insurance, Plan 80-D \$30.00, administered by Self-Insured Schools of California (SISC) under a Joint Powers Agreement (JPA). The benefits of the Plan shall be in accordance with the Plan description presented by SISC to the Association and any future amendments thereto approved by the JPA.

- a. The SISC medical insurance program shall include chiropractic services, a behavioral health program, and prescription drug benefits under a SISC pharmacy and mail order program.
- b. Disputed claims which have not been resolved by the normal claims administration process shall be directed to the SISC Claims Administrator according to the appeal process identified in the SISC Medical Plan Document.

2. Dental Insurance

An incentive 70, 80, 90, 100 percent dental insurance program.

3. Vision Insurance

A vision insurance plan substantially equal to the plan in effect on June 30, 1995.

4. **Life Insurance**

- a. A level term life insurance plan paying on the death of a bargaining unit member under age 65, from any cause ~~whatsoever—suicide excluded~~ **authorized by the plan provider**, the amount of fifty thousand dollars (\$50,000) to the beneficiary named by the unit member. Bargaining unit members over age 65 shall be eligible for a reduced benefit amount as set forth in the policy established by the insurance company. Benefits terminate upon retirement or upon termination of active employment (under age 65). However, early retirees may continue life insurance benefits at their own expense if they meet eligibility criteria of an employee retiring as stated under section F.1.b.

- b. ~~During unpaid leave for any reason, life insurance will be discontinued (per the insurance company) unless a waiver of premium is requested by the employee and approved by the insurance company.~~

5. Effective October 1, 2013 ~~2014~~ and continuing through September 30, 2014 ~~2015~~, the maximum monthly District contribution toward the total premium costs for these benefits set forth above shall be ~~\$1,019.11~~ **\$1,101.11** per month per employee or a maximum annual District contribution of ~~\$12,229.32~~ **\$13,213.32** for 2013-2014 ~~2014-2015~~ and thereafter unless otherwise negotiated by the parties.
6. Monthly payroll deductions beginning October 1, 2013 ~~2014~~ for the difference between the maximum District contribution and the actual cost established for bargaining unit members' total health benefit costs shall commence with the pay

warrant for the first month for which costs exceed the maximum District contribution defined in subsection 5. above.

7. During the term of this contract either party reserves the right to initiate and review possible changes in health benefits, cost containment, and/or retiree participation provisions. Any changes in Plan benefits shall be mutually agreed upon.
8. Changes in carriers are at the discretion of the District so long as the benefits provided by the new carrier are substantially equal to, or better than, the benefits provided by the previous carrier. ~~Should a change in preferred providers occur, the District and Association will make every effort to encourage current providers to sign up with the new carrier. Every effort shall include, but not be limited to, personal phone calls and letters from the District Superintendent and Association President.~~
9. Spouses, domestic partners and dependents of District employees who have health plan benefits through their employer shall use such benefits as primary coverage.
10. The following provisions shall regulate health benefit coverage:
 - a. A year's full-time service by the unit member shall entitle him/her to twelve (12) months of medical, dental, and vision insurance coverage.
~~This does not apply to retiring teachers who will move to the retiree group the first of the month following their last work-day.~~
 - b. A regular full-time teacher hired after the beginning of the school year who provides less than a full year, but at least four (4) months or more

of service during the instructional year, shall receive medical, dental, and vision benefit coverage through August 31 of that year. Life insurance ends on the last workday.

- c. For teachers whose employment is terminated prior to the fulfillment of their contract, the District contribution to insurance coverage shall be terminated on the first of the month following termination of employment. Life insurance ends on the last workday.

B. Part-time Employees

District support of those teachers who work less than full-time, shall be as follows:

1. Teachers who work at least half-time, but less than full-time, shall receive the proportionate amount of maximum District contributions extended to full-time teachers; and
2. Teachers who are contracted to work less than half-time shall receive no District support for insurance coverage.
3. Part-time teachers eligible for pro rata benefits shall have the following options in regard to insurance coverage:
 - a. Apply the District contribution to any one, several, or all of the available health plan(s), and authorize payroll deductions to make up the difference in cost, if any, for full coverage under the plan(s) selected.
 - b. Decline any segment of the program and not be covered by that part of the insurance program.
 - c. District contributions may be applied toward available District group medical health insurance plans only.

C. Health Insurance During Leaves of Absence

1. Paid Leave of Absence - Disability - The District shall pay the regular or prorated share of District contributions for the teacher's insurance coverage as described in this article throughout paid leaves due to illness, pregnancy, or disability.
2. Unpaid Family Care Leave - The District shall maintain the regular or prorated share of District contributions for the teacher's group medical, dental and vision insurance coverage provided that coverage was in place before he/she took the leave, for up to twelve (12) weeks of Family Care Leave per year. If the employee fails to return to district employment after the expiration of the leave, for any reason other than the continuation, recurrence, or onset of a serious health condition, other circumstances beyond his/her control, or returns to work and fails to either work for 30 days or retires, the employee shall reimburse the district for premiums paid during the family care and medical leave. (20 USC 2614; Government Code 12954.2; 29 CFR 800.213). For Family Care Leave exceeding twelve (12) weeks in any twelve-month period, the teacher may elect continuation of group insurance(s) at his/her own expense as described in subsection 3. below.
3. Unpaid Leave of Absence - During District-approved unpaid leave, except as provided for Family Care Leave, the District will make no contributions to the cost of insurance plans. It shall be the teacher's responsibility to make the required monthly premium payments toward his/her medical, dental, vision insurance coverage to the District when due if s/he elects to maintain insurance coverage during the leave.

~~D. — Suspension/Discontinuance of Medical Group Insurance~~

~~Bargaining unit members who elect to discontinue medical group insurance plan coverage during a leave of absence or shared contract may be subject to exclusions and limitations of benefits for medical conditions pre-existing the time they rejoin the medical group insurance plan, in accordance with insurance plan provisions.~~

E D. Continuity of Benefits

Except as otherwise provided or limited in this Article, the health and life insurance benefits provided in this Article and the District's contribution thereto shall remain in effect during the term of this Agreement and/or until a successor Agreement is effected, except that the District shall not be bound to pay the premiums for any individual engaged in any strike.

F E. Retiree Health Plan Benefits

1. District-Paid Group Insurance

- a. The District will contribute to the total premium cost for group medical and dental insurances maintained by the District the same amount for any retiree and his/her eligible dependents, as it contributes for active employees, until such time as the retiree reaches age sixty-five (65), provided said retiree meets the eligibility requirements as specified below.
- b. Eligibility
 - (1) The retiree must have served in the District during the last five (5) years prior to retirement and must have served a total of at least thirteen (13) years in the District.
 - (2) Such continued coverage is available only for retirees who maintained coverage as an active employee and sign up for

continued coverage immediately after the end of their employment without a break in coverage.

- (3) The retiree shall have reached age fifty-five (55). (Note: Board-approved paid leave shall count as service to the District for purposes of eligibility for this benefit.)
- (4) The retiree's dependents must enroll in Medicare Part "A" (Hospital Insurance) when eligible for such enrollment without cost to the retiree and/or his/her dependents.
- (5) The retiree's dependents must enroll in Medicare Part "B" (Medical Insurance) upon attainment of age sixty-five (65).

- c. At such time as the benefits under this Article expire, the retiree may elect to continue these benefits at his/her own cost as provided in Section 2 below.

2. **Retiree-Paid Group Insurance**

Teachers retiring after their fifty-fifth (55th) birthday who do not meet the service requirements shall have the option at the time of their retirement to continue membership in District's medical and dental group insurance plans at the retiree's expense.

- a. Payments for benefit coverage shall be made on a monthly basis by the insured prior to the premium due date.
- b. Failure to make said timely premium payment may result in cancellation of group insurance.
- c. In order to continue such coverage beyond the insured's sixty-fifth (65th) birthday, the retiree and/or dependents shall, when eligible without

additional cost to the insured, be required to enroll in Medicare Part A. In any case, the retiree and/or dependents shall be required to enroll in Medicare Part B by payment of the required premiums.

- d. The District agrees to inform potential retirees of the cost, payment procedures, payment changes, and premium due dates at the time of their retirement.

FOR THE DISTRICT:

FOR HETA:

Diane Williams, Chief Negotiator Date
Hanford Elementary School District

Michael Rogers Date
Negotiations Chair

ARTICLE 20: SALARY**A. Salary Schedules**

1. Teacher Salary Schedules and the Nurse Salary Schedule in effect for 2012-13 shall be increased by ~~3.5%~~ 5.0% effective July 1, ~~2013~~ 2014 (see Appendices A in this Agreement).
2. Teachers shall be compensated in accordance with the Credentialed Teacher Salary Schedule or Non-Credentialed Teacher and Intern Salary Schedule “B”, as appropriate.
3. Nurses shall be compensated in accordance with the Nurse Salary Schedule “C”, as appropriate.

B. Initial Salary Schedule Placement for Teachers

The following factors shall be considered for initial placement on the Teacher Salary Schedule:

1. Effective with the 2003-2004 school year, year-for-year teaching experience shall be granted for placement on the salary schedule.
 - a. One (1) year of teaching credit shall be given for each year in which teaching service was rendered for seventy-five percent (75%) or more of the teaching year.
 - b. One (1) year of teaching credit shall be given for every two (2) years of teaching service rendered on a half-time contract (i.e., two (2) certificated employees sharing one (1) job) or ½ time teacher.
2. Unit computation shall be weighed on a semester-unit basis. Quarter (1/4) units are converted to semester units by multiplying the quarter (1/4) units by two-thirds (2/3).

3. Placement on the appropriate Salary Schedule and Column shall be in accordance with the educational and credential requirements identified on the Salary Schedules.
4. Tenured teachers returning to the District after resigning shall be subject to California Education Code, Sections 44848.
5. For purposes of initial salary schedule placement, teaching experience shall be verified by the District. Initial salary schedule placement shall be based on official transcripts of all college credits received and verified by the District on or before August 12, or on the date of employment if after August 12.
6. The initial offer of employment shall be based on verified units which have been received by the District on the date of the offer of employment.
7. A teacher employed by the District at the time s/he enters military service will be given credit for each year of service experience upon resumption of his/her employment by the District.
8. For initial placement purposes, only upper division and/or graduate units earned **after** receipt of a Bachelors Degree shall be used, except that such units earned during the semester immediately preceding the receipt of the Bachelors Degree for which post baccalaureate credit was given by the awarding institution shall also be applied. Post baccalaureate credit must be noted on the transcript.

C. Salary Schedule Advancement for Teachers

1. Advancement from Column to Column is based upon increments of fifteen (15) semester units which were graded "pass" or "C" or better and possession of the required credential.
 - a. Units to be used after initial placement for column to column advancement on the Salary Schedule shall be upper division and/or graduate units.

Lower division courses shall be counted towards column advancement if

said courses are taken at the request of the District or if required for Board authorization to teach particular subjects in accordance with California Education Code provisions.

- b. For column advancement on the Credentialed and/or the Non-Credentialed Teacher Salary Schedules, teachers shall submit official transcripts, report cards, or other means of verification deemed appropriate by the District, by no later than August 12th of each year.
2. Non-credentialed teachers shall be eligible for placement on the Credentialed Teacher Salary Schedule in accordance with the following schedule:
 - a. Effective ~~at the beginning~~ **the first contracted day** of the school year, if the District receives **verification of** the teacher's preliminary credential on or before September 12 of that year; or
 - b. Effective February 1 if the District receives **verification of the teacher's** preliminary credential on or before February 10.
3. A one-step advancement on the Teacher Salary Schedule shall be granted for each school year in the District if the teacher is in paid status for the equivalent of seventy-five percent (75%) of full-time service of an established work year.
4. One (1) year of teaching credit shall be given for every two (2) years of teaching service rendered on a half-time contract in this District (i.e., two (2) certificated employees sharing one (1) job) or teacher working ½ contract.
5. No advancement will be made for less than 50% of a full contract worked.

D. Teaching Stipends

1. The following teachers shall, in addition to their basic annual salary, be paid an annual responsibility stipend, for assignments as follows:
 - a. Resource Specialist Program Teacher \$1,200.00

b.	Special Day Class Teacher	\$2,500.00
c.	Dual Immersion (FLI) Program Teacher with BCLAD	\$2,000.00
d.	Dual Immersion (FLI) Program Teacher without BCLAD	\$1,200.00
e.	Combination Class Teacher	\$1,500.00
f.	Split Assignment (two or more schools) (does not include band teachers)	\$ 825.00
g.	Community Day School Teacher	\$3,500.00
h.	Literacy/Induction Coach	\$4,000.00
i.	Master's Degree	\$1,200.00
j.	Doctorate Degree	\$1,014.00

Payment of these stipends shall be incorporated into the teacher's regular monthly salary payments, on a pro-rata basis.

E. Initial Salary Schedule Placement and Advancement for Nurses

1. Nurses new to the District will be placed on Step 1 of Schedule "C".
2. Nurses who worked at least 75% of the student days during an established work year shall advance each year to the next step.
3. Nurses are paid based on Salary Schedule "C" and therefore not eligible for longevity steps as available on the Credentialed Teacher Salary Schedule.

F. MISCELLANEOUS PROVISIONS

1. Any certificated employee who accepts the extension of his/her work year beyond the regular work year, as otherwise established herein, shall be paid at his/her regular per diem rate, if said extended period immediately precedes or follows the regular work year. Any teacher who agrees to provide service(s) to the District at times that do not immediately precede or follow the regular work year shall be paid at rates to be established by the District.

2. Daily Rate of Pay means the teacher's annual salary divided by the number of days in the established work year, except as otherwise provided for in this Agreement.
3. Hourly Rate of Pay means the Daily Rate of Pay divided by eight (8), except as otherwise provided in this Agreement.
4. The Average Hourly Rate of Pay for all bargaining unit members will be calculated by increasing the existing rate by the cost of living adjustment agreed to by the bargaining unit for that year. If there is no cost of living adjustment for a designated school year, the Average Hourly Rate of Pay will remain unchanged.
5. The sharing of teaching contracts shall not result in additional or unreasonable burden to the district. Teachers on a shared contract shall be paid the per diem rate that equals fifty percent (50%) of their annual salary rate divided by fifty percent (50%) of the number of work days for full time teachers for each work day in the shared contract period.
6. Certificated unit members assigned to more than one school site during an instructional day shall be entitled to mileage in accordance with Board Policy.

FOR THE DISTRICT:

FOR HETA:

 Diane Williams, Chief Negotiator Date
 Hanford Elementary School District

 Michael Rogers Date
 Negotiations Chair

HANFORD ELEMENTARY SCHOOL DISTRICT
2013-14 2014-15 CREDENTIALLED TEACHER SALARY SCHEDULE "A"
185 186 Work Days

33/80

STEP	COLUMN			
	I	II	III	IV
	BA	BA + 45	BA + 60	BA + 75
	semester hours	semester hours	semester hours	semester hours
	+ Credential ¹	+ Credential ¹	Credential ¹	Credential ¹
1	44,563	46,346	48,199	50,127
2	46,346	48,199	50,127	52,132
3	48,199	50,127	52,132	54,218
4	50,127	52,132	54,218	56,386
5	52,132	54,218	56,386	58,642
6	54,218	56,386	58,642	60,988
7	56,386	58,642	60,988	63,427
8	58,642	60,988	63,427	65,964
9	60,988	63,427	65,964	68,603
10		65,964	68,603	71,347
11		68,603	71,347	74,201
12			74,201	77,169
L - 15	Requires 15 years of service ²		77,169	80,255
L - 20	Requires 20 years of service ²		80,255	83,466
L - 25	Requires 25 years of service ²		83,466	86,804

¹ Preliminary or Clear/Professional Clear teaching or service credential authorizing service at the elementary (K-8) level.

² "Years of service" for purpose of longevity steps means certificated service in the Hanford Elementary School District for at least 75% of the student days of each year, including paid leave days.

INITIAL STEP PLACEMENT

New teachers will be given step placement credit on a year-for-year basis for previous full-time teaching experience up to Step 12.

STEP ADVANCEMENT

A one-step advancement on the Salary Schedule shall be granted for each school year in the District if the teacher was in paid status for 75% or more of the student days the previous work year.

One (1) year of teaching credit shall be given for every two (2) years of teaching service rendered on a half-time contract (i.e., two (2) certificated employees sharing one (1) job) or 1/2 time teacher.

STIPENDS

Dual Immersion (FLI) Program Teacher with BCLAD	\$2,000 per year	Literacy/Induction Coach	\$4,000 per year
Dual Immersion (FLI) Program Teacher without BCLAD	\$1,200 per year	Masters	\$1,200 per year
Special Day Class Teacher	\$2,500 per year	Doctorate	\$1,014 per year
Resource Specialist Program Teacher	\$1,200 per year	Combination Class	\$1,500 per year
Community Day School Program Teacher	\$3,500 per year	Split Assgmt. 2 schools	\$ 825 per year

AVERAGE HOURLY RATE OF PAY (Article 20) = \$43.30

\$39.85 (07/01-10/23/13), \$41.24 as of 10/24/13

Adopted: __/__/14

**2013-2014 2014-2015 Non-Credentialed Teacher and Intern
Salary Schedule "B"**

(for Teachers Hired On or After November 1, 2000)

~~185~~ 186 Days

STEP	COLUMN	
	B – I B.A.	B – II B.A. +15
1	41,723	42,558
2	42,558	43,408

INITIAL STEP PLACEMENT

Teachers with one year of full-time teaching experience will be placed at Step 2 of the appropriate column.

STEP ADVANCEMENT

Teachers initially placed on Step 1 shall advance to Step 2 if the teacher was in paid status for 75% of the student days during the previous work year.

ADVANCEMENT TO CREDENTIALLED TEACHER SALARY SCHEDULE

Non-credentialed teachers shall advance to the appropriate Column and Step on the Credentialed Teacher Salary Schedule in accordance with the following schedule:

- (1) Effective at the beginning of the school year if verification of eligibility and application for a regular K-8 teaching credential has been submitted to the Human Resources Department on or before September 12 of that year; or
- (2) Effective February 1 if verification of eligibility and application for a regular K-8 teaching credential has been submitted by the 10th of that month to the Human Resources Department.

STIPENDS

Dual Immersion (FLI) Program Teacher with BCLAD	\$2,000 per year	Literacy/Induction Coach	\$4,000 per year
Dual Immersion (FLI) Program Teacher without BCLAD	\$1,200 per year	Split Assignment 2 schools	\$825 per year
Special Day Class Teacher	\$2,500 per year	Combination Class	\$1,500 per year
Resource Specialist Program Teacher	\$1,200 per year	Doctorate	\$1,014 per year
Community Day School Program Teacher	\$3,500 per year	Masters	\$1,200 per year

AVERAGE HOURLY RATE OF PAY (Article 20) = ~~\$43.30~~

~~\$39.85 (07/01-10/23/13), \$41.24 as of 10/24/13~~

Adopted: __/__/14

HANFORD ELEMENTARY SCHOOL DISTRICT
~~2013-2014~~ 2014-2015 School Nurse
~~185~~ 186 Days
Salary Schedule "C"

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
76,232	79,281	82,452	85,750	89,180

Adopted: __/__/14

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: Hanford Elementary Teachers AssociationCertificated ☒ Classified ☐New Agreement ☐ or Reopener ☒

The proposed agreement is a three-year agreement that covers the period beginning July 1, 2013 and ending June 30, 2016 and will be acted upon by the Governing Board at its meeting on June 25, 2014.

A.(1) Proposed Change in Compensation

Compensation		Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement Increase (Decrease) and Percentage Change		
			Current Year 2014-15	Year 2 2015-16	Year 3 2016-17
1.	Base Salary	\$ 18,162,898	\$ 933,571	\$ 933,571	\$ 933,571
			4.61%	4.61%	4.61%
2.	Other Compensation – i.e. Stipends or Bonuses	\$ 0	\$ 0	\$ 0	\$ 0
			0%	0%	0%
3.	Total Salary - (Sum of 1 & 2)	\$ 18,162,898	\$ 933,571	\$ 933,571	\$ 933,571
			4.61%	4.61%	4.61%
4.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare	\$ 2,083,284	\$ 107,083	\$ 107,083	\$ 107,083
			0.53%	0.53%	0.53%
5.	Health/Welfare Benefits	\$ 3,473,036	\$ 279,456	\$ 279,456	\$ 279,456
			1.38%	1.38%	1.38%
6.	Total Benefits - (Total Lines 4 & 5)	\$ 5,556,320	\$ 386,539	\$ 386,539	\$ 386,539
			1.91%	1.91%	1.91%
7.	Total Compensation – (sum of 3 & 6)	\$ 23,719,218	\$ 1,320,110	\$ 1,320,110	\$ 1,320,110
			6.52%	6.52%	6.52%

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:

- The Salary Schedule for 2014-15 shall reflect a 5% increase effective July 1, 2014.
- Longevity Step 25 (L-25) will be increased by 2% to reflect a total of a 4% increase between Steps L-20 and L-25.
- The District's annual contribution to Employee Health and Welfare Benefits will increase by \$984 from \$12,229.32 to \$13,213.32.

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

None

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.

This is the second year of a three-year contract with re-openers in Article 11 – School Calendars and Work Year, Article 18 – Employee Group Health and Welfare Insurance Benefits and Article 20 – Salary.

- E. Source of Funding for Proposed Agreement**

1. Current Year

Unrestricted	\$1,243,403	* See explanation below
Restricted	<u>76,707</u>	Undesignated Reserve
	\$1,320,110	

*The amount of the cost of the Proposed Agreement to Unrestricted funds has already been built into the District's Proposed Adopted Budget.

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

The cost will become part of the on-going base budget that will continue in future years.

- 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)

June 11, 2014

Date

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

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)
REVENUES				
Revenue Limit Source (8010-8099)	42,797,976			42,797,976
Remaining Revenues (8100-87991)	8,037,672			8,037,672
TOTAL REVENUES	50,835,648			50,835,648
EXPENDITURES				
1000 Certificated Salaries	24,124,000	+ 54,247		24,178,247
2000 Classified Salaries	8,354,048			8,354,048
3000 Employees' Benefits	10,314,431	+ 22,460		10,336,891
4000 Books and Supplies	3,726,476			3,726,476
5000 Services and Operating Exps	3,639,679			3,639,679
6000 Capital Outlay	175,439			175,439
7000 Other	402,254			402,254
TOTAL EXPENDITURES	50,736,327	+ 76,707		50,813,034
OPERATING SURPLUS (DEFICIT)	99,321			22,614
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT	0			0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	99,321			22,614
BEGINNING BALANCE	6,845,303			6,845,303
CURRENT YEAR ENDING BALANCE	6,944,624			6,867,917
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts	113,238			113,238
Reserved for Economic Uncertainties	3,290,000			3,290,000
Board Designated Amounts	0			0
Unappropriated Amounts	3,541,386	-76,707		3,464,679

A. Date of governing board approval of budget revisions in Col. 1 June 25, 2014

*See Note for "E." on Page 3 of 4. The amount of the cost of the Proposed Agreement to Unrestricted funds is already included in Col. I above. Therefore, the only remaining Adjustments necessary are for the cost of the Settlement of Restricted funds.

Contact Person: Nancy White

Date: June 11, 2014

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 Hanford Elementary Teachers Association Bargaining Unit, during the term of the agreement from July 1, 2013 to June 30, 2016.

<u>Budget Adjustment Categories</u>	<u>Budget Adjustment Increase (Decrease)</u>
<u>Revenues/Other Financing Sources</u>	
<u>Expenditures/Other Financing Uses</u>	+ 76,707
<u>Ending Balance Increase (Decrease)</u>	- 76,707

District Superintendent
(Signature) June 11, 2014
Date

Chief Business Officer
(Signature) June 11, 2014
Date

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams *DW*

DATE: June 2, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☐ Information
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **June 11, 2014**

ITEM: Hear Public input on Hanford Elementary School District's (HESD's) initial proposal for a successor agreement with Classified School Employees Association (CSEA), beginning with the 2014-2015 school year.

PURPOSE: The District's initial proposal for a successor agreement with CSEA was presented at the May 28, 2014 Board meeting. Comments from the public regarding the proposal are to be heard prior to Board action to accept the proposal [Gov. Code 3547 (b) and (c)]

The current collective bargaining agreement between the District and CSEA expires June 30, 2014.

FISCAL IMPACT: Unknown at this time.

RECOMMENDATION: Hear comments from the public and accept District's initial proposal for contract negotiations with CSEA.

California School Employees Association, Chapter #344 (CSEA)
2014 – 2017 Initial Successor Proposal
To
Hanford Elementary School District (District)
May 5, 2014

ARTICLE 5: ORGANIZATIONAL RIGHTS

Change all references of "Job Steward" to "Union Steward."

K. Release Time:

6. Use of paid release time as provided under 1. Above on any day for purposes other than local representation duties (e.g. training, conferences) shall be limited to ~~one (1)~~ **three (3)** employee per department/school, and during the summer recess shall be limited to ~~two (2)~~ **three (3)** employees assigned to the Summer Task Force, including custodial, grounds, and maintenance classifications. An exception to these limitations shall be at the sole discretion of District and requires approval by the Department Head and Superintendent.

ARTICLE 9: UNIT VACANCIES

Modify language to clarify "interest survey" and "vacancy notices."

4. Promotional Recruitment:

- d. The interest survey shall be conducted as follows:
 - (1) Notice of the vacancy shall be posted for a period of five (5) working days on **the HESD portal and** Union bulletin boards in prominent locations at each District facility open for business. For concurrent recruitment. When employees have completed an interest card for a position, an interest card will be mailed to the employee at the address on the card.

ARTICLE 10: EMPLOYEE SAFETY

Insert new language for the District to provide all employees training specific to their job classification.

ARTICLE 11: PROFESSIONAL GROWTH

Modify the amount of units per increment from 5 to 6.

2. Employees shall be paid, in addition to their regular rate of pay, ~~six dollars and fifty cents (\$6.50)~~ **ten dollars and zero cents (\$10.00)** per month per increment.

ARTICLE 14: HOLIDAYS

- B. The District ~~may~~ **shall** schedule the Monday after Easter, in lieu of Lincoln's Birthday, as a holiday for bargaining unit members. ~~Bargaining unit members shall be notified at least thirty (30) days in advance of Lincoln's Birthday of a change in holidays per this paragraph.~~

Insert new language to create an Early Out section for all 12 month employees on the days prior to Thanksgiving, Christmas, New Years, and Spring Break.

ARTICLE 16: LEAVES

Modify Personal Necessity Leave to address emergency situations that occur less than 24 hours.

ARTICLE 17: TRANSFER AND REASSIGNMENT

Modify language to improve the process of transfers and reassignments.

ARTICLE 18: CLASSIFICATION, RECLASSIFICATION, AND ABOLITION OF POSITIONS

Review and modify reclassification language as appropriate.

ARTICLE 19: LAYOFF, REEMPLOYMENT, AND SEPARATION

1. The District shall notify in writing the affected employee(s) at least ~~forty-five (45)~~ **sixty (60)** calendar days before the effective date of the scheduled layoff.
3. Failure to give ~~forty-five (45)~~ **sixty (60)** calendar days written notice per Section H.1. above to the employee(s) shall result in severance pay to the employee equal to one (1) day's wages for each day the notice was late.

ARTICLE 21: DISCIPLINARY ACTION AND HEARING

Modify language to clarify the distribution of the notice of proposed disciplinary action to a permanent classified employee.

ARTICLE 22: HEALTH AND WELFARE BENEFITS

Effective October 1, 2014 and continuing through and including September 30, 2015 the District shall contribute an amount equivalent to fully pay any premium increase for District-provided Health and Welfare benefits for the benefit period 2014-2015.

ARTICLE 23—PAY AND ALLOWANCES

Increase the salary schedule (Appendix A) by 7%

Effective July 1, 2014 the District shall add a “new” Step 6 to the classified salary schedule. The new Step 6 shall reflect an increase of five percent (5%) both horizontally and vertically.

Modify the longevity payment schedule to the following: 15 years of service=\$1125, 20 years of service=\$2250, and 30 years of service=\$3375

ARTICLE 27: EFFECT OF AGREEMENT

- A. The duration of this Agreement is July 1, ~~2011~~ 2014 through June 30, ~~2014~~ 2017.
- D. District and/or Union may re-open negotiations for the ~~2011-2012, 2012-2013-2015-~~ 2016 and/or ~~2013-2014~~ 2016-2017 school year over Pay and Allowances (Article 23) and/or Health and Welfare Benefits (Article 22), and two additional Articles each.

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams *ow*
DATE: June 2, 2014
FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☐ Information
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **June 11, 2014**

ITEM: Hear Public input on Classified School Employees Association's (CSEA's) initial proposal for a successor agreement between Hanford Elementary School District and CSEA, beginning with the 2014-15 school year.

PURPOSE: CSEA's initial proposal for a successor agreement with HESD was presented at the May 28, 2014 Board meeting. Comments from the public regarding the proposal are to be heard prior to Board action to accept the proposal [Gov. Code 3547 (b) and (c)].

The current collective bargaining agreement between the District and CSEA expires June 30, 2014.

FISCAL IMPACT: Unknown at this time.

RECOMMENDATION: Hear comments from the public and accept CSEA's initial proposal for contract negotiations with HESD.

**Hanford Elementary School District's
INITIAL PROPOSAL
for 2014-2017 Successor Agreement
to
California School Employees Association, Chapter #344 (CSEA)
May 2, 2014**

Article 8
Employee Status

A.1. Propose two different probationary periods – 9 month probation for 12 month employees and change probationary period from 9 to ~~12 months for 9, 10, and 11 month employees.~~

B. Add “or 12 month.”

Article 11
Professional Growth

4 A. Under Eligibility – delete “~~excluding Preschool Teacher.~~”

C.3.4. & 5. – Change Director of Human Resources to ~~Assistant Superintendent of Human Resources or designee.~~

Article 15
Vacation

B.5. Change year reference to ~~2014-2015~~ and change from 19 to ~~15~~ the number of vacation days that can be carried forward into the new fiscal year; change from 19 to ~~15~~ the number of days that will be paid out if not used by June 30th.

Article 16
Leaves

A.3.f. Add “~~workers’ compensation designated~~ physician” to identify the physician that certifies return to work for an employee on industrial accident or illness.

Delete “~~The District reserves the right to request, at District expense, an independent medical exam to verify the extent of said accident or illness, or recovery therefrom.~~”

B. Family Illness/Injury Leave
Delete “~~Paid Family Illness/Injury Leave~~”

B.1.a,b, & c. – Delete all language under Paid Family Illness/Injury Leave

B.2. becomes B.1. Sick Leave

Under a. delete “~~Upon exhaustion of Paid Family Illness/Injury Leave per B.1. of this Article.~~” Change from ½ of the employee’s annual Sick Leave allowance to ~~Up to six (6) days.~~ Add ~~(the amount an employee would accrue during 6 months of employment).~~

Article 16

Leaves (continued)

E. Personal Necessity Leave – Add 4. Staff cannot use Personal Necessity Leave to extend a recess or break period.
Add Section I – Early Out Hours
Early out hours will be extended to all 8-hour employees who are on duty on the day preceding the Thanksgiving, Christmas, and New Year's holidays when those "Early Out" days fall on non-school days. "Early out" means that 8-hour employees may reduce their normal work day and leave one hour early. This change in schedule need not be reflected on the employee's time card.

Article 18

Classification,
Reclassification, and
Abolition of Positions

E.2. Add "in the Human Resources Department" to indicate where reclassification requests need to be submitted.

E.6. Add new section – Urgent Pay Range Adjustments
In the event there is classified work that is needed to provide specialized duties to the District and due to unusual labor market forces a pay range increase is required, after consultation with CSEA the District may move forward to implement the pay range adjustment to ensure that specialized, needed services are maintained or secured.

Article 19

Layoff, Reemployment,
and Separation

H. Notice to employees

H.1. change the notification period from forty-five (45) to ~~sixty~~ (60) calendar days.

H.3. Delete "Failure to give forty-five (45) calendar days written notice per Section H.1. above to the employee(s) shall result in severance pay to the employee equal to one (1) day's wages for each day the notice was late."

I – Reemployment Rights: "Laid off employees are eligible for reemployment in the class from which they were laid off for a thirty-nine (39) month period and shall be reemployed in the reverse order of ~~seniority~~ layoff."

L. Notification of Reemployment Opening: Change language as follows:

"Any employee who is laid off and is subsequently eligible for reemployment shall be notified by phone (to last know contact number) and in writing by the District of an opening. Such written notice shall be sent by confirmation of delivery certified mail to the last address given the District by the employee,"

Article 22
Health and Welfare
Benefits

A.2.a. Medical Insurance: **Add** "as available through the current plan provider."

B. Regular Employees Working ~~Three (3)~~ **Four (4)** But Less than Six (6) Hours.

B.1. The District agrees to provide the following health and welfare benefits to each Bargaining Unit member employed in a position assigned at least ~~fifteen (15)~~ **twenty (20)** but less than thirty (30) hours per week, excluding extra-overtime hours, and for a scheduled work year of nine (9) months ~~(180 work days)~~ or more per fiscal year.

Article 23
Pay and Allowances

A. Change year reference to ~~2013-2014~~ and delete reference to retroactivity. Add ~~Commencing with the 2014-2015 school year the two unpaid furlough days agreed to in April 26, 2012 Side Agreement for the eleven (11) and twelve (12) month employees shall be restored.~~

B.1. ~~With notification to CSEA the District with mutual agreement will have the flexibility to go beyond Step 2 for hard to fill job classifications such as but not limited to: Bus Driver, Health Care Assistant (and Bilingual Health Care Assistant) with LVN licensure, Educational Interpreter, Database Specialist I/II, Computer Maintenance Technician, Systems Engineer, Network Engineer.~~

Article 24
Transportation

A. Route Assignments: Change "Routes shall be re-bid by seniority ~~after the 4th~~ to ~~"between the 2nd and 6th"~~ week of the school year."

B.2.c. ~~Weekend, Multi-Day, and Recess Period~~ **Holiday** Trips (student non-attendance days).

B.3.a. Extra trips for the following week shall be ~~posted~~ **reviewed** once a week on a day designated by the Transportation Supervisor.

B.3.b. Bus Drivers shall select extra trips in order of ~~rotating~~ seniority and in accordance with Highway Patrol Handbook, Section 82.7.

B.3.c. Extra trips. . . They shall be offered to the Bus Driver(s) ~~next in line in the rotation order~~ **in seniority order**.

B.3.h. ~~A "turned back" trip shall be treated as if assigned and worked by the driver who relinquished the trip. A bus driver~~

Article 24
Transportation
(continued)

who turns back a trip for any reason will skip their first turn at the next trip bid meeting.

4. Weekend/Holiday/~~Multi-Day, Recess Period Trips,~~ and Summer School Trips

B.5.b. The Transportation supervisor or his/her designee shall reassign the trip ~~in order of the rotation list~~ seniority order subject to the availability of the drivers.

C. Compensation – 2.a.b. & c. Delete language relating to Multi-Day Trips.

D.2. Contracting Out Work – delete “~~will consult with the Union prior to deciding to~~” . . . and add the word may contract out the service.

E. Add Normal and customary fees for a medical exam means those fees and costs incurred directly by the employee and not reimbursable through other means such as medical insurance or other 3rd party provider and will be limited to the fees charged for a DOT commercial exam through a District approved or designated facility

F. Delete “~~Effective with the 2011-2012 school year,~~”

Article 26
Year-Round Education

Delete this Article

Article 27
Effect of Agreement

Change from Article 27 to Article 26

A. Change year reference to 2014 through 2017.


D. Change year references to 2014-2015, 2015-2016, and/or 2016-2017

Delete “~~and two additional Articles each.~~”

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Joy Gabler 

DATE: 05/30/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 06/11/14

ITEM: Consider approval of a consultant contract with The Leadership and Learning Center – Houghton Mifflin Harcourt.

PURPOSE: The Leadership and Learning Center will provide 1.5 days of training to all 6th grade & 7th grade math teachers on the new Big Ideas math materials on August 11 - 12, 2014. The training will focus on the content of the new math program, supporting resources, and instructional strategies to enhance math instruction.

FISCAL IMPACT: \$13,152.11 to be paid from Common Core Implementation Funds

Account Number: 0100-7405-0-1110-1000-580009-053-0000

RECOMMENDATIONS: Approve

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Gerry Mulligan *GM*

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider award of bid for the roof replacement of the Woodrow Wilson Gym.

PURPOSE:

Bids will be accepted until 10:00 a.m. on Wednesday, June 10, 2014. All bids received will then be opened, tabulated and presented to the Board at the Board meeting.

FISCAL IMPACT:

The estimated cost is \$150,000. Funding will be from the Deferred Maintenance Fund.

RECOMMENDATION:

Award bid as presented for the roof replacement of the Woodrow Wilson Gym.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Lucy Gomez

DATE: May 30, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: June, 11, 2014

ITEM: Consider approval of consultant contract with "Kids Invent!" through Lyles Center for Innovation and Entrepreneurship – California State University, Fresno.

PURPOSE: Kids Invent! will offer two sessions during the HESD Migrant Summer School. June 25, 2014 for grades K-2nd and June 26, 2014 grades 3rd-6th. Kids Invent! provides elementary and intermediate grade students with hands-on application of science and math concepts through innovative and creative activities. In addition, students are taught the scientific process as well as how to work collaboratively with group members. Kids Invent! aligns with academic content standards in science and mathematics.

FISCAL IMPACT: \$4,050 Kids Invent! fee for two sessions. The fee includes salary for three Kids Invent! trained instructors, supplies for the students, and a reading and writing component.

Paid for from Migrant Funds

RECOMMENDATIONS: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams DW
DATE: June 2, 2014
RE: (X) Board Meeting
() Superintendent's Cabinet
() Information
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **June 11, 2014**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Certificated, effective 8/11/14

- Lauren Avina, Teacher, Probationary 1
- Laura Kishman, Teacher, Probationary I
- Victoria Sands, Teacher, Probationary 1
- Isabel Vega, Teacher, Intern

Temporary Employees/Substitutes/Yard Supervisors

- Roberto Ibarra, Substitute Yard Supervisor, effective 5/19/14

b. Short-term Employment

CLASSIFIED STAFF – Extended Learning Opportunities

Migrant Summer School Program at Richmond 6/11/14 – 6/27/14

- Paige Hartshorn, Special Education Aide – 6.0 hrs., Richmond, effective 6/12/14 to 6/27/14
- Audreyana Hernandez, Lead READY Program Tutor – 6.0 hrs., Richmond, effective 6/12/14 to 6/27/14
- Rachelle Vasquez, Special Education Aide – 6.0 hrs., Richmond, effective 6/12/14 to 6/27/14

Migrant Summer School Program and West Hills 5C's Program at Richmond and Science Camp at Burris Park 6/10/14 – 6/30/14

- Robert Leon, Bilingual Student Specialist – 8.0 hrs., Richmond/Burris Park, effective 6/12/14 to 6/27/14
- Maria Rodriguez Olivera, Bilingual Clerk Typist II – 8.0 hrs., Richmond/Burris Park, effective 6/12/14 to 6/27/14

Special Education Summer School 6/12/14 – 7/11/14

- Catherine Castaneda, Special Education Aide – 4.5 hrs., Richmond, effective 6/16/14 to 7/11/14

Seamless Summer Meal Program

- Corina Carrera, Cook/Baker – 5.5 hrs., Food Services, effective 7/7/14 to 8/1/14
- Samantha Cortez, Yard Supervisor – 1.75 hrs., Lincoln, effective 6/9/14 to 8/1/14
- Teresita Espinoza, Yard Supervisor – 1.75, Richmond, effective 6/9/14 to 8/1/14
- Veronica Grever, Food Service Worker I – 2.5 hrs., Roosevelt, effective 6/9/14 to 8/1/14
- Loretta King, Yard Supervisor – 1.75, Roosevelt, effective 6/9/14 to 8/1/14
- Deborah Lupton, Food Service Worker I – 2.5 hrs., Roosevelt, effective 6/9/14 to 8/1/14
- Araceli Mandujano, Food Service Worker I – 2.5 hrs., Lincoln, effective 6/9/14 to 8/1/14
- Daisy Maya Gaona, Food Service Worker I – 2.5 hrs., Lincoln, effective 6/9/14 to 8/1/14
- Diana Medellin, Food Service Supervisor – 5.5 hrs., Food Services, effective 7/11/14 to 7/28/14
- Melissa Mullins, Food Service Worker I – 2.5 hrs., Richmond, effective 6/9/14 to 8/1/14
- Anneliese Roa, Food Services Program Manager – 5.5 hrs., Food Services, effective 6/20/14 to 7/10/14
- Lucy Rose, Food Service Worker I – 2.5 hrs., Richmond, effective 6/11/14 to 8/1/14
- Wendi Santimore, Cook/Baker – 5.5 hrs., Food Services, effective 6/9/14 to 7/3/14

c. Resignations

- Thane Cutler, Substitute READ Program Tutor, effective 5/23/14
- Summer Dalafu, Special Education Aide – 5.0 hrs., Hamilton, effective 4/25/14
- Ruben Esparza Jr., Substitute Groundskeeper I and Warehouse/Reprographic and Mail Technician, effective 3/22/14

d. Retirement

- Georgeann Cloud, Teacher, Hamilton, effective 6/6/14
- Manuel Silveira, Irrigation Specialist – 8.0 hrs., Grounds/DSF, effective 6/30/14

e. Promotion/Transfer

- Maribel Aguilera, from Bilingual Clerk Typist II – 8.0 hrs., Richmond to School Operations Officer – 8.0 hrs., Roosevelt, effective 7/30/14
- Julie Pulis, from Learning Director, Kennedy, to Principal, Monroe, effective 7/30/14

f. Voluntary Reduction in Work Year and Transfer

- Shereese Rose, from Account Technician III-Accounts Payable/Procurement – 8.0 hrs. (12 mos.), Fiscal Services to Student Specialist – 8.0 hrs. (11-mos.), Washington, effective 7/30/14

g. Leave of Absence

- GaNelle Mitchell, Yard Supervisor – 2.5 hrs., Lincoln, effective 4/28/14 to 6/6/14, medical

h. Ratify Assistant Superintendent Employment Contracts for 2014-15 (Gov. Code Section 53262)

- Joy Gabler, Curriculum, Instruction and Professional Development
- Nancy White, Fiscal Services
- Jaime Martinez, Human Resources
- Diane Williams, Human Resources

i. Salary/Wage Schedules for 2014-2015

- Management/Professional Specialist/Confidential Salary Schedule (Interim)
- Classified Salary Schedule (Interim)
- Classified, Substitute/Temporary Wage Schedule (final)

j. Volunteers

<u>Name</u>	<u>School</u>
Monica Carrillo	Monroe
Sarabeth Bello	Washington
Kimber Snowden	Washington

RECOMMENDATION: Approve.



HANFORD ELEMENTARY SCHOOL DISTRICT

June 4, 2014

57/80

CONTINUING OFFER OF CERTIFICATED MANAGEMENT EMPLOYMENT

Name: Gabler, Joy

Social Security #: xxx-xx-1558

Standard work year: 225 days (July 1, 2014 – June 30, 2015)

Position:	Assistant Superintendent, Curriculum, Instruction and Professional Development
Site:	D.O. - Curr., Inst., and Prof Development
Classification:	Permanent
Range & Step:	1-A, 5 - \$118,875.00
Stipends:	Longevity - 20 years - \$4,000.00

Account Number(s):

0100-0000-0-0000-2100-130000-001-0000

Annual Rate:	\$122,875.00	First Payment:	July 31, 2014
Number of Monthly Payments:	12		

In accordance with Education Code - Section 44840, notice of your reelection is hereby given to you.

Authorizing Signature _____

Date _____

ACCEPTANCE OF OFFER

I accept the terms and conditions of the offer of employment above and will report for duty as directed. I hold/will hold the valid California teaching credential(s) listed below which will be recorded at the Kings County Office of Education before the beginning of the school term. I hereby certify that I have not entered into a valid contract of employment with the governing board of any other school district which will in any way conflict with my employment.

Signature: _____

Date: _____

Address: _____

Phone: _____

Note: In accordance with Education Code Section 44842(a), which is printed below, a signed copy of this Offer of Employment must be received by the Hanford Elementary School District Human Resources Department by June 30 of the current year.

44842. Automatic Declining of Employment: (a) If, without good cause, a probationary or permanent employee of a school district fails prior to July 1st of any school year to notify the governing board of the district of his or her intention to remain or not to remain in the service of the district, as the case may be, during the ensuing school year if a request to give such notice, including a copy of this section, shall have been personally served upon the employee, or mailed to him or her by United States certified mail with return receipt requested to his or her last known place of address, by the clerk or secretary of the governing board of the school district, not later than the preceding May 30th, the employee may be deemed to have declined employment and his or her services as an employee of the district may be terminated on June 30th of that year.

Pursuant to Government Code Sections 53260-53264, employee contracts must include a provision limiting the maximum cash settlement the employee may receive upon termination of the contract to an amount equal to the monthly salary multiplied by the number of months left on the unexpired term of the contract. If the unexpired term is greater than 18 months, this maximum is equal to the monthly salary times 18. The cash settlement formula is a cap or ceiling on the amounts that may be paid to an employee and is not a target or example of the amount of the cash settlement to be paid to an employee in all contract termination cases. The cash settlement may not include any noncash items other than health benefits, which may be continued for the unexpired term up to 18 months or until the employee finds other employment, whichever comes first.

Pursuant to Government Code Section 53243 et seq., any cash settlement paid by the District to EMPLOYEE in connection with the termination of this agreement; and although nothing in this agreement provides for the following, should any salary be provided to the EMPLOYEE by the District in the form of paid leave pending a criminal investigation, or any District funds be paid for EMPLOYEE'S criminal defense, all such payments whether for a cash settlement, paid leave or criminal defense costs shall be fully reimbursed by EMPLOYEE to the District if EMPLOYEE is convicted of a crime involving an abuse of office or position as defined in Government Code Section 53243.4.



HANFORD ELEMENTARY SCHOOL DISTRICT

June 2, 2014

EMPLOYMENT AGREEMENT

Effective date: July 1, 2014
Social Security #: xxx-xx-1942
Name: White, Nancy
Date of hire: 11/10/86
Position: Assistant Superintendent Fiscal Services
Site: Fiscal Services
District Status: Permanent
Position Status: Permanent
PERS: X
STRS:
Hours per day: 8.0
Months employed: 12
Standard work year: July 1, 2014 – June 30, 2015
Range & Step: Management 1-A, Step 5 - \$118,875.00
Stipends: Longevity: 20 years - \$4,000.00
Annual Rate: \$122,875.00
Daily Rate: \$470.79
Account Number(s): 0100-0000-0-0000-7200-230000-001-0000

First Payment: July 31, 2014
Holidays: 14
Vacation days: 22

Authorizing Signature _____ **Date** _____

By signature hereon I certify that I have reviewed the information above and agree to the accuracy thereof.

Employee's Signature _____ **Date** _____

Pursuant to Government Code Sections 53260-53264, employee contracts must include a provision limiting the maximum cash settlement the employee may receive upon termination of the contract to an amount equal to the monthly salary multiplied by the number of months left on the unexpired term of the contract. If the unexpired term is greater than 18 months, this maximum is equal to the monthly salary times 18. The cash settlement formula is a cap or ceiling on the amounts that may be paid to an employee and is not a target or example of the amount of the cash settlement to be paid to an employee in all contract termination cases. The cash settlement may not include any noncash items other than health benefits, which may be continued for the unexpired term up to 18 months or until the employee finds other employment, whichever comes first.

Pursuant to Government Code Section 53243 et seq., any cash settlement paid by the District to EMPLOYEE in connection with the termination of this agreement; and although nothing in this agreement provides for the following, should any salary be provided to the EMPLOYEE by the District in the form of paid leave pending a criminal investigation, or any District funds be paid for EMPLOYEE'S criminal defense, all such payments whether for a cash settlement, paid leave or criminal defense costs shall be fully reimbursed by EMPLOYEE to the District if EMPLOYEE is convicted of a crime involving an abuse of office or position as defined in Government Code Section 53243.4.



HANFORD ELEMENTARY SCHOOL DISTRICT

June 4, 2014

59/80

CONTINUING OFFER OF CERTIFICATED MANAGEMENT EMPLOYMENT

Name: Martinez, Jaime

Social Security #: xxx-xx-2908

Standard work year: 225 days (July 1, 2014 – June 30, 2015)

Position:	Assistant Superintendent, Human Resources
Site:	D.O. - Human Resources
Classification:	Permanent
Range & Step:	1-A, 3 - \$109,907.00
Stipends:	0

Account Number(s):

0100-0000-0-0000-7200-130000-001-0000

Annual Rate:	\$109,907.00	First Payment:	July 31, 2014
Number of Monthly Payments:	12		

In accordance with Education Code - Section 44840, notice of your reelection is hereby given to you.

Authorizing Signature _____

Date _____

ACCEPTANCE OF OFFER

I accept the terms and conditions of the offer of employment above and will report for duty as directed. I hold/will hold the valid California teaching credential(s) listed below which will be recorded at the Kings County Office of Education before the beginning of the school term. I hereby certify that I have not entered into a valid contract of employment with the governing board of any other school district which will in any way conflict with my employment.

Signature: _____

Date: _____

Address: _____

Phone: _____

Note: In accordance with Education Code Section 44842(a), which is printed below, a signed copy of this Offer of Employment must be received by the Hanford Elementary School District Human Resources Department by June 30 of the current year.

44842. Automatic Declining of Employment: (a) If, without good cause, a probationary or permanent employee of a school district fails prior to July 1st of any school year to notify the governing board of the district of his or her intention to remain or not to remain in the service of the district, as the case may be, during the ensuing school year if a request to give such notice, including a copy of this section, shall have been personally served upon the employee, or mailed to him or her by United States certified mail with return receipt requested to his or her last known place of address, by the clerk or secretary of the governing board of the school district, not later than the preceding May 30th, the employee may be deemed to have declined employment and his or her services as an employee of the district may be terminated on June 30th of that year.

Pursuant to Government Code Sections 53260-53264, employee contracts must include a provision limiting the maximum cash settlement the employee may receive upon termination of the contract to an amount equal to the monthly salary multiplied by the number of months left on the unexpired term of the contract. If the unexpired term is greater than 18 months, this maximum is equal to the monthly salary times 18. The cash settlement formula is a cap or ceiling on the amounts that may be paid to an employee and is not a target or example of the amount of the cash settlement to be paid to an employee in all contract termination cases. The cash settlement may not include any noncash items other than health benefits, which may be continued for the unexpired term up to 18 months or until the employee finds other employment, whichever comes first.

Pursuant to Government Code Section 53243 et seq., any cash settlement paid by the District to EMPLOYEE in connection with the termination of this agreement; and although nothing in this agreement provides for the following, should any salary be provided to the EMPLOYEE by the District in the form of paid leave pending a criminal investigation, or any District funds be paid for EMPLOYEE'S criminal defense, all such payments whether for a cash settlement, paid leave or criminal defense costs shall be fully reimbursed by EMPLOYEE to the District if EMPLOYEE is convicted of a crime involving an abuse of office or position as defined in Government Code Section 53243.4.



HANFORD ELEMENTARY SCHOOL DISTRICT

June 4, 2014

CONTINUING OFFER OF CERTIFICATED MANAGEMENT EMPLOYMENT

Name: Williams, Diane

Social Security #: xxx-xx-1801

Standard work year: 225 days (July 1, 2014 – June 30, 2015)

Position:	Assistant Superintendent, Human Resources
Site:	D.O. - Human Resources
Classification:	Permanent
Range & Step:	1-A, 5 - \$118,875.00
Stipends:	Longevity - 20 years - \$4,000.00

Account Number(s):

0100-0000-0-0000-7200-130000-001-0000

Annual Rate:	\$122,875.00	First Payment:	July 31, 2014
Number of Monthly Payments:	12		

In accordance with Education Code - Section 44840, notice of your reelection is hereby given to you.

Authorizing Signature _____ Date _____

ACCEPTANCE OF OFFER

I accept the terms and conditions of the offer of employment above and will report for duty as directed. I hold/will hold the valid California teaching credential(s) listed below which will be recorded at the Kings County Office of Education before the beginning of the school term. I hereby certify that I have not entered into a valid contract of employment with the governing board of any other school district which will in any way conflict with my employment.

Signature: _____ Date: _____

Address: _____ Phone: _____

Note: In accordance with Education Code Section 44842(a), which is printed below, a signed copy of this Offer of Employment must be received by the Hanford Elementary School District Human Resources Department by June 30 of the current year.

44842. Automatic Declining of Employment: (a) If, without good cause, a probationary or permanent employee of a school district fails prior to July 1st of any school year to notify the governing board of the district of his or her intention to remain or not to remain in the service of the district, as the case may be, during the ensuing school year if a request to give such notice, including a copy of this section, shall have been personally served upon the employee, or mailed to him or her by United States certified mail with return receipt requested to his or her last known place of address, by the clerk or secretary of the governing board of the school district, not later than the preceding May 30th, the employee may be deemed to have declined employment and his or her services as an employee of the district may be terminated on June 30th of that year.

Pursuant to Government Code Sections 53260-53264, employee contracts must include a provision limiting the maximum cash settlement the employee may receive upon termination of the contract to an amount equal to the monthly salary multiplied by the number of months left on the unexpired term of the contract. If the unexpired term is greater than 18 months, this maximum is equal to the monthly salary times 18. The cash settlement formula is a cap or ceiling on the amounts that may be paid to an employee and is not a target or example of the amount of the cash settlement to be paid to an employee in all contract termination cases. The cash settlement may not include any noncash items other than health benefits, which may be continued for the unexpired term up to 18 months or until the employee finds other employment, whichever comes first.

Pursuant to Government Code Section 53243 et seq., any cash settlement paid by the District to EMPLOYEE in connection with the termination of this agreement; and although nothing in this agreement provides for the following, should any salary be provided to the EMPLOYEE by the District in the form of paid leave pending a criminal investigation, or any District funds be paid for EMPLOYEE'S criminal defense, all such payments whether for a cash settlement, paid leave or criminal defense costs shall be fully reimbursed by EMPLOYEE to the District if EMPLOYEE is convicted of a crime involving an abuse of office or position as defined in Government Code Section 53243.4.

HANFORD ELEMENTARY SCHOOL DISTRICT
2013-14 2014-2015 SALARY SCHEDULES (Interim)
MANAGEMENT

61/80

Range	Position	**Compensated Days Per Year		Step 1	Step 2	Step 3	Step 4	Step 5
1-A	Assistant Superintendent (225 work + 14 hol + 22 vac)	261	annual daily	101,615 389.33	105,680 404.90	109,907 421.10	114,303 437.94	118,875 455.46
3-A	Director (225 work + 14 hol + 22 vac)	261	annual daily	96,719 370.57	100,588 385.39	104,611 400.81	108,795 416.84	113,147 433.51
3-B	Director (204 work + 13 hol + 20 vac)	237	annual daily	87,825 370.57	91,338 385.39	94,992 400.81	98,791 416.84	102,743 433.51
3-C	Principal (204 work + 13 hol + 20 vac)	237	annual daily	87,825 370.57	91,338 385.39	94,992 400.81	98,791 416.84	102,743 433.51
6-A	Fiscal Services Specialist Child, Welfare, & Attendance Coordinator (225 work + 14 hol + 22 vac)	261	annual daily	89,813 344.11	93,405 357.87	97,141 372.19	101,027 387.08	105,068 402.56
6-C	Vice Principal Learning Director Curriculum Specialist Program Specialist (204 work + 13 hol + 20 vac)	237	annual daily	81,554 344.11	84,816 357.87	88,209 372.19	91,737 387.08	95,407 402.56
10-C	Administrative Intern (204 work + 13 hol + 20 vac)	237	annual daily	73,885 311.75	76,840 324.22	79,914 337.19	83,110 350.68	86,435 364.70
15-A	Program Manager (225 work + 14 hol + 22 vac)	261	annual daily	71,916 275.54	74,793 286.56	77,784 298.02	80,896 309.95	84,131 322.34
15-B	Program Manager (203 work + 13 hol + 20 vac)	236	annual daily	65,027 275.54	67,629 286.56	70,334 298.02	73,147 309.95	76,073 322.34
22-A	Supervisor (225 work + 14 hol + 22 vac)	261	annual daily	60,500 231.80	62,920 241.07	65,437 250.71	68,054 260.74	70,776 271.17
22-C	Supervisor (200 work + 13 hol + 19 vac)	232	annual daily	53,778 231.80	55,929 241.07	58,166 250.71	60,492 260.74	62,912 271.17
23-A	Analyst (225 work + 14 hol + 22 vac)	261	annual daily	59,025 226.15	61,386 235.20	63,842 244.60	66,395 254.39	69,051 264.56
26-C	School Operations Officer (199 work + 13 hol + 19 vac)	231	annual daily	48,510 210.00	50,450 218.40	52,468 227.14	54,567 236.22	56,750 245.67

PROFESSIONAL SPECIALIST

7-C	Psychologist (194 work + 13 hol + 19 vac)	226	annual daily	75,873 335.72	78,908 349.15	82,064 363.11	85,346 377.64	88,760 392.74
11-C	Counselor (194 work + 13 hol + 19 vac)	226	annual daily	68,736 304.14	71,485 316.31	74,344 328.96	77,318 342.12	80,411 355.80

CONFIDENTIAL CLASSIFIED*

28-A	Administrative Assistant	261	annual daily	52,169 199.88	54,255 207.88	56,426 216.19	58,683 224.84	61,030 233.83
29-A	Personnel Specialist	261	annual daily	50,898 195.01	52,934 202.81	55,051 210.92	57,253 219.36	59,543 228.13
32-A	Administrative Secretary	261	annual daily	47,262 181.08	49,152 188.32	51,118 195.86	53,163 203.69	55,290 211.84
34-A	Personnel Assistant	261	annual daily	44,986 172.36	46,785 179.25	48,657 186.42	50,603 193.88	52,627 201.64

* = The number of work days depends on vacation accrual rate.

**Longevity - 15 years = \$2,000 Longevity includes all consecutive years of HESD service
 - 20 years = \$2,000 Additional

**If your hire date falls between July 1 and December 31, the applicable longevity stipend will begin that school year.

If your hire date falls between January 1 and June 30, the applicable longevity stipend will begin the following school year.

Salary Schedule reflects compensation for 2 additional days, these 2 days will be added to the work year effective with the 2014-15 school year

Adopted: __/__/14

HANFORD ELEMENTARY SCHOOL DISTRICT
2014-2015 CLASSIFIED SALARY SCHEDULE (Interim)

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
1		*per Month per Hour	1,843 10.63	1,935 11.17	2,032 11.72	2,134 12.31	2,240 12.93
2		per Month per Hour	1,935 11.17	2,032 11.72	2,134 12.31	2,240 12.93	2,352 13.57
3	Clerk Trainee	per Month per Hour	2,032 11.72	2,134 12.31	2,240 12.93	2,352 13.57	2,470 14.25
4		per Month per Hour	2,134 12.31	2,240 12.93	2,352 13.57	2,470 14.25	2,593 14.96
5	Clerk -Typist I Food Service Worker I Instructional Aide	per Month per Hour	2,240 12.93	2,352 13.57	2,470 14.25	2,593 14.96	2,723 15.71
6	Bilingual Aide I Bilingual Clerk-Typist I Food Service Worker II Alternative Education Program Aide READY Program Tutor	per Month per Hour	2,352 13.57	2,470 14.25	2,593 14.96	2,723 15.71	2,859 16.50
7	Account Clerk I Custodian I Educational Tutor, K-6 Groundskeeper I Lead READY Program Tutor Signing Aide Special Circumstances Aide Special Education Aide Substitute Telephone Clerk	per Month per Hour	2,470 14.25	2,593 14.96	2,723 15.71	2,859 16.50	3,002 17.32
8	Account Clerk II Bilingual Aide II Clerk-Typist II Cook/Baker Food Service Utility Worker Media Services Aide	per Month per Hour	2,593 14.96	2,723 15.71	2,859 16.50	3,002 17.32	3,152 18.19
9	Bilingual Clerk-Typist II Bilingual Translator/Clerk Custodian II Delivery Worker Groundskeeper II Maintenance Worker I	per Month per Hour	2,723 15.71	2,859 16.50	3,002 17.32	3,152 18.19	3,310 19.10
10	Bus Driver Health Care Assistant Help Desk Technician Secretary	per Month per Hour	2,859 16.50	3,002 17.32	3,152 18.19	3,310 19.10	3,475 20.05
11	Bilingual Health Care Assistant Dispatcher Irrigation Specialist Lead Custodian	per Month per Hour	3,002 17.32	3,152 18.19	3,310 19.10	3,475 20.05	3,649 21.05
12	Account Technician I Warehouse/Reprographic & Mail Technician	per Month per Hour	3,152 18.19	3,310 19.10	3,475 20.05	3,649 21.05	3,831 22.11

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
13	Head Custodian Maintenance Worker II Mechanic Migrant Services Specialist Parent Liaison Specialist Painter/Maintenance Worker II Teacher Resource Center Specialist	per Month per Hour	3,310 19.10	3,475 20.05	3,649 21.05	3,831 22.11	4,023 23.21
14	Administrative Secretary I	per Month per Hour	3,475 20.05	3,649 21.05	3,831 22.11	4,023 23.21	4,224 24.37
15	Account Technician II Administrative Secretary II Child Welfare and Attendance Specialist Computer Maintenance Technician Database Specialist I	per Month per Hour	3,649 21.05	3,831 22.11	4,023 23.21	4,224 24.37	4,435 25.59
16	Account Technician III Community Day School Specialist Educational Interpreter Student Specialist	per Month per Hour	3,831 22.11	4,023 23.21	4,224 24.37	4,435 25.59	4,657 26.87
17	Bilingual Student Specialist Heating, Ventilation & Air Conditioning Specialist Locksmith	per Month per Hour	4,023 23.21	4,224 24.37	4,435 25.59	4,657 26.87	4,890 28.21
18	Account Technician IV Database Specialist II Lead Mechanic (Automotive) Network Engineer Student Advocate Junior High Systems Engineer	per Month per Hour	4,224 24.37	4,435 25.59	4,657 26.87	4,890 28.21	5,135 29.63
19		per Month per Hour	4,435 25.59	4,657 26.87	4,890 28.21	5,135 29.63	5,391 31.11
20		per Month per Hour	4,657 26.87	4,890 28.21	5,135 29.63	5,391 31.11	5,661 32.66

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

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

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

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

Longevity - A one-time non-renewable bonus of Five Hundred dollars (\$500) shall be paid to each full-time employee in his/her fifteenth (15th) year of service to the District with his/her June 30th pay warrant.

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

20 Years - \$ 500

25 Years - \$1,250

30 Years - \$2,250

Employees shall receive longevity pay on July 1 if they reached one of the above milestones on or before December 31 of the current year.

Part-time employees shall receive the appropriate pro rata share when they complete milestone years of service.

ADDITIONAL COMPENSATION FOR CLASSIFIED EMPLOYEES

Bilingual Stipend: Employees who are required to use a second language from time to time in his/her regular assignment and who has demonstrated competency in the second language as established by the District shall receive a stipend in accordance with the following schedule. Payments will be made each month based upon work year as outlined in Article 23 Pay and Allowances of the CSEA/HESD Collective Bargaining Agreement.

BILINGUAL STIPEND SCHEDULE

8 hour employee.....	\$400 per year
7 hour but less than 8 hour employee.....	\$350 per year
6 hour but less than 7 hour employee.....	\$300 per year
5 hour but less than 6 hour employee.....	\$250 per year
4 hour but less than 5 hour employee.....	\$200 per year
3 hour but less than 4 hour employee.....	\$150 per year
2 hour but less than 3 hour employee.....	\$100 per year
1 hour but less than 2 hour employee.....	\$ 50 per year

Out of Classification Work: An employee who temporarily performs the essential functions of a higher classification shall be entitled to the lowest step in the higher range which exceeds the employee's rate of pay by a minimum of five percent (5%) (Article 23 Section H of the CSEA/HESD CBA Agreement)

Any **Health Care Assistant** who secures and maintains a valid California Licensed Vocational Nurse (L.V.N.) license will be entitled to a five (5%) incentive increase in his or her hourly rate of pay for all hours worked as outlined in Article 23 Pay and Allowances of the CSEA Collective Bargaining Agreement. (Article 23 Section K of the CSEA/HESD CBA Agreement)

Professional Growth increments will be awarded as follows:

No. of Semester		No of Semester	
Increments	Units	Increments	Units
1 st	5	14 th	70
2 nd	10	15 th	75
3 rd	15	16 th	80
4 th	20	17 th	85
5 th	25	18 th	90
6 th	30	19 th	95
7 th	35	20 th	100
8 th	40	21 st	105
9 th	45	22 nd	110
10 th	50	23 rd	115
11 th	55	24 th	120
12 th	60	25 th	125
13 th	65		

Employees will be paid, in addition to their regular rate of pay, six dollars and fifty cents (\$6.50) per month per increment. (See Article 11 Professional Growth).

ADDITIONAL COMPENSATION FOR CLASSIFIED EMPLOYEES (cont.)

Split Shift Differential Compensation: All employees whose regularly assigned shift contains one or more periods of unpaid time which exceeds ninety (90) minutes shall be paid a shift differential premium of seven (7%) above the regular rate of pay for all hours worked. (See Article 12, Section K of the CSEA/HESD Collective Bargaining Agreement).

Night Differential: Any employee who works a regularly District-assigned shift between the hours of 5:00 p.m. and 6:00 a.m. shall receive a seven (7%) differential for each hour worked within that time frame. (See Article 12, Section L of the CSEA/HESD Collective Bargaining Agreement).

Work Week:

An employee with a regular work week other than Monday through Friday shall receive a fifteen percent (15%) shift differential for work days other than Monday through Friday. (See Article 12, Section T.3 of the CSEA/HESD Collective Bargaining Agreement).

On-Call Bus Driver Stipend: For a limited number of classified employees who work within the District and who serve in classifications other than Bus Driver or Bus Driver/Service Worker, but who are willing to obtain the required training and licenses to operate a school bus and serve as an on-call bus driver as needed, the District will pay a stipend of One Thousand Dollars and No Cents (\$1,000) per year to each employee. The number of On-Call Bus Drivers needed and eligibility for the stipend shall be evaluated and determined by the District at the commencement of each school year. (See Article 23, Section J of the CSEA/HESD Collective Bargaining Agreement).

Adopted: ____/____/14

HANFORD ELEMENTARY SCHOOL DISTRICT
**2013-2014 2014-2015 CLASSIFIED, SUBSTITUTE/TEMPORARY WAGE
 SCHEDULE***

Effective ~~July 1, 2013~~ July 1, 2014

(Interim)

Range	Position	Hourly Rate**
1S		\$9.67 <u>\$9.94</u>
2S		10.15 <u>10.44</u>
3S	Clerk Trainee	10.66 <u>10.96</u>
4S		11.19 <u>11.51</u>
5S	Clerk Typist I Food Service Worker I Instructional Aide	11.75 <u>12.09</u>
6S	Bilingual Aide I Bilingual Clerk Typist I Food Service Worker II Alternative Education Program Aide READY Program Tutor	12.33 <u>12.69</u>
7S	Account Clerk I Custodian I Educational Tutor, K-6 Groundskeeper I Lead READY Program Tutor Signing Aide Special Circumstances Aide Special Education Aide Substitute Telephone Clerk	12.95 <u>13.32</u>
8S	Account Clerk II Clerk-Typist II Cook/Baker Family Resource Center Receptionist Food Service Utility Worker Media Services Aide	13.60 <u>13.99</u>
9S	Bilingual Clerk-Typist II Bilingual Translator/Clerk Custodian II Delivery Worker Groundskeeper II Maintenance Worker I	14.28 <u>14.69</u>
10S	Bus Driver Health Care Assistant Help Desk Technician Secretary	15.00 <u>15.43</u>

Range	Position	Hourly Rate**
11S	Bilingual Health Care Assistant Dispatcher Irrigation Specialist Lead Custodian	15.75 16.19
12S	Account Technician I Warehouse/Reprographics and Mail Technician	16.53 17.01
13S	Head Custodian Maintenance Worker II Mechanic I Migrant Services Specialist Parent Liaison Specialist Painter/Maintenance Worker II Teacher Resource Center Specialist	17.36 17.86
14S	Administrative Secretary I	18.22 18.75
15S	Account Technician II Administrative Secretary II Child Welfare and Attendance Specialist Computer Maintenance Technician-I Database Specialist I	19.14 19.68
16S	Account Technician III Community Day School Specialist Educational Interpreter Student Specialist	20.09 20.67
17S	Bilingual Student Specialist Heating, Ventilation & Air Conditioning Specialist Locksmith	21.10 21.70
18S	Account Technician IV Computer Maintenance Technician II Database Specialist II Lead Mechanic (Automotive) Network Engineer Student Advocate, Junior High Student Advocate, K-6 Systems Engineer	22.16 22.79
19S		23.26 23.93
20S		24.42 25.12

*Substitutes and temporary employees hired into the following positions will be paid from the current Classified Salary Schedule if they hold the required certifications and have appropriate experience for each pay step: Bus Driver, Health Care Assistant, Bilingual Health Care Assistant, Educational Interpreter, Database Specialist I/II, Network Engineer, Systems Engineer, Student Specialist and Bilingual Student Specialist.

**93.5% of CSEA Schedule, Step 1

Adopted: ~~6/1~~ / ~~14~~ /14

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of Resolution #18-14: Board Delegation of Powers/Duties of Governing Board (Ed. Code Sec. 35161).

PURPOSE:

This authorization would allow the Assistant Superintendent of Fiscal Services, Nancy White, to make any final intrafund budget revisions necessary so that major expenditure classifications within a fund would not be over expended. The need for further budget revisions is not anticipated; however, the need may arise.

This authorization will also allow for transfers for cash flow purposes to be made if necessary.

FISCAL IMPACT:

None.

RECOMMENDATION:

Approve Resolution #18-14: Board Delegation of Powers/Duties of Governing Board (Ed. Code Sec. 35161).

RESOLUTION NO. 18-14

**RESOLUTION OF THE GOVERNING BOARD
OF THE
HANFORD ELEMENTARY SCHOOL DISTRICT**

**BOARD DELEGATION OF POWERS/DUTIES OF GOVERNING BOARD
(EDUCATION CODE §35161)**

WHEREAS, Education Code § 35161 provides that “the governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board . . .”; and

WHEREAS, Stats. 1987, c. 1452, § 200, effective January 1, 1988, amended Education Code § 35161 and added the following new language which provides further that the governing board “ . . . may delegate to an officer or employee of the district any of those powers or duties. The governing board; however, retains ultimate responsibility over the performance of those powers or duties so delegated . . .”, and

WHEREAS, the Governing Board of the Hanford Elementary School District recognizes that while the authority provided in Education Code § 35161 authorizes the Board to delegate any of its powers and duties, the Governing Board retains the ultimate responsibility over the performance of those powers or duties.

NOW THEREFORE, BE IT RESOLVED that in accordance with the authority provided in Education Code § 35161, the Governing Board of the Hanford Elementary School District hereby delegates the authority to act on its behalf in performance of the duties and powers granted to the Board in law to the following officers or employees of the district and for the responsibilities and period of time indicated below:

Board-Delegated Power Or Duty Including Any Limitations Or Restrictions Applicable Thereto	Board-Authorized District Employee/Officer	Board-Authorized Time Period
2013/14 Budget Revisions	Nancy White	07/01/14 – 10/15/14
Interfund Transfers for Cash Flow Purposes	Nancy White	07/01/14 – 10/15/14

Resolution No. 18-14

Page 2

The adoption of the foregoing resolution was moved by Board Member _____, seconded by Board Member _____, and passed by _____ vote of Board Members present.

I, Paul J. Terry, Ed.D., Secretary of the Governing Board of the Hanford Elementary School District hereby certify that the foregoing is a true and correct copy of a Resolution duly made, adopted and entered in the Board minutes of the Governing Board meeting on the 11th day of June 2014.

Secretary, Governing Board

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of legal services agreements and fees for fiscal year 2014-15.

PURPOSE:

To authorize legal services contracts and the fees proposed for 2014-15 (see attachment) with:

- Atkinson, Andelson, Loya, Ruud & Romo
- Griswold, LaSalle, Cobb, Dowd & Gin

FISCAL IMPACT:

Legal services are only used on an as needed basis. Fees charged are paid from General Fund – General Purpose Funds.

RECOMMENDATION:

Approve legal services agreements as listed above for 2014-15.

Hanford Elementary School District

LEGAL SERVICES FEES FOR 2014-15

Legal Service Provider	2014-15 Rates	Increase
Atkinson, Andelson, Loya, Ruud & Roma		
SPECIALITY: General Legal Matters; Personnel and Labor Relations		
Senior Partners	\$210/hour	New
Partners & Senior Counsel	\$205/hour	New
Senior Associates	\$200/hour	New
Associates	\$195/hour	Increase \$10
Non-Legal Consultants	\$160/hour	No change
Paralegals/Law Clerks	\$135/hour	No change

Griswold, LaSalle, Cobb, Dowd & Gin

SPECIALITY: General Legal Matters; Defense Attorneys

Attorneys	\$170 - \$215/hour	No change
Paralegals	\$90/hour	No change
Legal Assistants	\$25 - \$50/hour	No change

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of consultant contract with Mandate Resource Services, LLC for the preparation of Mandated Cost Claims.

PURPOSE:

Article XIII B, section 6 of the California State Constitution allows school districts to recover costs for providing State mandated services. Costs mandated by the State means any increased cost which a school district is required to incur as a result of any statute or executive order, which mandates a new program or higher level of service of an existing program.

Even though the District has chosen to receive funding for mandated costs as a Block Grant rather than through submitting individual claims, we must still keep records documenting expenses for each mandate. We have previously contracted with Mandate Resource Services, LLC to prepare our expense documentation for the mandates covered by the Block Grant and any individual claims. This consultant is quite knowledgeable about mandates costs rules, regulations and procedures.

FISCAL IMPACT:

The \$5,800 fee for this contract would be paid from the General Fund.

RECOMMENDATION:

Approve consultant contract with Mandate Resource Services, LLC for the preparation of Mandated Cost Claims.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of consultant agreement with Government Financial Strategies.

PURPOSE:

Government Financial Strategies has provided financial advisory services for the District in the past, including for both of our G. O. Bonds. They continue to provide services to the District in other aspects of financial planning.

FISCAL IMPACT:

Services are billed on an hourly basis at \$225 per hour plus expenses.

RECOMMENDATION:

Approve consultant agreement with Government Financial Strategies.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of consultant contract with Mangini Associates, Inc. - TPM.

PURPOSE:

Mangini Associates, Inc. - TPM to provide the District with architectural services for work related to projects that arise during the 2014-15 school year.

FISCAL IMPACT:

Expenditures only as necessary would be paid from the Developer Fees Fund and/or the General Fund.

RECOMMENDATION:

Approve consultant contract with Mangini Associates, Inc. – TPM.

✓

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of Resolution #19-14: Employer Paid Member Contribution Resolution.

PURPOSE:

The State Teachers Retirement System (STRS) requires Charter schools to submit documentation in order for certificated employees at the Charter school to participate in STRS. This Resolution is part of the required documentation that will allow the District to submit member contributions to STRS on behalf of the Jefferson Charter Academy employees.

FISCAL IMPACT:

None.

RECOMMENDATION:

Approve Resolution #19-14: Employer Paid Member Contribution Resolution.

Resolution No. 19-14**Employer Paid Member Contribution Resolution**

Whereas, the Hanford Elementary School Board has the authority to implement the provisions of Section 414 (h) (2) of the Internal Revenue Code (IRC); and

Whereas, the Teachers' Retirement Board of the State Teachers' Retirement System adopted its resolution section 414 (h) (2) IRC on May 17, 1985; and

Whereas, the Internal Revenue Service has stated on August 27, 1985, that the implementation of the provisions of section 414 (h) (2) IRC pursuant to the resolution of the Teachers' Retirement Board would satisfy the legal requirements of section 414 (h) (2) IRC; and

Whereas, the Hanford Elementary School Board has determined that even though the implementation of the provisions of section 414 (h) (2) IRC is not required by law, the tax benefit offered by section 414 (h) (2) IRC should be provided to its employees who are members of the State Teachers' Retirement System.

NOW, THEREFORE, BE IT RESOLVED:

- I. That the Hanford Elementary School Board will implement the provisions of section 414 (h) (2) Internal Revenue Code by making employee contributions to the State Teachers' Retirement System on behalf of its employees who are members of the State Teachers' Retirement System. "Employees contributions" shall mean those contributions to the State Teachers' Retirement System which are deducted from the salary of employees and are credited to individual employees' accounts.
- II. That the contributions made by the Jefferson Charter Academy Charter School to the State Teachers' Retirement System, although designated as employee contributions, are being paid by the Jefferson Charter Academy Charter School in lieu of contributions by the employees who are members of the State Teachers' Retirement System.
- III. That employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the Jefferson Charter Academy Charter School to the State Teachers' Retirement System.
- IV. That the Jefferson Charter Academy Charter School shall pay to the State Teachers' Retirement System the contributions designated as employee contributions from the same source of funds as used in paying salary.
- V. That the Amount of the contributions designated as employee contributions and paid by the Jefferson Charter Academy Charter School to the State Teachers' Retirement System on behalf of an employee shall be the entire contribution required of the employee by the Teachers' Retirement Law (California Education Code sections 22000 et seq.).

- VI. That the contributions designated as employee contributions made by Jefferson Charter Academy Charter School to the State Teachers' Retirement System shall be treated for all purposes, other than taxation, in the same way that member contributions are treated by the State Teachers' Retirement System.

- VII. That the Jefferson Charter Academy Charter School shall make no contributions designated as employee contributions until the State Teachers' Retirement System has developed and implemented procedures for administering the provisions of section 414 (h) (2) Internal Revenue Code and until the State Teachers' Retirement System has officially notified the Jefferson Charter Academy Charter School that it will accept contributions pursuant to section 414 (h) (2) Internal Revenue Code.

Approved by the Hanford Elementary School District Board of Trustees as governing Board for Jefferson Charter Academy.

Date: June 11, 2014

Signature:

Title:

James L. Jay III

President

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: June 2, 2014

FOR: (X) Board Meeting
() Superintendent's Cabinet

FOR: () Information
(X) Action

Date you wish to have your item considered: June 11, 2014

ITEM:

Consider approval of Certification of Signatures.

PURPOSE:

The attached Certification of Signatures will supersede the Certification dated December 11, 2013.

This Certification is normally done once each year at the Board's Annual Organization meeting in December. The amendment this year at this time is due to the retirement and replacement of the Asst. Superintendent, Human Resources.

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: June 11, 2014 to the annual reorganization meeting in December 2014 in accordance with governing board approval dated June 11, 2014 with the exception of the note below for the position of Asst. Superintendent, Human Resources.

Signature: _____

Secretary of the Board

Column 1

Signatures of Members of Governing Board:

Signature _____
Type Name James L. Jay III
President of the Board of Trustees

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

Signature _____
Type Name Lupe Hernandez
Clerk of the Board of Trustees

Signature _____
Type Name Dennis Hill
Member of the Board of Trustees

Signature _____
Type Name Timothy L. Revious
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 Jamie Martinez*
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 (*Ed Code Sections 42632; 42633; 44843*)

On Orders of Payment	1
On Notice of Employment	1
On Contracts	1

* The signature of Diane Williams, Asst. Superintendent, Human Resources will be valid from June 11, 2014 through August 31, 2014. The signature of Jamie Martinez, Asst. Superintendent, Human Resources will be valid from June 11, 2014 to the annual reorganization meeting in December 2014.

** 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.