

Hanford Elementary School District

1/47

REGULAR BOARD MEETING AGENDA

Wednesday, April 30, 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# 13-66 – Hamilton
- **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.*)
 - Complaints or Charges Against a Public Employee (GC 54957)
 - Conference with Labor Negotiator (GC 54957.6) – HETA; District Negotiators: Paul Terry/Diane Williams
 - Public Employee Appointment or Employment – Assistant Superintendent: Paul Terry

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 April 4, 2014; April 9, 2014; April 11, 2014; and April 16, 2014.
- b) Approve minutes of Regular Board Meeting April 9, 2014.
- c) Approve donation of \$1,808.20 from Jefferson Parent Teacher Club to Jefferson School. (Espindola)

- *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.*

- d) Approve donation of \$175.00 from Monroe PTC to Monroe School. (Martinez)
- e) Approve donation of \$500.00 from Wells Fargo Community Support to Monroe School. (Martinez)
- f) Approve donation of \$2,200.00 from Washington PTC to Washington School. (Rubalcava)
- g) Approve donation of \$180.00 from Washington PTC to Washington School. (Rubalcava)
- h) Approve donations to Simas School from: Edison International - \$75.00; PTC - \$13,618.53; and Savemart Shares - \$14.64. (Baldwin)
- i) Approve donation of one popcorn machine, Paragon TP-8, estimated value \$581.00, from Joseph Arcidiacano to Lee Richmond School. (Calvillo)

3. INFORMATION ITEMS

- a) Receive District's Initial Proposal to Hanford Elementary Teachers Association (HETA) for 2014-2015 amendments to the Collective Bargaining Agreement (reopened articles). (Williams)
- b) Receive Hanford Elementary Teachers Association's (HETA's) Initial Proposal for 2014-2015 amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and HETA (reopened articles).

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of the following revised Board Policy: (Terry)
 - BP 5030 – Student Wellness
- b) Consider approval of consultant contract for Kings Art Center to present art lessons to Lee Richmond first grade students. (Calvillo)

5. PERSONNEL (Williams)

a) Employment

Certificated, effective 8/11/14

- Tenisha Clifton, Teacher, Probationary I
- Lorena Cortez, Teacher, Probationary I
- Jane Dirkes, Teacher, Probationary I
- Davian Figueroa, Teacher, Probationary I
- Carlene Ogren, Teacher, Probationary I
- Sandra Cruz Rodriguez, Teacher, Probationary I
- Blanca Nelly Buller, Teacher, Probationary I

Classified

- Stacy Whittington, Food Service Worker I – 2.5 hrs., Richmond, effective 4/4/14

Temporary Employees/Substitutes/Yard Supervisors

- Angela Almeida, Short-term Yard Supervisor – 2.5 hrs., Roosevelt, effective 4/7/14 to 5/16/14
- Branden Barajas, Substitute Yard Supervisor, effective 4/7/14
- Vance Fredrick, Short-term Custodian II – 8.0 hrs., (6.0 hrs. Washington/2.0 hrs. Wilson), effective 4/7/14 to 6/13/14
- Brittnei Gingras, Short-term READY Tutor – 4.5 hrs., Washington, effective 4/22/14 to 6/6/14
- Quinton Green, Substitute Yard Supervisor, effective 4/3/14
- Kristina Keen, Short-term Yard Supervisor – 2.0 hrs., Simas, effective 4/22/14 to 6/6/14

- Vanessa Rosas, Short-term Yard Supervisor – 3.75 hrs., Washington, effective 4/22/14 to 6/6/14
- Kathleen Varela, Short-term Yard Supervisor – 1.0 hrs., Hamilton, effective 4/22/14 to 6/6/14
- b) Resignations
 - Daniel Bocanegra, READY Program Tutor – 4.5 hrs., Washington, effective 4/11/14
 - Julie Mueller, Teacher, Hamilton, effective 6/6/14
 - Melissa Stephenson, Teacher, Richmond, effective 6/6/14
- c) Temporary Out of Class Assignment
 - Mark Alcala, from Custodian II – 8.0 hrs., Wilson to Lead Custodian – 8.0 hrs., Roosevelt, effective 4/29/14 to 6/13/14
- d) Temporary Transfer
 - Josiah Sandoval, Custodian II – 8.0 hrs., from 6.0 hrs., Washington/2.0 hrs., Wilson to 8.0 hrs., Wilson, effective 4/2/14 to 6/13/14
- e) Promotion
 - Angela Almeida, from Yard Supervisor – 3.75 hrs., to Food Service Worker I – 2.5 hrs., Roosevelt, effective 4/7/14
- f) More Hours
 - June Strong, Yard Supervisor, from 2.5 hrs. to 2.75 hrs., Roosevelt, effective 4/7/14
- g) Temporary Transfer – Temporary Increase in Hours
 - Erica Castorena, Bilingual Clerk Typist II, from 5.0 hrs. King to 8.0 hrs., Richmond, effective 4/22/14 to 6/13/14 or as needed.
- h) Leave of Absence
 - Karen Bissell, Teacher, Monroe, effective 4/22/14 to 5/9/14, baby bonding
 - Nadia D'Agostino, Teacher, Lincoln, effective 4/22/14 to 5/23/14, baby bonding
- i) Volunteers

<u>Name</u>	<u>School</u>
Ashley Candelaria (HESD Employee)	Hamilton
Stephanie Dominguez	Hamilton
Francisca Estrada de Saldana (HESD Employee)	Hamilton
Melissa Herndon	Hamilton
Crystal Trevino	Hamilton
Kathleen Varela (HESD Employee)	Hamilton
Vinessa Valdez	Jefferson
Nina Arias	King
Alicia Magnia	King
Araceli Mandujano (HESD Employee)	King
Erikka Gonzalez	Monroe
Phillip Howard	Monroe
Mindy Kent	Monroe
Sonia Mandujano	Monroe
Dolores Owen	Monroe
Samantha Capp	Roosevelt
LaVerne O'Daniel (HESD Employee)	Roosevelt
Angelica Silvestre	Roosevelt
Leslie Knott	Washington
Providence Medina	Washington

6. FINANCIAL (White)

- a) Consider authorization of New Fund – Fund 0900 – Charter Schools Fund.
- b) Consider re-authorization of Fund 4000 – Special Reserve – Capital Outlay.
- c) Consider approval of Resolution #14-14: Revision of the 2013-14 Budget.

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas
DATE: April 16, 2014

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

Date you wish to have your item considered: April 30, 2014

ITEM: Student Discipline

PURPOSE: Readmissions

Case# 13-66 - Hamilton

Hanford Elementary School District
Minutes of the Regular Board Meeting
April 9, 2014

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on April 9, 2014, at the District Office Board Room, 714 N. White Street, Hanford, CA.

- Call to Order** President Jay called the meeting to order at 5:30 p.m. Trustees Garner, Hernandez, Hill, and Revious were present.
- Closed Session** Trustees immediately adjourned to closed session for:
- Student Discipline Cases #14-05 and #12-02
- Trustees returned to open session at 5:53 p.m.
- HESD Managers Present** Dr. Paul J. Terry, Superintendent, and the following administrators were present: Lindsey Calvillo, Doug Carlton, Debra Colvard, Ramiro Flores, Joy Gabler, David Goldsmith, Lucy Gomez, Karen McConnell, Gerry Mulligan, Jennifer Pitkin, Jill Rubalcava, Liz Simas, Nancy White, and Diane Williams.
- Revoke Readmission Case #12-02** Trustee Hernandez made a motion to revoke readmission for Case #12-02 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 Garner seconded; motion carried 5-0:
- Garner – yes
 - Hernandez - yes
 - Hill – yes
 - Jay – yes
 - Revious – yes
- Case #14-05** Trustee Hernandez made a motion to accept the Findings of Facts and suspend from Community Day School Case #14-05 for the remainder of the 2013-14 school year for violation of Education Code 48900 as determined by the Administrative Panel at Hearings held April 7, 2014. Parents may apply for readmission on or after June 6, 2014. Trustee Revious seconded; motion carried 5-0:
- Garner – yes
 - Hernandez - yes
 - Hill – yes
 - Jay – yes
 - Revious – yes
- Public Comments** None.
- Board and Staff Comments** Superintendent Dr. Terry invited the board to consider attendance and respond to the invitation to attend the Central Valley Education Coalition Dinner on Thursday April 24, 2014 in Fresno. Trustee Hill stated he will attend; Trustees Garner and Hernandez will not attend; Trustees Revious and Jay will report back. Superintendent's Administrative Assistant will follow through with registration, and provide Trustee Hill with a courtesy

reminder on April 23.

Requests to Address the Board at future meetings None.

Dates to Remember President Jay reviewed Dates to Remember: Spring Break April 14 – 21; Kings County Track Meet April 30 at Hanford High track; next regular board Meeting April 30.t,

INFORMATION ITEMS

Williams Quarterly Report Superintendent Dr. Terry reported to the Board that the district received no Williams Complaints for the third quarter (1/1/14-3/31/14) of the 2013-14 school year.

BP 5030 Superintendent Dr. Terry presented for information revised Board Policy 5030 – Student Wellness. The revisions will be presented at a future board meeting for approval.

CONSENT ITEMS

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

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

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

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

The items approved as follows:

- a) Warrant listings dated March 12, 2014; March 21, 2014; and March 28, 2014.
- b) Minutes of March 26 2014 Regular Board Meeting.
- c) Donation of \$3,472.10 from Washington PTC to Washington School.

Trustee Hill publicly acknowledged and thanked Washington PTC for its generous donation to Washington School.

BOARD POLICIES AND ADMINISTRATION

BP/AR 0420.4 Trustee Garner made a motion to adopt Board Policy and Administrative Regulation 0420.4 – Charter School Authorization. Trustee Hernandez

seconded; motion carried 5-0:

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

BP/AR 0420.41

Trustee Hernandez made a motion to adopt Board Policy and Administrative Regulation 0420.41 – Charter School Oversight. Trustee Revious seconded; motion carried 5-0:

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

BP/AR 1340

Trustee Revious made a motion to approve revised Board Policy and Administrative Regulation 1340 – Access to District Records. Trustee Hernandez seconded; motion carried 5-0:

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

BP/AR 3580

Trustee Hernandez made a motion to approve revised Board Policy and Administrative Regulation 3580 – District Records. Trustee Garner 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 "i" together. Trustee Revious 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 "i". 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

- Brandie Allen, Teacher, Probationary I
- Henry Gonzales, Teacher, Probationary I
- Sheri Gordon, Teacher, Probationary I
- Katie Heugly, Teacher, Probationary I
- Shannon Kavadas, Teacher, Probationary I
- Maureen Kuiper, Teacher, Probationary I
- Ana Llamas, Teacher, Probationary I
- Marlana Sotelo, Teacher, Probationary I
- Jennifer Weber, Teacher, Probationary I
- Samantha Wolfe, Special Education Teacher, Probationary I

Classified

- Cheryl Lovett, Dispatcher – 8.0 hrs., Transportation/DSF, effective 3/27/14

Temporary Employees/Substitutes/Yard Supervisors

- Ashley Candelaria, Yard Supervisor – 2.0 hrs., Hamilton, effective 4/22/14
- Inez Carreiro, Short-term Yard Supervisor - .50 hrs., Jefferson, effective 3/25/14 to 6/6/14
- Connie Cavazos, Short-term Yard Supervisor – 3.75 hrs., Richmond, effective 3/31/14 to 5/9/14
- Ruben Esparza, Jr., Substitute Groundskeeper I, effective 3/21/14
- Danielle Fernandez, Short-term READY Program Tutor – 4.5 hrs., Richmond, effective 3/13/14 to 6/6/14
- Marie Gallegos, Short-term Yard Supervisor – 3.25 hrs., Kennedy, effective 4/22/14 to 6/6/14
- Carolina Garcia, Substitute Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 3/18/14
- Stacie Garcia, Yard Supervisor – 1.0 hr., Monroe, effective 4/22/14
- Angel Hawkins, Yard Supervisor – 1.25 hrs., Roosevelt, effective 4/22/14
- Andraya Hernandez, Short-term Yard Supervisor – 3.0 hrs., Simas, effective 4/22/14 to 6/6/14
- Michael A. Hernandez, Short-term Special Education Aide – 5.0 hrs., Hamilton, effective 4/28/14 to 6/6/14
- Ramona Mendoza, Short-term Yard Supervisor – 1.0 hr., Washington, effective 4/22/14 to 6/6/14
- Audree Mercado, Substitute Yard Supervisor, effective 3/13/14
- Lillian Puga, Substitute READY Program Tutor, effective 3/19/14
- Eric Ramirez, Cologuard Instructor/Flag Coach, Jr. High – 3 units, Wilson, effective 3/31/14 to 6/6/14
- Sylvia Solorio, Short-term Yard Supervisor – 1.5 hrs., Monroe, effective 4/22/14 to 6/6/14
- Jacqueline Spearman, Substitute READY Program Tutor, effective 3/14/14
- Kathleen Varela, Substitute Yard Supervisor, effective 3/20/14

***Item "b" –
Resignations***

- Timothy Douty, Teacher, Roosevelt, effective 6/6/14
- Brittany Farris, Substitute Yard Supervisor, effective 5/15/12

- Gina Garnica, Substitute Yard Supervisor, effective 9/27/13
- Sandi Lopez, Substitute READY Program Tutor, Special Education Aide and Yard Supervisor, effective 2/14/14
- Brittany McCormick, Substitute Yard Supervisor, effective 12/20/13
- Chari Rodriguez, Substitute Yard Supervisor, effective 5/7/12
- Pearl Rodriguez, Substitute Translator: Oral Interpreter and Written Translator and Yard Supervisor, effective 12/20/13
- Mica Tan, Teacher, Wilson, effective 6/6/14

***Item "c" –
Retirement***

- William W. Coelho, Mechanic – 8.0 hrs., Transportation/DSF, effective 7/11/14

***Item "d" –
Temporary Out of
Class
Assignment/Transfer***

- Maribel Aguilera, from Bilingual Clerk Typist II – 8.0 hrs., to School Operations Officer – 8.0 hrs., Richmond, effective 4/22/14 to 6/13/14

***Item "e" –
More Hours***

- Stephanie Treviño, Short-term Yard Supervisor, from 1.0 hrs. to 1.5 hrs., Jefferson, effective 3/25/14 to 6/6/14

***Item "f" –
Leave of Absence***

- Judy Chavez, Teacher, Washington, effective 2014-15 school year, child rearing
- Tanya Miller, Yard Supervisor – 1.0 hr, Jefferson, effective 3/7/14 to 5/7/14, medical
- Christina Raymer, Teacher, Lincoln, effective 3/18/14 to 4/25/14, baby bonding
- School Counselor (new)

***Item "g" –
Job Descriptions***

***Item "h" – Salary
Schedule***

- Management/Professional Specialist/Confidential Salary Schedule (revised to add the School Counselor position)

***Item "i" –
Volunteers***

<u>Name</u>	<u>School</u>
Yesenia Rios	Hamilton
Griselda Torres (HESD Employee)	Jefferson/Simas
Jose Torres (HESD Employee)	Jefferson/Simas
Judy Balderas	King
Cristina Ceja (HESD Employee)	King
Maricela Dela Torre	King
Steven Morales	King
Shawna Morales	King
Corina Valadez	King
Bertha Martin (HESD Employee)	Monroe
Sonia Mena	Monroe
Amy Reser	Monroe
Faustina Torres	Monroe
Irene Church (HESD Employee)	Roosevelt
Catherine Castaneda (HESD Employee)	Washington
Samantha Maldonado	Washington
Erin Shultz (HESD Employee)	Washington
Rachelle Vasquez (HESD Employee)	Washington

FINANCIAL

Resolution #13-14 Trustee Hill made motion to approve Resolution #13-14: 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, President Jay adjourned the meeting at 6:05 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 DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Javier Espindola

DATE: April 9, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: April 30, 2014

ITEM: Donation of \$1808.20 from Jefferson Parent Teacher Club to Jefferson School.**PURPOSE:** Accept donation of \$1808.20 from Jefferson PTC for study trip bus transportation, entrance fees, mileage, lunch and dinner costs - 1st Grade Monterey Bay Aquarium 2/14/14.**FISCAL IMPACT:**

0100-0000-0-1110-1000-571020-021-0000 \$1,486.00

0100-0000-0-0000-2700-520003-021-0000 \$207.20

0100-0000-0-0000-0000-520000-021-0000 \$20.00

0100-0000-0-1110-1000-575030-021-0000 \$95.00

RECOMMENDATIONS: Accept Donation

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Paul Terry

FROM: Jaime Martinez

DATE: April 9, 2014

For: ☒ Board Meeting
☐ Superintendent's Cabinet

For: ☐ Information
☒ Action

Date you wish to have your item considered: April 30, 2014

ITEM: Donation of \$175.00 from Monroe Parent Teacher Club

PURPOSE: Accept donation of \$175.00 from Monroe Parent Teacher Club:


Track Fees
0100-0000-0-1110-1000-430006-024-0000

FISCAL IMPACT (if any): \$175.00

RECOMMENDATION (if any): Action.

HANFORD ELEMENTARY SCHOOL DISTRICTAGENDA REQUEST FORM

TO: Paul Terry

FROM: Jaime Martinez 

DATE: April 9, 2014

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

Date you wish to have your item considered: April 30, 2014

ITEM: Donation of \$500.00 from Monroe Wells Fargo Community SupportPURPOSE: Accept donation of \$500.00 from Wells Fargo Community Support:

Study Trips

0100-0000-0-1110-1000-430006-024-0000

FISCAL IMPACT (if any): \$500.00RECOMMENDATION (if any): Action.

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HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Jill Rubalcava

DATE: 4/2/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 4/30/14

ITEM: Donation of \$2,2000.00 from Washington PTC to HESD

PURPOSE: Teacher instructional supplies and TRC expenditures

FISCAL IMPACT: 0100-0000-0-1110-1000-430001-028-0000 - \$2000
0100-0000-0-1110-1000-571005-028-0160 - \$200

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Jill Rubalcava

DATE: 4/3/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 4/30/14

ITEM: Donation of \$180.00 from Washington PTC to HESD

PURPOSE: Student Incentives

FISCAL IMPACT: 0100-0000-0-1110-430006-028-0000 \$180.00

RECOMMENDATIONS: Accept Donation

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Kristina Baldwin

DATE: 4/11/14- Revised 4/22/14-Revised 4/24/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 4/30/14

ITEM: Donation from Edison International- \$75.00, PTC donation of \$13,618.53, Savemart Shares \$14.64

PURPOSE: To be used for the following:

Edison International & Savemart Shares- instructional supplies

PTC: Jog-a-thon reimbursement \$435.89

Yearbooks for students \$1482.64

Staff Appreciation \$400

New Playground - \$10,000

FLI Celebration and 6th Grade End of Year Celebration \$1300.00

FISCAL IMPACT: Increase of \$13,708.17 to Simas School General Fund Budget

RECOMMENDATIONS: Accept donations.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Lindsey Calvillo

DATE: April 22, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: April 30, 2014

ITEM: Donation of one Popcorn Machine, Pargon TP-8, estimated value \$581, from Joseph Arcidiacano to Lee Richmond.

PURPOSE:

FISCAL IMPACT:

RECOMMENDATIONS: Accept donation.

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams *DW*

DATE: April 17, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☒ Information
☐ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 30, 2014**

ITEM: Receive District's Initial Proposal to Hanford Elementary Teachers Association (HETA) for 2014-2015 amendments to the Collective Bargaining Agreement (reopened articles).

PURPOSE: To initiate the negotiation process for 2014-2015 amendments to the Collective Bargaining Agreement between HESD and HETA. The current 3-year agreement allows for re-negotiating Article 11, School Calendar and Work Year, Article 18, Employee Group Health and Welfare Insurance Benefits and Article 20, Salary.

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

FISCAL IMPACT: Unknown; proposal is subject to negotiation.

RECOMMENDATION: Receive for information only.

**HANFORD ELEMENTARY SCHOOL DISTRICT'S INITIAL PROPOSAL FOR
SUCCESSOR COLLECTIVE BARGAINING AGREEMENT WITH
HANFORD ELEMENTARY TEACHERS ASSOCIATION
Effective July 1, 2014**

Article 11

School Calendar and
Work Year

3. Effective July 1, ~~2013~~ 2015, the work year shall contain the following elements:

~~2~~ 4 Professional Development Days

Total workdays ~~188~~ 186 days

Remove language about 2013-14 school year and number of P.D. Days. Remove language about minimum day preceding Labor Day.

Article 18

Employee Group Health
& Welfare Insurance
Benefits

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 ~~add~~ authorized by the plan provider

Add "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

6. Monthly payroll deductions beginning October 1, ~~2013~~ 2014

8. (strike following two sentences).

~~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.~~

Article 18 (continued)
Employee Group Health
& Welfare Insurance
Benefits

D. Suspension/Discontinuance of Medical Group Insurance
(Strike entire section) ~~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.~~

Article 20
Salary

A.1. Discuss salary schedule improvements and the salary for two additional days.

C. 2.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.

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams *DW*

DATE: April 17, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☒ Information
☐ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 30, 2014**

ITEM: Receive Hanford Elementary Teachers Association's (HETA's) Initial Proposal for 2014-2015 amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and HETA (reopened articles).

PURPOSE: To initiate the negotiation process for 2014-2015 amendments to the Collective Bargaining Agreement between HESD and HETA. The current 3-year agreement allows for re-negotiating Article 11, School Calendar and Work Year, Article 18, Employee Group Health and Welfare Insurance Benefits and Article 20, Salary.

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

FISCAL IMPACT: Unknown; proposal is subject to negotiation.

RECOMMENDATION: Receive proposal for information only.

The Hanford Elementary Teachers' Association's Contract Proposals for 2014-2015

Article 20 Salary

The association proposes that the salary schedule be increased so the District is highly competitive with other school districts in Kings and Tulare Counties, in order to retain current employees and continue to attract high quality educators for the future.

Addition of side letter of agreement regarding collaboration on development of a Local Control Accountability Plan.

Article 11 Calendar

Calendar settled and agreed upon previously.

Article 18 Employee Group Health and Welfare Insurance Benefits

HETA proposes continued fully District paid premiums and a lowering of out of pocket expenses.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Paul J. Terry, Ed.D.

DATE: April 22, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: April 30, 2014

ITEM: Consider approval of the following revised Board Policy:
• BP 5030 – Student Wellness

PURPOSE: This board policy addresses nutrition promotion and education, physical activity, and other school-based activities that promote student wellness.

FISCAL IMPACT:

RECOMMENDATION: Approve.

Hanford ESD

Board Policy

Student Wellness

BP 5030

Students

~~The Board of Trustees~~ The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall build a coordinated school health system that supports coordinate and reinforces health literacy align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, health promotion for staff, and a safe and healthy school environment, and parent/guardian and. In addition, the Superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community involvement in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

~~(cf. 0000 - Vision)~~

~~(cf. 0200 - Goals for the School District)~~ 1020 - Youth Services)

~~(cf. 3513.3 - Tobacco-Free Schools)~~

~~(cf. 3514 - Environmental Safety)~~

~~(cf. 5131.6 - Alcohol and Other Drugs)~~

~~(cf. 5131.61 - Drug Testing)~~

~~(cf. 5131.62 - Tobacco)~~

~~(cf. 5131.63 - Steroids)~~

~~(cf. 5141 - Health Care and Emergencies)~~

~~(cf. 5141.2322 - Infectious Disease Prevention Diseases)~~

~~(cf. 5141.3 - Health Examinations)~~

~~(cf. 5141.31 - Immunizations)~~

~~(cf. 5141.32 - Health Screening for School Entry)~~

~~(cf. 5141.6 - Student School Health and Social Services)~~

~~(cf. 5142 - Safety)~~

~~(cf. 5146 - Married/Pregnant/Parenting Students)~~

~~(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)~~

~~(cf. 6164.2 - Guidance/Counseling Services)~~

School Health Council/Committee

~~The Board's~~ The Superintendent or designee shall encourage parents/guardians, students, school food service employees, physical education teachers, school health professionals, Board members, school administrators, Board representatives, and members of the public. (42 USC 1751 Note to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

1751 Note to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the Superintendent or designee will may appoint a school health council or other district committee consisting of whose membership shall include representatives of the above these groups. The council or committee may. He/she also include district administrators, health professionals, school nurses, may invite participation of other groups or individuals, such as health educators, physical education teachers, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

(cf. 1220 - Citizen Advisory Committees)

(cf. 9140 - Board Representatives)

~~The Healthy School Environment Wellness Committee will act as the HESD Wellness Policy Committee (as provided in Federal Legislation) and assist in developing, implementing, monitoring, reviewing, and, as necessary, revising school nutrition and physical activity policies. The committee will serve as resources to school sites for implementing those policies. (A school wellness policy committee consists of a group of individuals representing the school and community, and should include parents, students, representatives of the school food authority, members of the school board, school administrators, teachers, health professionals, and members of the public.) The committee may also consist of a member representing the Nutrition Network for Healthy, Active Families Contract with the USDA or any other grant that supports the education of students on nutrition.~~

Food Service/Child Nutrition Program

The school health council/committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the council/committee may also include the planning, implementation, and evaluation of activities to promote health within the school or community.

Goals for Nutrition, Physical Activity, and Other Wellness Activities

The Board recognizes shall adopt goals for nutrition promotion and education, physical activity, and other school-based activities that students need adequate, nourishing food in order promote student wellness. (42 USC 1758b)

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The district's nutrition education and physical education programs shall be based on research, shall be consistent with the expectations established in the state's curriculum frameworks and content standards, and shall be designed to build the skills and knowledge that all students need to maintain good health—a healthy lifestyle.

(cf. 6011 - Academic Standards)

(cf. 6142.7 - Physical Education and Activity)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

The Board desires to provide students with adequate space and time to eat meals. nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, weight management, and oral health. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

(cf. 5148.2 - Before/After School Programs)
(cf. 6177 - Summer Learning Programs)

To reinforce the district's nutrition education program, food available on the Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, free give-aways, or other means.

(cf. 1325 - Advertising and Promotion)

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school premises shall: athletic programs, extracurricular programs, before- and after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

1. Be carefully selected so as (cf. 5142.2 - Safe Routes) to contribute to student's nutritional well-being and the prevention of disease.
2. Meet or exceed nutritional standards specified in law and administrative regulation.
3. Be prepared in ways which will appeal to students, retain nutritive quality and foster lifelong healthy eating habits.
4. Be served in age appropriate quantities.
5. Be sold at reasonable prices.

The Superintendent or designee shall develop strategies designed to encourage the participation of students and parents/guardians in the selection of foods of good nutritional quality for school menus. Parents/guardians are encouraged to support the district's nutrition education efforts by considering nutritional quality when selecting any snacks which they may donate for occasional class parties or in food sent from home for individual consumption.

~~The Board desires to provide students with adequate time and space to eat meals. To the extent possible, school and transportation schedules shall be designed to encourage participation in school meal programs.~~

~~The Superintendent or designee shall periodically review the adequacy of school facilities for cafeteria eating and food preparation. School cafeterias shall comply with the sanitation and safety requirements of the California Uniform Retail Food Facilities Law as set forth in Health and Safety Code 113700-114455~~

~~(cf. 1312.4 - Williams Uniform Complaint Procedures Program)~~

~~(cf. 3517 - Facilities Inspection 6145 - Extracurricular and Cocurricular Activities)~~

~~(cf. 7110 - Facilities Master Plan 6145.2 - Athletic Competition)~~

The Board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

(cf. 1330.1 - Joint Use Agreements)

~~Professional development for food service personnel shall include nutrition education and safe food handling shall be regularly offered to health education and physical education teachers, coaches, activity supervisors, food services staff, and other staff as appropriate to enhance their health knowledge and skills.~~

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf.

Nutrition-1100 - Communication with the Public)

(cf. 1112 - Media Relations)

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

(cf. 6020 - Parent Involvement)

In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students' physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote work-site wellness programs and may provide opportunities for regular physical activity among employees.

Nutritional Guidelines for Foods Available at School

The Board shall adopt nutrition For all foods available on each campus during the school day, with the the district shall adopt nutritional guidelines which are consistent with 42 USC 1773 and 1779 and federal regulations and which support the objectives of promoting student health and reducing childhood obesity. (42 USC 1751 Note 1758b)

~~The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutrition standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutrition standards.~~

Guidelines for Reimbursable Meals

~~Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed federal regulations and guidance issued pursuant to 42 USC 1758(f)(1), 1766(a), and 1779(a) and (b), as they apply to schools. (42 USC 1751 Note)~~

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs to the extent possible, including the National School Lunch and School Breakfast Programs, as well as and after-school snack and summer programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

Other (cf. 5141.27 - Food Sales)

~~The Board believes that foods and beverages sold to students on school campuses during the school day should promote student health and reduce childhood obesity. Such food sales should not impair the food service's ability to be financially sound. (5 CCR 15500 and 15501)~~

~~Any food sales conducted outside the district's food services program shall meet nutritional standards specified in law, Board policy and administrative regulations and shall not impair student participation in the district's food service program. Food sales that do not meet current legislation are prohibited during school hours, and within 1/2 hour before or 1/2 hour after school hours. (Education Code 51520)~~

~~Sanitation and safety procedures shall comply with the requirements of the California Uniform Retail Food Facilities Law as set forth in Health and Safety Code 113700-114455.~~

~~Foods shall not be sold on district school premises by outside commercial food vendors. The profits from all food sales, including vending machines which sell approved food or drinks, must benefit either the school, the school food service program, or the student groups sponsoring the sales.~~

~~When vending machines are sponsored by the district or a student or adult organization, the Superintendent or designee shall determine how and where vending machines may be placed at school sites, district offices or other school facilities.~~

~~The Board authorizes the Superintendent or designee to approve the sale of foods and beverages outside the district's food service program, including sales by student or adult organizations, sales through vending machines, and/or sales at student stores for fundraising purposes.~~

~~(cf. 3312—Contracts/Allergies/Special Dietary Needs)~~

~~(cf. 5148 - Child Care and Development)~~

~~(cf. 63005148.3 - Preschool/Early Childhood Education)~~

The Superintendent or designee shall provide access to free, potable water during meal times in the food service area in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

The Board believes that all foods and beverages sold to students at district schools, including those available outside the district's food services program, should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for foods and beverages provided through student stores, vending machines, or other venues shall meet or exceed state and federal nutritional standards.

(cf. 3312 - Contracts)

(cf. 3554 - Other Food Sales)

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

(cf. 1230 - School-Connected Organizations)

School staff shall encourage and educate parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties and by limiting foods or beverages that do not meet nutritional standards to no more than one food or beverage per party. Class parties or celebrations shall be held after the lunch period when possible.

~~Nutrition Education and Physical Activity~~

~~The Board shall adopt policy for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the district determines appropriate. (42 USC 1751 Note)~~

~~The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle. Nutrition Education should be age appropriate, following the United States Dietary Guidelines for Americans, California Department of Education State Frameworks in Health.~~

~~(cf. 6010—Goals and Objectives)~~

~~(cf. 6011—Academic Standards)~~

~~(cf. 6143—Courses of Study)~~

~~Nutrition education shall be provided as part of the health education program in grades K-8 and, as appropriate, shall be integrated into core academic subjects and offered through after-school programs. The District will continue to in-service teachers with established Nutrition curriculum in the middle school health curriculum.~~

~~(cf. 6142.8—Comprehensive Health Education)~~

~~All students in grades K-8, including students with disabilities, special health care needs, and in alternative educational settings, will have the opportunity, support, and encouragement to be physically active on a regular basis through physical education instruction and physical activity programs. Students will receive physical education instruction as designated (Education Code 51210, 51222, and 51223);~~

~~A minimum of 200 minutes/ for every 10 days for students in grades 1-8~~

~~All physical education will be delivered by a teacher credentialed to teach physical education (Education C 44203). Students will spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity. Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, extracurricular programs, after-school programs, and other structured and unstructured activities.~~

~~(cf. 6142.7—Physical Education)~~

(cf. 6145—Extracurricular and Co-curricular Activities)

(cf. 6145.2—Athletic Competition)

The Superintendent or designee shall encourage staff to serve as positive role models. He/she shall promote and may provide opportunities for regular physical activity among employees.

Professional development shall include instructional strategies that assess health knowledge and skills and promote healthy behaviors.

(cf. 4131—Staff Development)

(cf. 4331—Staff Development)

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school web site, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1113—District and School Web Sites)

(cf. 6020—Parent Involvement)

The Board discourages the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, or other means.

(cf. 1325—Advertising and Promotion)

Program Implementation and Evaluation

The Board shall establish a plan for measuring implementation of the policy. The Superintendent shall designate at least one person within theor more district and at or school employees, as appropriate, to ensure that each school who is charged site complies with operational responsibility for ensuring that the school sites implement the district's wellness this policy. (42 USC 1751 Note 1758b)

(cf. 0500 - Accountability)

(cf. 3555 - Nutrition Program Compliance)

The Superintendent or designee shall recommmend for Board approval specific quality assess the implementation and effectiveness of this policy at least once every two years.

Note: 42 USC 1758b requires that the district assessment include a comparison of the district's policy with model wellness policies. See the USDA's web site for model policies and best practices recommended by federal and state agencies and nongovernmental organizations.

The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

Note: Items #1-8 below are optional and may be revised to reflect district practice. For further information about the following indicators and a list of other possible indicators, see CSBA's Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies. The guide also describes possible data sources that may be used for each indicator and includes a sample report format. Indicators selected by the district may include a mix of process measures (e.g., level of student participation, number of classes, staffing, and costs) as well as outcome measures that assess the policy's impact on students (e.g., physical fitness test results, Body Mass Index, and food choices).

The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the policy district wide and at each district school. These measures shall activities related to student wellness. Such indicators may include, but are not be limited to, an;

1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements
2. An analysis of the nutritional content of school meals and snacks served; student in all district programs, based on a sample of menus and production records
3. Student participation rates in all school meal programs; any sales of non-nutritious and/or snack programs, including the number of students enrolled in the free and reduced-price meals program compared to the number of students eligible for that program
4. Extent to which foods and beverages in fundraisers or other venues sold on campus outside the district's meal programs; and food services program, such as through vending machines, student stores, or fundrasiers, comply with nutritional standards
5. Results of the state's physical fitness test at applicable grade levels
6. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity
7. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program
8. A description of other districtwide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate

The Superintendent or designee shall invite feedback on district and school wellness activities

from food service personnel, school administrators, the school health council, parents/guardians, students, and teachers, before- and after-school program staff, and/or other appropriate persons.

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates.

The Superintendent or designee shall report to the Board bi-annually during inform and update the 2006-07 school year and every two years thereafter on public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and any other Board policies related assessment results. (42 USC 1758b)

In addition, the assessment results shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to nutrition and physical activity focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. -(Education Code 49432)

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

Legal Reference:

EDUCATION CODE

33350-33354 CDE responsibilities re: physical education

49430-49436 49434 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49493 49494 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act

49540-49546 Child care food program

49547-49548.3 Comprehensive nutrition services

49550-49560 49561 Meals for needy students

49565-49565.8 California Fresh Start pilot program

49570 National School Lunch Act

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51222 Physical education

51223 Physical education, elementary schools

51795-51796.5 School instructional gardens

51880-51921 Comprehensive health education

CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:

~~1751 Note 1758b~~ Local wellness policy

1771-1791 Child Nutrition Act, ~~including~~ especially:

1773 School Breakfast Program

1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.2423 National School Breakfast Program

COURT DECISIONS

Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

Management Resources:

CSBA POLICY BRIEFS

The New Nutrition Standards: Implications for Student Wellness Policies, November 2005

CSBA PUBLICATIONS

Increasing Access to Drinking Water in Schools, Policy Brief, March 2013

Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, rev. 2012

Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. April 2012

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 20052012

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

Safe Routes to School: Program and Policy Strategies for School Districts, Policy Brief, 2009

Physical Education and California Schools, Policy Brief, rev. October 2007

School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Healthy Children Ready to Learn, January 2005

Physical Education Framework for California Public Schools, Kindergarten Through Grade Twelve, 2009

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

Physical Education Framework for California Public Schools, Kindergarten Through Grade 12, 1994

CALIFORNIA PROJECT LEAN PUBLICATIONS

Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006

CENTER FOR COLLABORATIVE SOLUTIONS

Changing Lives, Saving Lives: A Step-by-Step Guide to Developing Exemplary Practices in Healthy Eating, Physical Activity and Food Security in Afterschool Programs, March 2010

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2004, 2005

FEDERAL REGISTER

Rules and Regulations, January 26, 2012, Vol. 77, Number 17, pages 4088-4167

NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION (NASBE)
PUBLICATIONS

Fit, Healthy and Ready to Learn, 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Dietary Guidelines for Americans, 2005

Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School

Nutrition Environment: -A Guide to Local Action, 2000

WEB SITES

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

Action for Healthy Kids: <http://www.actionforhealthykids.org>

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

California Department of Public Health Services: <http://www.dhscdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

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

Center for Collaborative Solutions: <http://www.ccscenter.org>

Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov>

Dairy Council of California:- <http://www.dairycouncilofca.org>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>

National Association of State Boards of Education: <http://www.nasbe.org>

National School Boards Association: <http://www.nsba.org>

School Nutrition Association: <http://www.schoolnutrition.org>

Society for Nutrition Education: <http://www.sne.org>

U.S. Department of Agriculture, Food Nutrition Service, wellness policy:

http://www.fns.usda.gov/tn/Healthy/wellnesspolicy_steps.html

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

Adopted: May 25, 2006 Hanford, California

Revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Lindsey Calvillo

DATE: 4/22/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 4/30/14

ITEM: Consultant Contract for Kings Art Center;
May 7th and 14th, 2014: Lee Richmond, 8:30, 10:00am and 11:00am

PURPOSE: Kings Art Center will present Art Lessons for all students in 1st grade for the 2013-2014 school year.

FISCAL IMPACT: Total Cost: \$799.98
Lee Richmond: \$799.98

RECOMMENDATIONS: Approve contract

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams

DATE: April 17, 2014

RE: (X) Board Meeting
() Superintendent's Cabinet
() Information
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 30, 2014**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Certificated, Effective 8/11/14

- Tenisha Clifton, Teacher, Probationary 1
- Lorena Cortez, Teacher, Probationary 1
- Jane Dirkes, Teacher, Probationary 1
- Davian Figueroa, Teacher, Probationary 1
- Carlene Ogren, Teacher, Probationary 1
- Sandra Cruz Rodriguez, Teacher, Probationary 1
- Blanca Nelly Buller, Teacher, Probationary 1

Classified

- Stacy Whittington, Food Service Worker I – 2.5 hrs., Richmond, effective 4/4/14

Temporary Employees/Substitutes/Yard Supervisors

- Angela Almeida, Short-term Yard Supervisor – 2.5 hrs., Roosevelt, effective 4/7/14 to 5/16/14
- Branden Barajas, Substitute Yard Supervisor, effective 4/7/14
- Vance Fredrick, Short-term Custodian II – 8.0 hrs., (6.0 hrs. Washington/2.0 hrs. Wilson), effective 4/7/14 to 6/13/14
- Brittini Gingras, Short-term READY Tutor – 4.5 hrs., Washington, effective 4/22/14 to 6/6/14
- Quinton Green, Substitute Yard Supervisor, effective 4/3/14
- Kristina Keen, Short-term Yard Supervisor – 2.0 hrs., Simas, effective 4/22/14 to 6/6/14
- Vanessa Rosas, Short-term Yard Supervisor – 3.75 hrs., Washington, effective 4/22/14 to 6/6/14

Temporary Employees/Substitutes/Yard Supervisors (continued)

- Kathleen Varela, Short-term Yard Supervisor – 1.0 hr., Hamilton, effective 4/22/14 to 6/6/14

b. Resignations

- Daniel Bocanegra, READY Program Tutor – 4.5 hrs., Washington, effective 4/11/14
- Julie, Mueller, Teacher, Hamilton, effective 6/6/14
- Melissa Stephenson, Teacher, Richmond, effective 6/6/14

c. Temporary Out of Class Assignment

- Mark Alcalá, from Custodian II – 8.0 hrs., Wilson to Lead Custodian – 8.0 hrs., Roosevelt, effective 4/29/14 to 6/13/14

d. Temporary Transfer

- Josiah Sandoval, Custodian II – 8.0 hrs., from 6.0 hrs., Washington/2.0 hrs., Wilson, to 8.0 hrs., Wilson, effective 4/2/14 to 6/13/14

e. Promotion

- Angela Almeida, from Yard Supervisor – 3.75 hrs., to Food Service Worker I – 2.5 hrs., Roosevelt, effective 4/7/14

f. More Hours

- June Strong, Yard Supervisor, from 2.5 hrs. to 2.75 hrs., Roosevelt, effective 4/7/14

g. Temporary Transfer – Temporary Increase in Hours

- Erica Castorena, Bilingual Clerk Typist II, from 5.0 hrs. King to 8.0 hrs., Richmond, effective 4/22/14 to 6/13/14 or as needed

h. Leave of Absence

- Karen Bissell, Teacher, Monroe, effective 4/22/14 to 5/9/14, baby bonding
- Nadia D'Agostino, Teacher, Lincoln, effective 4/22/14 to 5/23/14, baby bonding

i. Volunteers

<u>Name</u>	<u>School</u>
Ashley Candelaria (HESD Employee)	Hamilton
Stephanie Dominguez	Hamilton
Francisca Estrada de Saldana (HESD Employee)	Hamilton
Melissa Herndon	Hamilton
Crystal Trevino	Hamilton
Kathleen Varela (HESD Employee)	Hamilton
Vinessa Valdez	Jefferson
Nina Arias	King
Alicia Magnia	King
Araceli Mandujano (HESD Employee)	King
Erikka Gonzalez	Monroe
Phillip Howard	Monroe
Mindy Kent	Monroe

i. **Volunteers** (continued)NameSchool

Sonia Mandujano

Monroe

Dolores Owen

Monroe

Samantha Capp

Roosevelt

LaVerne O'Daniel (HESD Employee)

Roosevelt

Angelica Silvestre

Roosevelt

Leslie Knott

Washington

Providence Medina

Washington

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: April 22, 2014

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

FOR: () Information
(X) Action

Date you wish to have your item considered: April 30, 2014

ITEM:

Consider authorization of New Fund – Fund 0900 – Charter Schools Fund.

PURPOSE:

The Hanford Elementary School District has received approval of its application for the Jefferson Charter Academy. Charter School revenue and expenditures must be accounted for in a Fund separate from the District's General Fund. The State account code structure has set up Fund 0900 for this purpose.

FISCAL IMPACT:

Revenue and expenditures of the Jefferson Charter Academy will be accounted for in this new Fund.

RECOMMENDATION:

Authorize New Fund: Fund 0900 – Charter Schools Fund.

HANFORD ELEMENTARY SCHOOL DISTRICT

Fund 0900 – Charter Schools Fund

Board Approval Form

Use of Fund:

The Hanford Elementary School District has received approval of its application for the Jefferson Charter Academy from the State Board of Education. This fund will be used for accounting for the revenue and expenditures of this new Charter School and for any others that may follow in the future.

Approved:

Governing Board

April 30, 2014

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: April 22, 2014

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

FOR: () Information
(X) Action

Date you wish to have your item considered: April 30, 2014

ITEM:

Consider re-authorization of Fund 4000 – Special Reserve – Capital Outlay.

PURPOSE:

The Fund was originally authorized a number of years ago but has not been used recently. This fund will be used for accounting for the revenue and expenditures of capitalized repair, modernization and new construction projects as funds become available.

Examples of possible future projects include constructing new school offices at Monroe and Jefferson schools, replacement of playground structures, modernizations of the Wilson Kitchen and the District Kitchen and repairs at the District Office.

FISCAL IMPACT:

Separating this funding from the General Fund will allow for more clearly accounting for these types of projects.

RECOMMENDATION:

Re-authorize Fund 4000 – Special Reserve – Capital Outlay.

HANFORD ELEMENTARY SCHOOL DISTRICT

Fund 4000 – Special Reserve – Capital Outlay

Board Approval Form

Use of Fund:

This Fund will be used for accounting for revenue and expenditures of District funded Capitalized repair, modernization and new construction projects.

Approved:

Governing Board

April 30, 2014

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ITEM:

Consider approval of Resolution #14-14: Revision of the 2013-14 Budget.

PURPOSE:

Miscellaneous budget changes are listed on the attached resolution.

FISCAL IMPACT:

RECOMMENDATION:

Approve Resolution# 14-14: Revision of the 2013-14 Budget.

Resolution #14-14

**HANFORD ELEMENTARY SCHOOL DISTRICT
RESOLUTION FOR BUDGET CHANGES**

WHEREAS, certain budget items appear to be overdrawn; and

WHEREAS, an excess remains in certain other budget items;

THEREFORE, BE IT RESOLVED that the various funds of the District be
adjusted and in accordance with Education Code Sections 20952 and
20601(c), that the following budget changes be made:

FROM: (See Attached)

TO: (See Attached)

Board of Trustees

Dated: April 30, 2014

Budget Changes
2013-14 Budget
April 30, 2014

	Amount Changed	Reason for Change
FUND 0100 - GENERAL FUND		
Revenue		
801100- Local Control Funding Formula (LCFF)	\$+247,635	Adjust for actual P-2 ADA + 41 ADA
809100- Interfund Transfer	-325,000	Adjust accounting for transfer to Deferred Maint.
869900- Other Local	+16,050	Donations
TOTAL REVENUE CHANGES	-\$61,315	
Expenditures		
<u>LOCATION 000 - BALANCE SHEET AND UNDESIGNATED ACCOUNTS</u>		
978035- Reserved for Site Improvement	-\$700,000	Move budget to Location 001 to be moved to Fund 4000
979000- Undesignated Reserve	-\$752,365	Undesignated Reserve is now \$799,117
	-\$1,452,365	
<u>Location 001- GENERAL ADMINISTRATION</u>		
761200- Transfer to Special Reserve	\$1,700,000	Transfer to Fund 4000- Sp Res- Capital Outlay
761500-Transfer to Deferred Maint. Fund	-\$325,000	Adjust acctg for transfer to Deferred Maint.
	\$1,375,000	
<u>LOCATION 021- 031 SCHOOL SITES</u>		
400000- Books & Supplies	\$8,624	Donations
500000- Services	\$7,426	
	\$16,050	
<u>MIGRANT</u>		
100000-Certificated Salaries	-\$18,133	Manager requested revisions
200000-Classified Salaries	\$5,871	
300000-Employee Benefits	-\$2,683	
400000-Books & Supplies	\$11,245	
500000-Services	\$5,278	
731010-Indirect Costs	-\$1,578	
	\$0	
TOTAL EXPENDITURE CHANGES	-\$61,315	
<u>FUND 1400- DEFERRED MAINTENANCE FUND</u>		
<u>Expenditures</u>		
400000 Supplies	\$3,542	Adjust projects to be completed in 13-14
500000 Services	-\$175	
600000 Sites & Buildings	\$12,390	
979000 Undesignated Reserve	-\$15,757	
	\$0	

Budget Changes
2013-14 Budget
April 30, 2014

	Amount	
	Changed	Reason for Change
<hr/>		
<u>FUND 4000 - Special Reserve - Capital Outlay</u>		
<u>Revenue</u>		
891200- Transfer from General Fund	\$1,700,000	One-time funds set aside for future Capital Facility Projects
Total Revenue Changes	<u>\$1,700,000</u>	
 <u>EXENDITURES</u>		
978000- Undesignated Reserve	\$1,700,000	
Total Expenditure Changes	<u>\$1,700,000</u>	

