

Hanford Elementary School District

1/35

REGULAR BOARD MEETING AGENDA

Wednesday, May 14, 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# 12-48 – Lincoln
Case# 11-12/13 – Wilson
Case# 13-60 - Lincoln
- **Personnel** (*Pursuant to Government Code Section 54956.9, trustees will adjourn to Closed Session to discuss the items listed below. The items to be discussed shall be announced in accordance with Government Code Section 54954.5 and/or under Education Code provisions.*)
 - Conference with Labor Negotiator (GC 54957.6) – HETA; District Negotiators:
Paul Terry/Diane Williams
 - 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 April 18, 2014; April 25, 2014; and May 2, 2014.
- b) Approve minutes of Regular Board Meeting April 30, 2014.
- c) Approve donation of \$3,000.00 from JFK Band Boosters to Hanford Elementary School District. (Strickland)
- d) Approve donation of \$3,990.40 from MLK Parent Teachers Club to MLK. (Colvard)

- *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 information from District English Learner Advisory Committee (DELAC) April 23, 2013 meeting. (Carlton)

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider adoption of State Board of Education (SBE) approved mathematics programs for grades TK-8. (Gabler)
- b) Consider approval of agreement with the City of Hanford and the Hanford Police Department to continue participation in the School Resource Officer Program. (Simas)
- c) Consider approval of consultant contract with Hazard Management Services, Inc. (HMS, Inc.) to act as Asbestos/Management Planner and Project Monitor at Woodrow Wilson, Monroe, and Roosevelt Schools. (Mulligan)
- d) Consider approval to enter into contract with Lawrence-Nye-Carlson Associates to provide engineering services to replace the MS Library HVAC at Woodrow Wilson Junior High School. (Mulligan)
- e) Consider approval to use Alternative Billing Consultants to process billing submissions for Local Educational Agency (LEA) services. (McConnell)
- f) Hear public input and accept Hanford Elementary School District's Initial Proposal for amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (HETA) (reopened articles), for the 2014-2015 school year. (Williams)
- g) Hear public input and accept Hanford Elementary Teachers Association's (HETA's) initial proposal for amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (reopened articles), for the 2014-2015 school year. (Williams)

5. PERSONNEL (Williams)

a) Employment

Certificated Professional Specialists, effective 8/6/14

- Arlo Braun, School Psychologist, Office of Special Services
- Leslie Council, School Psychologist, Office of Special Services
- Jennifer Sparhawk, School Counselor, Wilson
- Amanda Martin, School Counselor, Kennedy

Certificated, effective 8/11/14

- Crystal Foster, Teacher, Probationary I
- Taraneh Laghaifar, Teacher Probationary I
- Lourdes Lascano, Teacher, Intern
- Debra Lewis, Teacher, Probationary I

Temporary Employees/Substitutes/Yard Supervisors

- Angela Almeida, Short-term Yard Supervisor – 2.5 hrs., Roosevelt, effective 5/20/14 to 6/6/14
- Renee Barker, Short-term Yard Supervisor – 1.5 hrs., Monroe, effective 4/28/14 to 6/6/14
- Connie Cavazos, Short-term Yard Supervisor – 3.75 hrs., Richmond, effective 5/12/14 to 6/6/14
- Javantae Farmah, 4-6 boys/girls Track Coach – 1.5 units, Washington, effective

- 4/22/14 to 5/3/14
- Brittni Gingras, Short-term READY Program Tutor – 4.5 hrs., Washington, effective 4/22/14 to 6/6/14
- Raul Guzman, Short-term Custodian I – 8.0 hrs., (6.0 hrs. Richmond/2.0 hrs. Kennedy), effective 4/22/14 to 5/14/14
- Josephine Kneisel, Short-term Yard Supervisor – 1.0 hr., Roosevelt, effective 4/28/14 to 6/6/14
- Jason Smith, Colorguard Instructor/Flag Coach – 1 unit, Kennedy, effective 4/28/14 to 6/6/14
- Sylvia Solorio, Short-term Special Education Aide – 5.0 hrs., M,T,Th,F/4.25 hrs., W., Monroe, effective 4/22/14 to 6/6/14
- Brandy Torres, Substitute Clerk I and Yard Supervisor, effective 4/22/14
- Maria Villa, Short-term Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 4/29/14

b) Resignations

- Nicole Bergman, Teacher, Lincoln, effective 6/6/14
- Monica Chavez, Teacher, King, effective 6/6/14
- Gloria Franco, Substitute Yard Supervisor, effective 12/18/13
- Kathleen Hotchkiss, Substitute Clerk Typist II, effective 3/13/12
- Carrie Robinson, Teacher, King, effective 6/6/14
- Bret Williams, Teacher, King, effective 6/6/14

c) Promotion

- Jaime Martinez, from Principal, Monroe, to Assistant Superintendent Human Resources, District Office, effective 7/1/14

d) Promotion/Transfer

- Katie Luis, from READY Program Tutor – 4.5 hrs., Richmond to Lead READY Program Tutor – 5.0 hrs., Lincoln, effective 5/5/14

e) Decrease in Hours

- Sylvia Solorio, Short-term Yard Supervisor, from 1.5 hrs. to 1.0 hrs., Monroe, effective 4/22/14 to 6/6/14

f) Temporary More Hours

- Carrie Serna, Yard Supervisor, from 1.25 hrs. to 2.0 hrs., Monroe, effective 4/22/14 to 6/6/14
- Cheyenne Zimmerman, Yard Supervisor, from 1.25 hrs. to 2.0 hrs., Monroe, effective 4/22/14 to 6/6/14

g) Temporary Transfer

- Michael Corder, Custodian II – 8.0 hrs., from Hamilton to District Office, effective 3/25/14 to 5/14/14
- Gary Norris, Custodian II – 8.0 hrs., from Richmond to Hamilton, effective 4/22/14 to 5/14/14

h) Volunteers

<u>Name</u>	<u>School</u>
Erin Boling (HESD Employee)	Hamilton
Teresa Cloud	Hamilton
Margarita Diaz	Jefferson
Raymond Balderas	King
Gerry Young	King
Susana Dominguez	Roosevelt
Carolina Garcia (HESD Employee)	Roosevelt

6. FINANCIAL (White)

- a) Consider approval of continuing contracts for the providing of meals for: Western Christian School, Kings County Office of Education and Hanford Christian School for 2014-15.

- b) Consider approval of agreement with Keenan and Associates for Claims Administration Services.
- c) Consider approval of Public Hearing Notification: Proposed Local Accountability Plan and District Budget for 2014-15, June 11, 2014, 6:10 p.m., Hanford Elementary School District Office Board Room, 714 N. White Street, Hanford, California.
- d) Consider renewal of lease agreement with Mobile Modular Management Corporation for four (4) portable classrooms.
- e) Consider approval of lease agreements with Mobile Modular Management Corporation for nine (9) portable classrooms through a piggyback bid with the Franklin – McKinley School District.

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas
DATE: May 5, 2014

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

Date you wish to have your item considered: May 14, 2014

ITEM: Student Discipline

PURPOSE: Readmissions

Case# 12-48 – Lincoln

Case# 11-12/13 – Wilson

Case# 13-60 - Lincoln

Hanford Elementary School District
Minutes of the Regular Board Meeting
April 30, 2014

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on April 30, 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 Hill, and Revious were present. Trustees Garner and Hernandez were absent for reasons deemed acceptable by the Board.
Closed Session	Trustees immediately adjourned to closed session for: <ul style="list-style-type: none"> • Student Discipline Case #13-66 • Complaints or Charges Against a Public Employee (GC 54957.6) • Conference with Labor Negotiator (GC 54957.6) – HETA • Public Employee Appointment or Employment <p>Trustees returned to open session at 5:48 p.m.</p>
HESD Managers Present	Dr. Paul J. Terry, Superintendent, and the following administrators were present: Kristina Baldwin, Doug Carlton, Anthony Carrillo, Debra Colvard, Javier Espindola, Joy Gabler, Lucy Gomez, Jaime Martinez, Gerry Mulligan, Liz Simas, Nancy White, and Diane Williams.
Readmission Case #13-66	Trustee Revious made a motion to revoke readmission for Case #13-66 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 Hill seconded; motion carried 3-0: Garner – absent Hernandez - absent Hill – yes Jay – yes Revious – yes
Complaint Against District Employees	President Jay stated, "In closed session, under BP and AR 1312.1, the Board has considered a complaint against District Employees and an independent third party investigation conducted for the District. The Board has decided by a vote of 3-0 to uphold the Superintendent's Designee's decision without hearing further from the parties on the complaint. The Board directs the Superintendent's designee to reply to the complainant."
Public Comments	None.
Board and Staff Comments	None.
Requests to Address the Board at future meetings	None.
Dates to Remember	President Jay reviewed Dates to Remember: Saturday May 3 rd HESD Annual Track Meet; next regular board meeting May 14; Employee

Recognition Event May 21.

INFORMATION ITEMS

**District's Initial
Proposal to HETA**

Diane Williams, Assistant Superintendent Human Resources, presented for information the District's Initial Proposal to Hanford Elementary Teachers Association (HETA) for 2014-2015 amendments to the Collective Bargaining Agreement (reopened articles).

**HETA's Initial
Proposal to HESD**

Diane Williams, Assistant Superintendent Human Resources, presented for information 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).

CONSENT ITEMS

Trustee Hill made a motion to take consent items "a" through "i" together. Trustee Revious seconded, motion carried 3-0:

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

Trustee Hill then made a motion to approve consent items "a" through "i". Trustee Revious seconded, motion carried 3-0:

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

The items approved as follows:

- a) Warrant listings dated April 4, 2014; April 9, 2014; April 11, 2014; and April 16, 2014.
- b) Minutes of April 9, 2014 Regular Board Meeting.
- c) Donation of \$1,808.20 from Jefferson Parent Teacher Club to Jefferson School.
- d) Donation of \$175.00 from Monroe PTC to Monroe School.
- e) Donation of \$500.00 from Wells Fargo Community Support to Monroe School.
- f) Donation of \$2,200.00 from Washington PTC to Washington School.
- g) Donation of \$180.00 from Washington PTC to Washington School.
- h) Donations to Simas School from: Edison International - \$75.00; PTC - \$13,618.53; and Savemart Shares - \$14.64.
- i) Donation of one popcorn machine, Paragon TP-8, estimated value \$581.00, from Joseph Arcidiacano to Lee Richmond School.

BOARD POLICIES AND ADMINISTRATION

BP 5030

Trustee Hill made a motion to approve revised Board Policy and Administrative Regulation 5030 – Student Wellness. Trustee Revious seconded; motion carried 3-0:

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

Consultant Contract Trustee Hill made a motion to approve consultant contract for Kings Art Center to present art lessons to Lee Richmond first grade students. Trustee Revious seconded; motion carried 3-0:

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

PERSONNEL

Trustee Hill made a motion to take Personnel items “a” through “i” together. Trustee Revious seconded and motion carried 3-0:

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

Then Trustee Hill made a motion to approve Personnel items “a” through “i”. Trustee Revious seconded, and the motion carried 3-0:

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

The following items were approved:

***Item "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

***Item "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

***Item "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

***Item "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

***Item "e" –
Promotion***

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

***Item "f" –
More Hours***

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

***Item "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.

***Item "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

***Item "j" –
 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

FINANCIAL

Fund 0900

Trustee Hill made motion to authorize creation of a new fund – Fund 0900 – Charter Schools Fund. Trustee Revious seconded; motion carried 3-0:

Garner – absent
 Hernandez – absent
 Hill – yes
 Jay – yes
 Revious – yes

Fund 4000

Trustee Hill made motion to re-authorize Fund 4000 – Special Reserve – Capital Outlay. Trustee Revious seconded; motion carried 3-0:

Garner – absent
 Hernandez – absent
 Hill – yes
 Jay – yes
 Revious – yes

Resolution #14-14

Trustee Hill made a motion to approve Resolution #14-14: Revision of the 2013-14 Budget. Trustee Revious seconded; motion carried 3-0:

Garner – absent
 Hernandez – absent
 Hill – yes
 Jay – yes
 Revious – yes

Adjournment

There being no further business, President Jay adjourned the meeting at 5:58 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: Jason Strickland

DATE: May 5, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 14, 2014

ITEM: Donation of \$3,000.00 from JFK Band Boosters to Hanford Elementary School District.

PURPOSE: Year-end band trip to Magic Mountain.

FISCAL IMPACT: Increase of \$3,000.00 to HESD General Funds.

RECOMMENDATIONS: Accept donation.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Debra Colvard

DATE: 4/29/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 14, 2014

ITEM: Consider approval of \$3,990.40 donation from MLK Parent Teachers Club to MLK School.

PURPOSE: For purchase of C-Train storage unit for MLK School.

FISCAL IMPACT: Increase in HESD account # 0100-0000-0-0000-8200-640000-022-0000

RECOMMENDATIONS: Accept donation.

HANFORD ELEMENTARY SCHOOL DISTRICT**AGENDA REQUEST FORM**

TO: Paul Terry, Ed.D.

FROM: Lucy Gomez, Doug Carlton

DATE: April 25, 2014

For: ☒ Board Meeting
☐ Superintendent's Cabinet

For: ☒ Information
☐ Action

Date you wish to have your item considered: May 14, 2014

ITEM: Receive for information report from the District English Learner Advisory Committee (DELAC) April 23, 2013 meeting.

The purpose of the DELAC is to advise the board on the establishment of the district's program, goals, and objectives for programs and services for English learners.

FISCAL IMPACT: None

Hanford Elementary School District



Hanford Elementary School District (HESD) District English Language Advisory Committee Meeting & District Advisory Committee Meeting

Date of Meeting: January 29, 2014
Starting Time: 9:00 a.m.
Location: District Office Board Room, 714 N. White Street

1. Purpose of the Meeting

- DELAC members reaffirmed the purpose of this meeting, which is to advise the board on the establishment of the district's program, goals, and objectives for programs and services for English learners.

The DELAC received information on the following topics:

- Identification of English Language Learners
- Instructional Programs for English Language Learners
- Parental Exception Waivers
- Title III Annual Measurable Objectives (AMAO) Information
- Title III Year 4 Action Plan
- Consolidated Application / Economic Impact Aid (EIA) for 13-14 (Carlton)
- Local Control Accountability Plan (LCAP)

The DELAC provided the following recommendation:

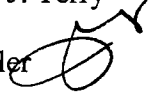
The DELAC noted that they were pleased that students are receiving additional services and support in English language development instruction, but voiced concern that while students may be receiving additional support, parents are not always made aware of this. They suggested that providing parents with information about the types of ELD instruction, extra support, and interventions that their students are receiving during the school day would give parents the opportunity to support their students at home.

This recommendation has been written into the district's Title III Action Plan for English Learners as an action step and will be implemented.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Joy Gabler 

DATE: 05/01/14

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 05/14/14

ITEM: Consider adoption of State Board of Education (SBE) approved mathematics programs for grades TK – 8.

PURPOSE: The district is required to provide students with standards-aligned textbooks or basic instructional materials. The current state adoption (2014) is in mathematics. After extensive review and analysis, the HESD Math Adoption Committee is recommending that the following programs be adopted:

- Grade TK: My Math (Publisher: McGraw-Hill)
- Grades K – 5: enVision Math (Publisher: Pearson Scott Foresman)
- Grades 6 & 7: Big Ideas Math (Publisher: Big Ideas Learning)
- Grade 8: Core Connections, Course 3 (Publisher: College Preparatory Mathematics)


Adopting these materials will ensure that students and teachers have current instructional materials and resources that are aligned with the Common Core State Standards in mathematics.

FISCAL IMPACT: Approximately \$1,000,000.00.

RECOMMENDATIONS: Approve

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Terry
FROM: Liz Simas 
DATE: April 29, 2014

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

Date you wish to have your item considered: May 14, 2014

ITEM: Consider entering into a three year agreement with the City of Hanford and the Hanford Police Department to continue our participation in the School Resource Officer Program.

PURPOSE: HPD will provide a uniformed police officer to our campuses. The officers will be primarily used at the junior high schools, but can be dispatched to the elementary schools, as needed.

FISCAL IMPACT (if any): 2014-15: \$92,000.00. Subsequent years will be negotiated

RECOMMENDATION (if any): Adopt the agreement with the City of Hanford beginning 2014-15 through Fiscal Year 2016-17

HANFORD ELEMENTARY SCHOOL DISTRICT
SCHOOL RESOURCE OFFICER PROGRAM
THREE YEAR AGREEMENT

Fiscal Year 2014-2015 through Fiscal Year 2016-2017

Schools are increasingly at the center of society's effort to cope with pressing social problems and are no longer isolated centers of academic training. Developing solutions to the social problems that effect safety of a school requires expertise often far beyond that of educators. Now, more than ever, there is a need to work with community and law enforcement agencies in a concerted team effort to maintain a positive learning environment. In an attempt to accomplish this goal, the Hanford Elementary School District ("District"), the City of Hanford ("City") and the Hanford Police Department ("Department") agree to maintain the establish School Resource Officer Program ("Program") as one component to maintain a safe learning environment.

The District and the Department will jointly sponsor the Program in accordance with the provisions of this agreement for a period of three (3) years commencing July 1, 2014 and terminating June 30, 2017.

One qualified police officer from the Department will identify trouble spots, interact with students, provide in-service training to staff of the district, counsel juveniles, conduct parent conferences, address truancy and investigate crimes involving students on and off campus. The overall goal of the Program is to provide guidance to students and maintain a safe school environment.

ROLE OF THE POLICE DEPARTMENT

The Program will be staffed by a Hanford Police Officers who will operate as the School Resource Officer and be assigned to campuses of Woodrow Wilson Junior High School and John F. Kennedy Jr. High School. In special circumstances where the School Resource Officer's expertise is needed, the officer will be deployed to other District schools on a case-by-case-basis.

The School Resource Officer will be released to attend 40 hours of formal training related to investigator orientation and juvenile law enforcement each fiscal year. The Department will be responsible for the officer's travel, lodging and meals.

If the District requests an officer outside of normal school hours and the SRO cannot accommodate an adjustment in his/her schedule to avoid overtime, the District will be notified prior to the officer working the overtime and the District shall decide whether or not to pay to have the officer present. Any overtime pay will be billed at the overtime rate.

By this agreement the District designates the School Resource Officer as a person to have access to student records in accordance with the family Education Rights and Privacy Act (FERPA).

The District will provide instructional materials and office space for the officer.

It is the responsibility of the City of Hanford to bill the District for the Officer's services on an annual basis. Payment shall be made to the City of Hanford within thirty days of the date of the invoice issued to the District.

Due to the constantly changing economic climate, the City of Hanford and the Hanford Elementary School District agree that this agreement may be terminated by either party, at any time, with sixty days written notice.

The School Resource Officers will focus his/her efforts on juvenile matters during the school summer break. The benefit of this year-round approach will be the officer's ability to interact with juveniles that are at risk.

We agree to the terms of this agreement.

Darrel Pyle, City Manager

Date

Carlos A. Mestas, Chief of Police

Date

Dr. Paul Terry, Superintendent

Date

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Gerry Mulligan *GM*

DATE: April 29, 2014

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

FOR: () Information
(X) Action

Date you wish to have your item considered: May 14, 2014

ITEM

Consider approval of consultant contract with Hazard Management Services, Inc. (HMS, Inc.) to act as Asbestos/Management Planner and Project Monitor at Woodrow, Monroe, and Roosevelt.

PURPOSE

To monitor the abatement of Woodrow, Monroe, and Roosevelt's floors that test positive for asbestos.

FISCAL IMPACT

The estimated cost is \$10,000 and will be paid from the Deferred Maintenance Fund.

RECOMMENDATION

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

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Gerry Mulligan *GM*

DATE: April 28, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 14, 2014

ITEM:

Consider approval to enter into contract with Lawrence-Nye-Carlson Associates to provide engineering services to replace the MS Library HVAC at Woodrow Wilson.

PURPOSE:

Lawrence-Nye-Carlson Associates will provide engineering services to size HVAC unit which includes construction plans/specification, as well as electrical and structural engineering.

FISCAL IMPACT:

The estimated cost is not to exceed \$9,200 and will be paid from the facilities budget in the Deferred Maintenance fund.

RECOMMENDATION:

Approve consultant contract with Lawrence-Nye-Carlson Associates to provide engineering services to replace the MS Library HVAC at Woodrow Wilson.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Karen McConnell *KM*

DATE: April 7, 2014

FOR: ☒ Board Meeting
☐ Superintendent's CabinetFOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 14, 2014

ITEM: Request approval to use Alternative Billing Consultants to process billing submissions for Local Education Agency (LEA) services.

PURPOSE: As was done in 2013-2014, Alternative Billing Consultants would process and submit Hanford Elementary School District's medical billing through Local Education Agency (LEA). For approximately seventeen years, the District has participated in a program between the California Department of Education and the Department of Health Services, which allows school districts to bill Medi-Cal for services provided to Medicaid eligible recipients as a means of obtaining additional federal funds. Reimbursement is given for services already being provided to students.


FISCAL IMPACT: \$1500 annual fee and an additional \$1.25 per claimable submission.

RECOMMENDATIONS: Approve

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams 

DATE: May 5, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☐ Information
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 14, 2014**

ITEM: Hear Public input on Hanford Elementary School District's initial proposal for amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (HETA) (reopened articles), for the 2014-2015 school year.

PURPOSE: The District's initial proposal for amendments to the 2013-2016 Collective Bargaining Agreement with HETA was presented at the April 30, 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)].

FISCAL IMPACT: Unknown at this time.

RECOMMENDATION: Hear public comments and accept District's Initial Proposal for contract negotiations with HETA.

**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 *DLW*

DATE: May 5, 2014

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 14, 2014**

ITEM: Hear Public input on Hanford Elementary Teachers Association's (HETA's) initial proposal for amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (reopened articles), for the 2014-2015 school year.

PURPOSE: HETA's initial proposal for amendments to the 2013-2016 Collective Bargaining Agreement with HESD was presented at the April 30, 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)].

FISCAL IMPACT: Unknown at this time.

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

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
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams

DATE: May 5, 2014

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 14, 2014**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Certificated Professional Specialists, Effective 8/6/14

- Arlo Braun, School Psychologist, Office of Special Services
- Leslie Council, School Psychologist, Office of Special Services
- Jennifer Sparhawk, School Counselor, Wilson
- Amanda Martin, School Counselor, Kennedy

Certificated, effective 8/11/14

- Crystal Foster, Teacher, Probationary 1
- Taraneh Laghaifar, Teacher, Probationary 1
- Lourdes Lascano, Teacher, Intern
- Debra Lewis, Teacher, Probationary 1

Temporary Employees/Substitutes/Yard Supervisors

- Angela Almeida, Short-term Yard Supervisor – 2.5 hrs., Roosevelt, effective 5/20/14 to 6/6/14
- Renee Barker, Short-term Yard Supervisor – 1.5 hrs., Monroe, effective 4/28 to 6/6/14
- Connie Cavazos, Short-term Yard Supervisor – 3.75 hrs., Richmond, effective 5/12/14 to 6/6/14
- Javantae Farmah, 4-6 boys/girls Track Coach – 1.5 units, Washington, effective 4/22/14 to 5/3/14
- Brittni Gingras, Short-term READY Program Tutor – 4.5 hrs., Washington, effective 4/22/14 to 6/6/14

Temporary Employees/Substitutes/Yard Supervisors (continued)

- Raul Guzman, Short-term Custodian I – 8.0 hrs., (6.0 hrs. Richmond/2.0 hrs., Kennedy), effective 4/22/14 to 5/14/14
- Josephine Kneisel, Short-term Yard Supervisor – 1.0 hr., Roosevelt, effective 4/28/14 to 6/6/14
- Jason Smith, Colorguard Instructor/Flag Coach - 1 unit, Kennedy, effective 4/28/14 to 6/6/14
- Sylvia Solorio, Short-term Special Education Aide – 5.0 hrs., M,T,Th,F/4.25 hrs., W, Monroe, effective 4/22/14 to 6/6/14
- Brandy Torres, Substitute Clerk I and Yard Supervisor, effective 4/22/14
- Maria Villa, Short-term Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 4/29/14

b. Resignations

- Nicole Bergman, Teacher, Lincoln, effective 6/6/14
- Monica Chavez, Teacher, King, effective 6/6/14
- Gloria Franco, Substitute Yard Supervisor, effective 12/18/13
- Kathleen Hotchkiss, Substitute Clerk Typist II, effective 3/13/12
- Carrie Robinson, Teacher, King, effective 6/6/14
- Bret Williams, Teacher, King, effective 6/6/14

c. Promotion

- Jaime Martinez, from Principal, Monroe, to Assistant Superintendent of Human Resources, District Office, effective 7/1/14

d. Promotion/Transfer

- Katie Luis, from READY Program Tutor – 4.5 hrs., Richmond to Lead READY Program Tutor – 5.0 hrs., Lincoln, effective 5/5/14

e. Decrease in Hours

- Sylvia Solorio, from Short-term Yard Supervisor – 1.5 hrs., to 1.0 hrs., Monroe, effective 4/22/14 to 6/6/14

f. Temporary More Hours

- Carrie Serna, Yard Supervisor, from 2.5 hrs. to 3.5 hrs., Monroe, effective 4/22/14 to 6/6/14
- Cheyenne Zimmerman, Yard Supervisor, from 1.25 hrs. to 2.0 hrs., Monroe, effective 4/22/14 to 6/6/14

g. Temporary Transfer

- Michael Corder, Custodian II – 8.0 hrs., from Hamilton to District Office, effective 3/25/14 to 5/14/14
- Gary Norris, Custodian II – 8.0 hrs., from Richmond to Hamilton, effective 4/22/14 to 5/14/14

h. Volunteers

<u>Name</u>	<u>School</u>
Erin Boling (HESD Employee)	Hamilton
Teresa Cloud	Hamilton
Margarita Diaz	Jefferson
Raymond Balderas	King
Gerry Young	King
Susana Dominguez	Roosevelt
Carolina Garcia (HESD Employee)	Roosevelt

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
 FROM: Nancy White
 DATE: May 2, 2014
 FOR: ☒ Board Meeting
 ☐ Superintendent's Cabinet
 FOR: ☐ Information
 ☒ Action

Date you wish to have your item considered: May 14, 2014

ITEM:

Consider approval of continuing contracts for the providing of meals for: Western Christian School, Kings County Office of Education and Hanford Christian School for 2014-15.

PURPOSE:

We have provided lunches for Western Christian School, the Kings County Office of Education and Hanford Christian School in the past. Each entity would like to continue the service for the 2014-15 school year. This service does not adversely impact the kitchen at this time. The average number of lunches provided to each school per day is as follows:

Western Christian School	26 lunches
Kings Co. Office of Education	110 lunches
Hanford Christian School	50 lunches

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

FISCAL IMPACT:

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

RECOMMENDATION:

We would recommend continuing the contracts with Western Christian School, the Kings County Office of Education and Hanford Christian School for the 2014-15 school year.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: May 2, 2014
FOR: (X) Board Meeting
() Superintendent's Cabinet
FOR: () Information
(X) Action

Date you wish to have your item considered: May 14, 2014

ITEM:

Consider approval of agreement with Keenan and Associates for Claims Administration Services.

PURPOSE:

Keenan and Associates will provide property and claims administration services for Hanford Elementary that meet the Northern California ReLiEF (NCR) guidelines. NCR is the District's property/liability insurance provider.

The term of this agreement is from July 1, 2014 through June 30, 2017.

FISCAL IMPACT:

Fees are only charged on an as needed basis when there are claims.

RECOMMENDATION:

Approve agreement with Keenan and Associates for Claims Administration.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: May 2, 2014

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 14, 2014

ITEM:

Consider approval of Public Hearings Notification: Proposed Local Accountability Plan and District Budget for 2014-15, June 11, 2014, 6:10 p.m., Hanford Elementary School District Office Board Room, 714 N. White Street, Hanford, California.

PURPOSE:

The proposed Local Accountability Plan and District budget can be adopted only after public hearings have been held. The Local Accountability Plan and District budget must be adopted by June 30, 2014. I suggest that you hold the public hearings during your regular meeting on June 11, 2014.

The Local Accountability Plan and District budget will be agendized for Board Approval at the June 25, 2014 Board Meeting.

FISCAL IMPACT:**RECOMMENDATION:**

Approve public hearings date and time.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: May 7, 2014

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

FOR: () Information
(X) Action

Date you wish to have your item considered: May 14, 2014

ITEM:

Consider renewal of lease agreement with Mobile Modular Management Corporation for four (4) portable classrooms.

PURPOSE:

The District entered into a two-year lease renewal with Mobile Modular Management Corporation in 2002 for these four (4) portable classrooms. The lease will expire June 30, 2014. These portable classrooms are still needed. We would like to renew the lease for two (2) additional years.

King School 4 portable classrooms

FISCAL IMPACT:

The cost for this lease will be \$3960 per year per portable classroom. This cost will be paid for from Developer Fees.

RECOMMENDATION:

Approve renewal of lease agreement with Mobile Modular Management Corporation for four (4) portable classrooms for two years.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: May 7, 2014

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

FOR: () Information
(X) Action

Date you wish to have your item considered: May 14, 2014

ITEM:

Consider approval of lease agreements with Mobile Modular Management Corporation for nine (9) portable classrooms through a piggyback bid with the Franklin – McKinley School District

PURPOSE:

The District placed twelve (12) portable classrooms at Lincoln, Richmond and Simas schools during the time period from 1997 through 2002. The leases for these portables classrooms have been renewed a number of times in the ensuing years. Due to the age of these portable classrooms, we recommend returning them and replacing them as follows as determined by need at this time.

	<u>Return</u>	<u>Replace</u>
Lincoln	5	5
Richmond	3	4
Simas	4	0
	<u>12</u>	<u>9</u>

We recommend leasing the new portable classrooms for a 5-year term. The new leases will be through a piggyback bid with the Franklin-McKinley School District.

FISCAL IMPACT:

The cost for these leases will be \$4,968 per year per portable classroom. This cost will be paid for from Developer Fees.

RECOMMENDATION:

Approve leases with Mobile Modular Management Corporation for nine (9) portable classrooms for a 5-year term through a piggyback bid with the Franklin-McKinley School District.