

# Hanford Elementary School District

## REGULAR BOARD MEETING AGENDA

*Wednesday, November 14, 2018*

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**
  - Case#19-03 – Wilson
- **Personnel** (*Pursuant to Government Code 54956.9, trustees will adjourn to Closed Session to discuss the items listed below. The items to be discussed shall be announced in accordance with Government Code Section 54954.5 and/or under Education Code Provisions*)
  - Public Employee Discipline/Dismissal/Release (GC 54957) – Case#2019-01

### OPEN SESSION

- Take action on closed session items

## 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 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 October 19, 2018; October 26, 2018; and November 2, 2018.
- b) Approve minutes of Regular Board Meeting held on October 24, 2018.
- c) Approve interdistrict transfers as recommended.
- d) Approve donation of \$180.34 from eScrip.
- e) Approve donation of \$1,900.00 from Simas Parent Teacher Club.
- f) Approve donation of \$48.46 from eScrip.

- *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 aides and services, in order to participate in the Board meeting should contact the Superintendent in writing.*

### **3. INFORMATION ITEMS**

- a) Receive for information the 2018-2019 Annual Williams Report (Gabler)
- b) Receive for information the transition of Jefferson from a Charter School to a Magnet Program (Gabler)
- c) Receive for information a report from the District Parent Advisory Committee for the meeting held on April 24, 2018 (PAC Meeting #4) (Carlton)
- d) Receive for information a report from the District English Learner Advisory Committee for the meeting held on May 30, 2018 (DELAC Meeting #5)
- e) Receive for information the monthly financial reports for the period of 07/01/2018 – 10/31/2018 (Endo)
- f) Receive for information the following revised Board Policy and Administrative Regulation: (Carlton)
  - BP/AR 6020 – Parent Involvement
- g) Receive for information the following revised Board Policy: (Endo)
  - BP 3100 – Budget
- h) Receive for information the following revised Board Policy: (Endo)
  - BP 3280 – Sale or Lease of District-Owned Real Property
- i) Receive for information the following new Board Policy: (Endo)
  - BP 3513.4 – Drug and alcohol Free Schools
- j) Receive for information the following revised Administrative Regulation: (Endo)
  - AR 3515.6 – Criminal Background Checks for Contractors
- k) Receive for information the following new Administrative Regulation: (Strickland)
  - AR 5113.11 – Attendance Supervision
- l) Receive for information the following new Board Policy and Administrative Regulation: (Strickland)
  - BP/AR 5113.12 – District School Attendance Review Board
- m) Receive for information the following new Board Policy and Administrative Regulation: (Strickland)
  - BP/AR 6173.2 – Education of Children of Military Families
- n) Receive for information the following revised Board Policy: (Rubalcava)
  - BP 6170.1 – Transitional Kindergarten

### **4. BOARD POLICIES AND ADMINISTRATION**

- a) Consider adoption of Resolution #8-19: Regarding Absent Board Member Compensation (Gabler)
- b) Consider approval of the following revised Board Policy: (Martinez)
  - BP 4111, 4211, 4311 – Recruitment and Selection
- c) Consider approval of the following revised Board Policy and Administrative Regulation: (Martinez)
  - BP/AR 4119.11, 4219.11, 4319.11 – Sexual Harassment
- d) Consider approval of the following revised Administrative Regulation: (Martinez)
  - AR 4161.8, 4261.8, 4361.8 – Family Care and Medical Leave

### **5. PERSONNEL (Martinez)**

- a) Employment  
Certificated
  - Lisa Polder, RSP Teacher, various sites, effective 12/3/18

Classified

- Anna Hernandez, Food Service Worker II – 2.5 hrs., Kennedy, effective 11/1/18
- Jacine Reyes, READY Program Tutor – 4.5 hrs., Roosevelt, effective 10/22/18
- Timothy Wedderburn, Groundskeeper II – 8.0 hrs., Grounds/DSF, effective 11/1/18

Yard Supervisors

- Tia Cooper, Yard Supervisor – 3.25 hrs., Wilson, effective 10/31/18
- Angela Corona, Yard Supervisor – 3.0 hrs., Roosevelt, effective 10/23/18
- Jennifer Navarro Rodriguez, Yard Supervisor – 3.0 hrs., Lincoln, effective 10/23/18

Temporary Employees/Substitutes

- Regine Abad, Percussion Coach, Jefferson, effective 10/22/18 to 6/6/19
- Lizeth Barraza Alcala, Short-term Yard Supervisor – 2.0 hrs., Simas, effective 10/23/18 to 12/21/18
- Oscar Barron, Short-term Licensed Vocational Nurse – 4.0 hrs., Kennedy, effective 11/5/18 to 12/21/18
- Tiffany Cantu, Short-term Yard Supervisor – 1.5 hrs., King, effective 10/23/18 to 12/21/18
- Yesenia Caro, Short-term Yard Supervisor – 1.0 hr. Roosevelt, effective 10/23/18 to 12/21/18
- Alix Carranza, Substitute Custodian I, effective 10/22/18
- Marlyn Chang, Short-term Bilingual Licensed Vocational Nurse – 4.0 hrs., Kennedy, effective 11/5/18 to 12/21/18
- Angelica Davila, Substitute Yard Supervisor, effective 10/23/18; Short-term Yard Supervisor – 2.0 hrs., Richmond, effective 10/23/18 to 12/21/18
- Tia Cooper, Short-term Yard Supervisor – .75 hr., Wilson (PE schedule), effective 11/13/18 to 5/17/19
- Maria Villa Fernandez, Substitute Custodian I, effective 10/15/18
- Omar Arellan Gallardo, Substitute Groundskeeper II, effective 11/5/18
- Mayra Garcia, Substitute Bus Driver, Translator: Oral Interpreter and Written Translator, effective 11/2/18
- Anna Hernandez, Substitute Yard Supervisor, effective 11/2/18
- Edgar Hernandez, Short-term Custodian II – 7.0 hrs., Monroe, effective 11/6/18 to 1/11/19
- Blakely Johnson-Lee, Substitute Alternative Education Program Aide, Special Circumstance Aide, and Special Education Aide, effective 10/29/18
- Valerie Esparza-Lopez, Short-term READY Program Tutor – 1.5 hrs., (T, Th), School Climate Activity at King, effective 10/16/18 to 12/20/18
- Amy McClard, Substitute Yard Supervisor, effective 10/26/18
- Reunite Mims, Short-term Yard Supervisor – 1.5 hrs., Hamilton, effective 10/24/18 to 12/21/18
- Arianna Nava, Short-term READY Program Tutor – 4.5 hrs., Hamilton, effective 10/31/18 to 12/21/18
- Ian Parra, Substitute READY Program Tutor, effective 10/17/18
- Nalleli Pelayo, Substitute READY Program Tutor, Translator: Oral Interpreter and Written Translator, effective 10/31/18
- Danira Sandoval, Short-term READY Program Tutor – 4.5 hrs., King, effective 10/23/18 to 12/17/18
- Keshia Spain, Substitute READY Program Tutor, effective 10/17/18; Short-term READY Program Tutor – 4.5 hrs., Hamilton, effective 11/5/18 to 12/21/18
- Melonie Thomas, Substitute READY Program Tutor, Special Circumstance Aide and Special Education Aide, effective 10/15/18

- Colett Vasquez, Substitute Yard Supervisor, effective 10/29/18; Short-term Yard Supervisor – 2.0 hrs., Roosevelt, effective 10/29/18 to 12/21/18
- b) Employment and Certification of Temporary Athletic Team Coaches Pursuant to Title 5 CCR 5594
  - Mariah Benitez, 4-6 Girls Basketball Coach, Hamilton, effective 11/12/18 to 2/15/18
  - Christopher Kuenning, 4-6 Girls Basketball Coach, Washington, effective 11/12/18 to 2/9/19
- c) Resignations
  - Kerri Borba, Substitute Educational Interpreter, effective 8/14/18
  - Cheyenne Breer, Substitute Yard Supervisor, effective 8/15/18
- d) More Hours
  - Esmeralda Ledesma, Yard Supervisor, from 2.5 to 3.0 hrs., Lincoln, effective 10/23/18
  - Carlos Perez-Reyna, Yard Supervisor, from 1.5 hrs., to 2.5 hrs., Roosevelt, effective 10/23/18
  - Sherri Sumaya, Yard Supervisor, from 3.0 hrs. to 3.5 hrs., Hamilton, effective 10/17/18
- e) Volunteers

<u>Name</u>	<u>School</u>
Melisa Rodriguez	Hamilton
Daisy Garcia	Jefferson
Greg Moreno	Jefferson
Rosa Nieves	Jefferson
Michael Taylor	King
Maria Callente	Lincoln
Esmeralda Ledesma (HESD Employee)	Lincoln
Ashley Borges-Brieno	Monroe
Sam Brieno	Monroe
Keith Hernandez	Monroe
Claudia Magallan	Monroe
Molly Sparks	Monroe
Haley Waddell	Monroe
Rebecca Anderson	Richmond
Elizabeth Garcia	Richmond
Bibiana Ramirez Rodriguez	Richmond
Sandy Renteria	Richmond
Frances Resendez	Roosevelt
Linsey Hughes	Simas
Cecilia Luviano	Simas
Guillermo Luviano Aguirre	Simas
Jessica Maldonado	Simas
Jaime Ortiz	Simas
Juan Santana Lopez	Simas
Jose Zuniga Chinchilla	Simas
Nicholas Almanza	Washington
Kenneth Bailey	Washington
Priscilla Carrasco	Washington
Robert Gonzalez	Washington
Julie Lloyd	Washington
Maribii Pratt	Kennedy
Karina Mascorro	Kennedy/Wilson/Kennedy



**6. FINANCIAL (Endo)**

- a) Consider approval of the 1<sup>st</sup> Interim Report (For the Interim Report go to:  
[https://www.hesd.k12.ca.us/files/user/502/file/11\\_14\\_18%201st%20interim.pdf](https://www.hesd.k12.ca.us/files/user/502/file/11_14_18%201st%20interim.pdf))
- b) Consider adoption of Resolution #9-19: 2018–19 Budget Revisions – 1<sup>st</sup> Interim
- c) Consider approval of the Kings County Treasurer’s Quarterly Compliance Report
- d) Consider rejection of Claim for Damages: Fanny Miranda

**7. FUTURE ITEMS**

- a) Set date for Annual Organizational Meeting: December 12, 2018.

**ADJOURN MEETING**

HANFORD ELEMENTARY SCHOOL DISTRICT  
AGENDA REQUEST FORM

TO: Joy Gabler  
FROM: Jay Strickland  
DATE: November 5, 2018

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

Date you wish to have your item considered: November 14, 2018

ITEM: Administrative Panel Recommendations

PURPOSE:

Case# 19-03 - Wilson

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Consider approval of warrants.

**PURPOSE:**

The administration is requesting the approval of the warrants as listed on the registers dated: 10/19/18, 10/26/18 and 11/02/18.

**FISCAL IMPACT:**

See attached.

**RECOMMENDATIONS:**

Approve the warrants.

# Warrant Register For Warrants

## Dated 10/19/2018

Warrant Number	Vendor Number	Vendor Name	Amount
12591345	1142	MICHELE ALEXANDER Travel & Conf/Mileage	\$84.15
12591346	6431	AMAZON.COM Allowance/Books/Inst'l Matl's	\$5,470.85
12591347	6973	AMERICAN MODULAR SYSTEMS INC. Buildings & Improvements	\$4,576.50
12591348	53	AMERICAN MUSIC COMPANY Equipment/PE Matl's	\$17,724.76
12591349	59	AMERIPRIDE UNIFORM SERVICES Laundry/Mop/Mat Services	\$3,388.78
12591350	59	AMERIPRIDE UNIFORM SERVICES Laundry/Mop/Mat Services	\$370.33
12591351	7271	APPLIANSYS LLC Equipment	\$33,526.80
12591352	7230	ARDENT GENERAL INC Buildings & Improvements	\$142,390.21
12591353	3258	BANK OF AMERICA Travel & Conf/Study Trip	\$461.98
12591354	153	BOOKSOURCE Books	\$245.77
12591355	6585	CUE CONFERENCE Travel & Conf	\$618.00
12591356	4417	CARIN DE LA TORRE Supplies	\$22.51
12591357	6453	FLOWERS BAKING COMPANY Food	\$874.20
12591358	6173	FP MAILING SOLUTIONS Repairs	\$637.77
12591359	1769	FRESNO PRODUCE Food	\$15,248.92
12591360	2749	GARDA CL WEST INC. Other Services	\$136.40
12591361	2687	JONI R. GARNER Allowance	\$151.74
12591362	1393	GAS COMPANY Gas	\$682.93
12591363	591	GOLD STAR FOODS Food	\$23,551.04
12591364	7046	THE GROVE Field Trip	\$416.00
12591365	686	JERI HIGDON Travel & Conf/Mileage	\$41.21
12591366	2045	HILLCREST FARMS Study Trip	\$528.00
12591367	2427	HOME DEPOT CREDIT SERVICES Maintenance Supplies	\$17.99
12591368	5290	KEENAN & ASSOCIATES Insurance	\$861.59
12591369	801	KINGS COUNTY MOBILE LOCKSMITH Repairs	\$862.23
12591370	796	KINGS COUNTY OFFICE OF ED Travel & Conf	\$550.00
12591371	5937	JESSICA KNODEL Allowance	\$200.00
12591372	827	LA TAPATIA TORTILLERIA INC. Food	\$807.95
12591373	838	LAWRENCE TRACTOR COMPANY Grounds Supplies	\$273.63
12591374	6413	LYNZI LOWE Mileage	\$269.61
12591375	4704	KELLEY MAYFIELD Mileage	\$44.96
12591376	6191	TERESA NIBLETT Allowance	\$61.41
12591377	1058	OFFICE DEPOT Office Supplies	\$1,973.55
12591378	6257	ORCHARD SUPPLY HARDWARE Maint/Grounds/Custodial Supplies	\$1,528.74
12591379	5111	P & R PAPER SUPPLY COMPANY INC Kitchen Supplies	\$6,904.75
12591380	5920	PANERA BREAD CAFÉ PD Supplies	\$277.19
12591381	5829	PRINT MANAGER Software License	\$1,883.50
12591382	1168	PRODUCERS DAIRY PRODUCTS Food	\$14,787.13
12591383	1303	SAVE MART SUPERMARKETS Food	\$122.95
12591384	5452	SUSAN SCHNEIDER Allowance	\$200.00
12591385	1801	SMART & FINAL STORES (HFD KIT) Food	\$328.34
12591386	1392	SOUTHERN CALIFORNIA EDISON CO. Electricity	\$7,881.55
12591387	2031	SOUTHWEST SCH & OFFICE SUPPLY Warehouse	\$560.49
12591388	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$10,348.38
12591389	1444	SYSCO FOODSERVICES OF MODESTO Food	\$34,431.89
12591390	6697	JENNIFER TAYLOR Allowance	\$149.27
12591391	1466	TERMINIX INTERNATIONAL Pest Control	\$351.00
12591392	4064	TULARE COUNTY OFFICE OF ED Travel & Conf	\$1,200.00

**Warrant Register For Warrants  
Dated 10/19/2018**

Warrant Number	Vendor Number	Vendor Name	Amount
12591393	2653	VALLEY OXYGEN Maint/Grounds Supplies	\$94.85
12591394	6731	MARIA VILLA Other Services	\$21.00
12591395	6943	WEST VALLEY SUPPLY Grounds Supplies	\$121.19
12591396	7022	NORMA ZUNIGA Supplies	\$22.51
Total Amount of All Warrants:			<b>\$338,286.50</b>



**Credit Card Register For Payments**  
**Dated 10/19/2018**

Document Number	Vendor Number	Vendor Name	Amount
14024304	2	A-Z BUS SALES INC Transportation Supplies	\$3,913.83
14024305	2297	FRESNO ROOFING CO. INC. Buildings & Improvements	\$1,270.00
14024306	652	HANFORD SENTINEL HR Services	\$1,420.50
14024307	1002	MORGAN & SLATES INC. Maint/Grounds Supplies	\$127.62
<b>Total Amount of All Credit Card Payments:</b>			<b>\$6,731.95</b>





# Warrant Register For Warrants

## Dated 10/26/2018

Warrant Number	Vendor Number	Vendor Name	Amount
12591770	6253	AT&T Telephone	\$1,543.16
12591771	2758	BALLOONS EVERYWHERE Inst'l Supplies	\$70.31
12591772	150	BLINDS ETC. Repairs	\$150.00
12591773	184	BUREAU OF EDUCATION & RESEARCH Travel & Conf	\$996.00
12591774	184	BUREAU OF EDUCATION & RESEARCH Travel & Conf	\$538.00
12591775	7283	CA DEPT OF TAX & FEE ADMINISTRATION Dues	\$25.02
12591776	4918	CALIFORNIA COMMISSION ON TEACHER Other Services	\$100.00
12591777	4918	CALIFORNIA COMMISSION ON TEACHER Other Services	\$100.00
12591778	4918	CALIFORNIA COMMISSION ON TEACHER Other Services	\$100.00
12591779	236	STATE OF CALIFORNIA Other Services	\$3,163.00
12591780	299	CENTRAL VALLEY COMP. CARE INC. Other Services	\$79.00
12591781	6552	CHILDREN'S STORYBOOK GARDEN Study Trips	\$3,000.00
12591782	7284	LETICIA COLE Mileage	\$18.15
12591783	3068	DEBRA COLVARD Mileage	\$69.43
12591784	5708	CORE BUSINESS INTERIORS Equipment	\$860.15
12591785	6625	COSCO FIRE PROTECTION Inspection	\$630.00
12591786	373	CPM EDUCATIONAL PROGRAM Textbooks	\$1,778.65
12591787	5535	CSUF FOUNDATION – CVELI Travel & Conf	\$400.00
12591788	5463	SARA DECUIR Mileage	\$243.07
12591789	506	ETA HAND2MIND Inst'l Matl's	\$26.19
12591790	3517	JENNIFER FAGUNDES PD Supplies	\$57.30
12591791	6232	FOLLETT LIBRARY RESOURCES Books	\$2,448.11
12591792	5960	LAUREN FRANCO Travel & Conf/Mileage	\$607.17
12591793	2297	FRESNO ROOFING CO. INC. Buildings & Improvements	\$16,621.80
12591794	561	ALICE GARCIA Postage	\$7.62
12591795	1393	GAS COMPANY Gas	\$76.24
12591796	7012	GREENFIELD LEARNING INC. Software License	\$3,100.00
12591797	7228	SAMANTHA HERNANDEZ Mileage	\$269.61
12591798	685	HI-LINE Transportation Supplies	\$365.97
12591799	5264	HOUGHTON MIFFLIN HARCOURT Textbooks	\$262.55
12591800	6766	IMAGE MARKET Inst'l Matl's	\$181.30
12591801	2528	INDUSTRIAL PLUMBING SUPPLY Equipment	\$2,191.92
12591802	7175	iREPAIR Repairs	\$250.00
12591803	566	J GARDNER & ASSOCIATES Inst'l Matl's	\$341.75
12591804	5648	STACIE JOHNSON PD Supplies	\$36.72
12591805	6493	KELLIE JONES Mileage	\$243.07
12591806	779	KEENAN & ASSOC. CPIC Health & Welfare	\$5,400.00
12591807	778	KEENAN & ASSOC. MED. EYE SERV. Health & Welfare	\$10,255.34
12591808	796	KINGS COUNTY OFFICE OF ED Other Services	\$86.50
12591809	6413	LYNZI LOWE Travel & Conf	\$30.00
12591810	977	ORAL E. MICHAM INC. Buildings & Improvements	\$191,255.23
12591811	1004	MORRISON'S SILKSCREEN Inst'l Matl's	\$1,700.17
12591812	3377	GERRY MULLIGAN Supplies	\$106.26
12591813	2909	MARCELA NICOLE NASH Allowance	\$200.00
12591814	1058	OFFICE DEPOT Office Supplies	\$370.35
12591815	6792	PEARSON EDUCATION Textbooks	\$20,467.23
12591816	4118	KERRY PIEROTTE Allowance	\$69.18
12591817	7269	PITSCO INC. Allowance	\$275.54

# Warrant Register For Warrants

## Dated 10/26/2018

Warrant Number	Vendor Number	Vendor Name	Amount
12591818	1204	SHARON RAMSEIER-WILLIAMS Inst'l Consultant	\$1,389.56
12591819	1220	REEF-SUNSET MIDDLE SCHOOL Entry Fees	\$200.00
12591820	4518	R MARK RICHARD Repairs	\$8,070.00
12591821	2456	MICHAEL ROGERS Allowance	\$129.45
12591822	3136	SAVE A LIFE TRAINING CENTER Other Services	\$560.00
12591823	1303	SAVE MART SUPERMARKETS Supplies	\$57.17
12591824	1325	SCHOOL NURSE SUPPLY Medical Supplies	\$15.38
12591825	1349	SIERRA SCHOOL EQUIPMENT CO. Office Furniture	\$1,042.47
12591826	3513	SIGNMAX Parking Sign	\$78.81
12591827	1374	SMART & FINAL STORES (HFD DO) Supplies	\$137.14
12591828	3800	SONITROL OF FRESNO Alarm Services	\$2,710.01
12591829	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$6,878.60
12591830	5622	JOANNA STONE Mileage	\$162.63
12591831	3728	JASON STRICKLAND Homeless Supplies	\$20.00
12591832	7092	SUNCREST BANK Buildings & Improvements	\$10,066.07
12591833	2188	SUPPLYWORKS Grounds Supplies	\$565.82
12591834	3665	TECH MUSEUM OF INNOVATION Study Trip	\$556.00
12591835	6944	TETER LLP Buildings & Improvements	\$36,226.01
12591836	5946	THE HARTFORD Health & Welfare	\$1,205.05
12591837	4064	TULARE COUNTY OFFICE OF ED Travel & Conf	\$525.00
12591838	1504	TURF STAR INC. Grounds Supplies	\$743.42
12591839	1558	VERIZON WIRELESS Telephone	\$617.03
12591840	7261	VOCABULARYSPELLINGCITY.COM Software License	\$69.95
12591841	1575	WALMART COMMUNITY RFCSLLC Supplies	\$1,107.98
12591842	5905	KATELYN WARNER Allowance	\$110.10
12591843	7285	TIM WEDDERBURN Other Services	\$21.00
12591844	3863	WILLIAM WILKINSON Allowance	\$39.69
12591845	6239	ANJALI WILLIAMS Supplies	\$34.79

**Total Amount of All Warrants:**

**\$344,506.19**



**Credit Card Register For Payments**  
**Dated 10/26/2018**

Document Number	Vendor Number	Vendor Name	Amount
14024353	416	DEMCO INC. Inst'l Supplies	\$95.84
14024354	5184	DRISKELL'S APPLIANCE Repairs	\$85.00
14024355	5482	FOREMOST (PROMOTIONS NOW) Inst'l Matl's	\$510.56
14024356	546	FRESNO ENVELOPE AND EMBOSSING Printing Supplies	\$180.18
14024357	3653	HEINEMANN PUBLISHING Books	\$1,971.37
14024358	5690	INDOFF INCORPORATED Equipment	\$2,731.66
14024359	806	KINGS COUNTY TROPHY Athletic Awards	\$530.89
14024360	1071	ORIENTAL TRADING CO. INC. READY Matl's	\$970.25
14024361	1345	SHIFFLER EQUIPMENT SALES INC. Maintenance Supplies	\$1,052.23
14024362	1464	TENNANT SALES & SERVICE CO. Grounds Matl's	\$366.58
14024363	1547	VALLEY PUBLIC TELEVISION Inst'l Consultant	\$1,500.00
<b>Total Amount of All Credit Card Payments:</b>			<b>\$9,994.56</b>



# Warrant Register For Warrants

## Dated 11/02/2018

Warrant Number	Vendor Number	Vendor Name	Amount
12592629	6431	AMAZON.COM Inst'l Matl's/Office Supplies	\$9,936.81
12592630	7290	OMAR ARELLAN Other Services	\$21.00
12592631	6253	AT&T Telephone	\$42.13
12592632	3947	ATKINSON ANDELSON LOYA RUUD & ROMO Legal	\$929.25
12592633	6264	BAKERSFIELD SYMPHONY ORCHESTRA Study Trip	\$402.00
12592634	153	BOOKSOURCE Books	\$3,994.95
12592635	5166	BROWN'S DOCK & DOOR INC Repairs	\$485.00
12592636	355	CDT INC. Other Services	\$35.00
12592637	6552	CHILDREN'S STORYBOOK GARDEN Study Trips	\$4,650.00
12592638	331	CLASSIC CHARTER Transportation	\$2,566.00
12592639	4178	COOK'S COMMUNICATION Radio Supplies	\$223.00
12592640	3956	FUN WORKS Inst'l Consultant	\$400.00
12592641	1393	GAS COMPANY Gas	\$337.64
12592642	7012	GREENFIELD LEARNING INC. Software License	\$680.00
12592643	3470	CAROLYN L HUDGINS READY Supplies	\$20.06
12592644	5052	IMAGINE U CHILDRENS MUSEUM Study Trip	\$207.00
12592645	2528	INDUSTRIAL PLUMBING SUPPLY Maintenance Supplies	\$1,696.41
12592646	7056	JH TACKETT MARKETING Inst'l Matl's	\$806.52
12592647	2062	JOHN'S INCREDIBLE PIZZA Study Trip	\$1,435.71
12592648	759	DARYL L. JOHNSON Allowance	\$33.85
12592649	1829	KENNEDY STUDENT BODY Meals	\$633.00
12592650	6657	FRANK LOURENCO Travel & Conf	\$60.00
12592651	2243	MATSON ALARM Alarm Services	\$285.00
12592652	970	MERCED CO. OFFICE OF EDUCATION Inst'l Consultant	\$2,400.00
12592653	7291	JENNIFER NAVARRO RODRIGUEZ Other Services	\$80.00
12592654	1058	OFFICE DEPOT Inst'l Matl's/Office Supplies	\$2,517.03
12592655	7289	JESUS ORNELAS Other Services	\$21.00
12592656	5356	JODY PRODOEHL Allowance	\$39.14
12592657	7084	JESUS RODRIGUEZ Travel & Conf	\$297.00
12592658	3136	SAVE A LIFE TRAINING CENTER Other Services	\$640.00
12592659	1801	SMART & FINAL STORES (HFD KIT) Food	\$288.05
12592660	1392	SOUTHERN CALIFORNIA EDISON CO. Electricity	\$5,767.83
12592661	7219	SOUTHERN CLASS Other Services	\$1,700.00
12592662	2031	SOUTHWEST SCH & OFFICE SUPPLY Warehouse	\$411.37
12592663	1404	STANISLAUS FOUNDATION – ADMIN Other Services	\$2,624.50
12592664	2277	BRIAN STONE Allowance	\$72.45
12592665	1466	TERMINIX INTERNATIONAL Pest Control	\$40.00
12592666	2138	THE TREE HOUSE Kitchen Supplies	\$336.55
12592667	1508	U.S. POSTAL SERVICE (CMRS-FP) Postage	\$3,000.00

**Total Amount of All Warrants:**

**\$50,115.25**



**Credit Card Register For Payments**  
**Dated 11/02/2018**

Document Number	Vendor Number	Vendor Name	Amount
14024413	3599	4IMPRINT INC Inst'l Matl's	\$1,284.64
14024414	91	AUTOMATED OFFICE SYSTEMS Leases	\$8,633.18
14024415	6099	CENTRAL VALLEY GOLF & UTILITY Equipment	\$4,236.38
14024416	546	FRESNO ENVELOPE AND EMBOSSING Printing Supplies	\$82.10
14024417	4430	G W SCHOOL SUPPLY Allowance	\$24.06
14024418	4271	GOLDEN EAGLE CHARTER INC. Transportation	\$1,390.00
14024419	806	KINGS COUNTY TROPHY Inst'l Matl's	\$94.38
14024420	4276	LEARNING A-Z Software License	\$2,298.85
14024421	3620	MENTORING MINDS Inst'l Matl's	\$1,886.79
<b>Total Amount of All Credit Card Payments:</b>			<b>\$19,930.38</b>





Hanford Elementary School District  
*Minutes of the Regular Board Meeting*  
*October 24, 2018*

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on October 24, 2018 at District Office Board Room, 714 N. White Street, Hanford, CA.

- Call to Order** President Garner called the meeting to order at 5:30 p.m. Trustee Garcia, Hernandez, Revious and Strickland were present.
- Closed Session** Trustees immediately adjourned to closed session for the purpose of:
- Conference with Legal Counsel – Pending Litigation
  - Public Employee Discipline/Dismissal/Release (GC 54957)
  - Public Employee Performance Evaluation (GC 54957) - Superintendent
- Open Session** Trustees returned to open session at 6:28 p.m.
- HESD Managers Present** Joy C. Gabler, Superintendent, and the following administrators were present: Kristina Baldwin, Doug Carlton, Anthony Carrillo, Debra Colvard, Kenny Eggert, David Endo, Matthew Gamble, David Goldsmith, Lucy Gomez, Jaime Martinez, Karen McConnell, Gerry Mulligan, Julie Pulis, Jill Rubalcava, Cruz Sanchez-Leal and Jay Strickland.
- Conference with Legal Counsel** No action was taken by the Board.
- Personnel Items** No action was taken by the Board on any of the personnel items.
- Public Comments** None
- Board and Staff Comments** Gerry Mulligan, Director of Facilities and Operations, wanted to highlight and thank Lowes for their donation. Officer Westlund took it upon himself and applied for a grant through Lowes. Lowes donated 500 safety buckets that include gloves, water, and first aid items, in addition to a \$800 gift card.
- Requests to Address the Board** None
- Dates to Remember** President Garner reviewed dates to remember: November 2nd - End of 1st Trimester, CSBA Registration Deadline for Annual Conference on November 5th, Holiday (Veterans Day) - November 12th, November 14th - Board Meeting.

**CONSENT ITEMS**

Trustee Garcia made a motion to take consent items "a" through "f" together. Trustee Hernandez seconded; motion carried 5-0:

- Garcia – Yes
- Garner – Yes
- Hernandez – Yes
- Revious – Yes

Strickland – Yes

Trustee Garcia then made a motion to approve consent items “a” through “f”. Trustee Hernandez seconded; motion carried 4-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

The items approved are as follows:

- a) Warrant listings dated August 31, 2018; September 7, 2018 and September 14, 2018.
- b) Minutes of Regular Board Meeting held on September 12, 2018.
- c) Interdistrict transfers as recommended.
- d) Donation of \$582.00 from Washington PTC.
- e) Donation of \$196.93 from eScrip.
- f) Donation of \$800.00 gift card and 300 emergency lockdown kits from Lowes.

### **INFORMATION ITEMS**

**2018 CAASPP Results** Joy C. Gabler, Superintendent, presented for information the results of the 2018 California Assessment of Student Performance and Progress results in a PowerPoint.

**Financial Reports 7/1/18-8/31/18** David Endo, Chief Business Official, presented for information the monthly financial reports for the period of 07/01/2018 – 09/30/2018.

**BP 4111, 4211, 4311** Jaime Martinez, Assistant Superintendent to Human Resources, presented for information the following revised Board Policy:

- BP 4111, 4211, 4311 – Recruitment and Selection

**BP/AR 4119.11, 4219.11, 4319.11** Jaime Martinez, Assistant Superintendent to Human Resources, presented for information the following revised Board Policy and Administrative Regulation:

- BP/AR 4119.11, 4219.11, 4319.11 – Sexual Harassment

**BP/AR 4158, 4258, 4358** Jaime Martinez, Assistant Superintendent to Human Resources, presented for information the following revised Board Policy and Administrative Regulation:

- BP/AR 4158, 4258, 4358 – Employee Security

**Williams Uniform Complaints** Joy C. Gabler, Superintendent, reported to the Board that the District received no Williams Complaints for the first quarter (7/01/18 – 9/30/18) of the 2018-2019 school year.

### **BOARD POLICIES AND ADMINISTRATION**

**Induction Program** Trustee Strickland made a motion to sponsor the HESD Induction Program. Trustee Garcia seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes

Revious – Yes  
Strickland – Yes

**BP 7214**

Trustee Strickland made a motion to approve the revised Board Policy 7214 – General Obligation Bonds. Trustee Garcia seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**BB 9012**

Trustee Strickland made a motion to approve the revised Board Bylaw 9012 – Board Member Electronic Communication. Trustee Hernandez seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**BP 0410**

Trustee Strickland made a motion to approve the revised Board Policy 0410 - Nondiscrimination in District Programs and Activities. Trustee Hernandez seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**BP/AR 5148.2**

Trustee Strickland made a motion to approve the revised Board Policy and Administrative Regulation 5148.2 – Before/After School Program. Trustee Hernandez seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**AR 5141.52**

Trustee Strickland made a motion to approve the new Administrative Regulation 5141.52 – Suicide Prevention. Trustee Garcia seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**PERSONNEL**

Trustee Garcia made a motion to take Personnel items “a” through “f” together. Trustee Hernandez seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes

Hernandez – Yes  
Revious – Yes  
Strickland – Yes

Trustee Garcia then made a motion to approve Personnel items “a” through “f”. Trustee Hernandez seconded; the motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

The following items were approved:

***Item “a” –  
Employment***

Temporary Employees/Substitutes

- Oscar Barron, Short-term Licensed Vocational Nurse – 4.0 hrs., Kennedy, effective 10/9/18 to 11/5/18
- Kylee Berna, Substitute READY Program Tutor, effective 10/4/18
- Hannah Bruner, Substitute Yard Supervisor, effective 10/15/18
- Evelyn Campos, Short-Term Bilingual Aide – hours vary, Simas/varies, effective 9/26/18 to 5/31/19
- Johnathan Covian, Substitute Custodian I, effective 10/2/18
- Gabriella Gomez, Substitute READY Program Tutor, effective 10/10/18
- Bertha Martin, Short-term Bilingual Aide – hours vary, Roosevelt/varies, effective 9/26/18 to 5/31/19
- Arianna Nava, Short-term Bilingual Aide – hours vary, Washington/varies, effective 9/26/18 to 5/31/19
- Rachell Rivera, Substitute Yard Supervisor, effective 10/1/18; Short-term Yard Supervisor – 3.0 hrs., Monroe, effective 10/2/18 to 12/21/18
- Veronica Rodriguez, Substitute Yard Supervisor, effective 10/17/18
- Danira Sandoval, Substitute READY Program Tutor, Translator: Oral Interpreter and Written Translator, effective 10/3/18
- Ma Carmen Solorio, Short-term Yard Supervisor – 2.5 hrs., Jefferson, effective 10/1/18 to 12/21/18
- Erik Villasenor, Short-term Bilingual Aide – hours vary, Jefferson/varies, effective 9/26/18 to 5/31/19

Yard Supervisors

- April Allen, Yard Supervisor – 2.5 hrs., Monroe, effective 10/23/18
- Maria Muñoz Gomez, Yard Supervisor – 2.0 hrs., Jefferson, effective 10/8/18
- Jennifer Robles, Yard Supervisor – 3.5 hrs., Hamilton, effective 10/17/18

***Item “b” –  
Athletic Team  
Coaches***

Employment and Certification of Temporary Athletic Team Coaches Pursuant to Title 5 CCR 5594

- Michael Quiñonez, 4-6 Boys Basketball Coach, effective 11/12/18 to 2/9/19

***Item “c” –  
Resignations***

- Hannah Bruner, Yard Supervisor – 3.5 hrs., Simas, effective 10/12/18
- Jolee Davis, Substitute READY Program Tutor, effective 6/6/18
- Sylvia Lombera, Yard Supervisor – 3.5 hrs., Roosevelt, effective 10/12/18
- Karen Ortega Garcia, Substitute Yard Supervisor, effective 10/19/18
- Veronica Rodriguez, Yard Supervisor – 2.0 hrs., Hamilton, effective 10/16/18

***Item “d” – More  
Hours***

- Fidel Gonzalez, Yard Supervisor, from 3.0 hrs. to 3.5 hrs., Wilson, effective 10/5/18
- Dianna Heredia, Yard Supervisor, from 3.0 hrs. to 3.5 hrs., Wilson, effective 10/5/18
- Chris Payne, Yard Supervisor, from 2.0 hrs. to 3.5 hrs., Simas, effective 10/15/18

**Item "e" – Leave  
of Absence**

- Gennarina "Genella" Alvarez, Yard Supervisor – 3.5 hrs., Hamilton, effective 10/12/18 to 11/16/18, family illness

**Item "f" –  
Volunteers**

<u>Name</u>	<u>School</u>
Jesse Rubio	Hamilton
Marcello Gonzalez	Jefferson
Heriberto Lepez	King
Felicia Meza	Lincoln
Ana Cabrera	Monroe
Nicanor Marquez	Monroe
Denivie Garivay	Richmond
Destinee Garivay	Richmond
Ernesto Resendiz	Richmond
Laysa Diaz	Roosevelt
Victoria Deshazor	Washington
Catherine Fox	Washington
Miguel Mojarro	Washington
Jessica Munoz Rivera	Washington
Katherine Rosales	Washington
Tiffany Davis	Lincoln/Kennedy

**FINANCIAL**

**SchoolWorks**

Trustee Strickland made a motion to approve the agreement with SchoolWorks to submit funding application for the Full-Day Kindergarten Facility Grant Program. Trustee Garcia seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**Teter Architects**

Trustee Garcia made a motion to approve the architectural services agreement with Teter Architects to facilitate the modernization of Lincoln Elementary. Trustee Revious seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**Adjournment**

There being no further business, President Garner adjourned the meeting at 6:57 p.m.

Respectfully submitted,

Joy C. Gabler,  
Secretary to the Board of Trustees

Approved:

\_\_\_\_\_  
Jeff Garner, President

\_\_\_\_\_  
Lupe Hernandez, Clerk

No	A/D	Sch Req'd	Home Sch	Date
I-176	A	Lincoln	Armona	11/05/2018
I-177	A	Jefferson	KRH	11/05/2018

No	A/D	Sch Req'd	Home Sch	Date
O-130	A	Pioneer	King	11/05/2018
O-131	A	Visalia	Wilson	11/05/2018
O-132	A	Kit Carson	Washington	11/05/2018



**HANFORD ELEMENTARY SCHOOL DISTRICT**AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Julie Pulis 

DATE: October 18, 2018

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

Date you wish to have your item considered: November 14, 2018

ITEM: Donation of \$180.34 from eScripPURPOSE: Accept donation of \$180.34 from eScripMaterials & Supplies \$180.34  
0100-1100-0-1110-1000-430000-024-0000FISCAL IMPACT (if any): \$180.34RECOMMENDATION (if any): Action.

## HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Kristina Baldwin 


DATE: November 1, 2018

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

Date you wish to have your item considered: November 5, 2018

**ITEM:** PTC Donation**PURPOSE: General Fund:** 0100-1100-0-1110-1000-430000-027-0000**FISCAL IMPACT:** \$1900.00**RECOMMENDATIONS:** Approve Donation

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**TO: Joy C. Gabler 

FROM: Kristina Baldwin

DATE: November 1, 2018

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

Date you wish to have your item considered: November 5, 2018

**ITEM:** EScrip Donation--\$48.46**PURPOSE:** General Fund/Instructional Supplies**FISCAL IMPACT:** \$48.46**RECOMMENDATIONS:** Approve Donation

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: 11/05/18

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/18

**ITEM:** 2018-2019 Annual Williams Report

**PURPOSE:** The Kings County Office of Education has provided the district with the 2018-2019 Annual Williams Report for Hamilton Elementary, MLK Elementary and Lincoln Elementary. California Education Code section 1240 requires that the County Office visit identified schools to evaluate the sufficiency of standards-aligned instructional materials, the conditions of the facilities, teacher assignments and the accuracy of the data published in the School Accountability Report Card in the aforementioned areas. This annual report is required by Education Code section 1240(c)(2)(B) pursuant to the Williams and Valenzuela Settlements. All three schools did not have any exceptions or findings.

**FISCAL IMPACT:** None**RECOMMENDATIONS:** None



# Kings County Office of Education

Todd Barlow - County Superintendent of Schools

*Received Superintendent's Office  
November 1, 2018*

October 12, 2018

Ms. Joy Gabler, Superintendent  
Hanford Elementary School District  
P.O. Box 1067  
Hanford, CA 93232

Subject: **2018-2019 Annual Williams Report for:**

**Hamilton Elementary School  
Martin Luther King, Jr. School  
Lincoln Elementary School**

Dear Ms. Gabler:

**Background:**

California Education Code section 1240 requires that the County Office visit schools identified within the county, review information in the areas noted below, and report to you the results of the visits and reviews. This Annual Report for Fiscal Year 2018-2019 is provided for submission to your governing board at a regularly scheduled meeting as required by Ed Code section 1240(c)(2)(B) pursuant to the Williams and Valenzuela Settlements. This report presents the results of visits and reviews of Hamilton Elementary, Martin Luther King, Jr., and Lincoln Elementary Schools.

The purpose of the reviews and visit(s) as specified in California Education Code 1240 was to:

1. Determine if students have “sufficient” standards-aligned instructional materials in the four core subject areas (English Language Development/English Language Arts, Mathematics, History/Social Science and Science), including Science Laboratory equipment in grades 9-12, and, as appropriate, in Foreign Languages, and Health;
2. Determine if there is any facility condition that “poses an emergency or urgent threat” to the health or safety of pupils or staff; and
3. Determine if the school has provided accurate data on the annual School Accountability Report Card (SARC) related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including “good repair.”

The law further requires that the County Superintendent annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API). While the areas enumerated in this paragraph are not mandated to be a part of this report to you, they are being included so that you and the citizens of the community will have complete understanding of the environments in which Hamilton Elementary, Martin Luther King, Jr., and Lincoln Elementary Schools are functioning.

Before proceeding with the report, here are the definitions of basic terms:

- **“Sufficient instructional materials”** means every pupil, including English Learners, has a standards-aligned textbook, or instructional materials, or both, to use in class and to take home.
- A school facility condition that poses an **“emergency or urgent threat”** is a condition that poses a threat to the health or safety of pupils or staff while at school.
- **“Good repair”** means the school facilities are clean, safe and functional as determined pursuant to the School Facility Inspection and Evaluation Instrument developed by the Office of Public School Construction [Facility Inspection Tool (FIT)] or a local evaluation instrument that meets the same criteria. Each school district that receives state funding for facilities maintenance is required to establish a facilities inspection system to ensure that each of its schools is maintained in “good repair.”

The school’s evaluation report follows this letter. If exceptions are found, they will be shown under the section of the evaluation.

In conclusion, be assured each of you receiving this report and, especially the Hanford Elementary School District Board, administration, staff and students that the Kings County Office of Education is readily available to support actions needed to address any needs identified in this report.

Sincerely,



Todd Barlow  
County Superintendent of Schools  
Kings County Office of Education

## **Hamilton Elementary School**

### **Review Areas and Findings:**

A review of the school includes many areas as prescribed by the law. County Office staff performed a site visit at Hamilton Elementary School to review instructional materials, facilities, and the School Accountability Report Card on September 6, 2018. Additional areas of review include teacher assignments/misassignments, teacher vacancies, review and findings, and Uniform Complaint Procedures.

### **Instructional Materials:**

In the sampling of classroom instructional materials we surveyed **5** of the **19** total classrooms (*based upon the required visit to at least 25% of each K-8 grade level classrooms and 20% of all core subject taught in grades 9-12*). The amount of materials must meet the sufficiency requirement so that each pupil has instructional materials to use in class and to take home for required homework, if needed. ***It was found from the review and supplemental documentation that Hamilton Elementary School has sufficient textbooks and materials available to support the school's instructional program.***

### **School Facilities:**

Under school facilities, the County Office is to ensure that there are no emergency conditions that threaten the students or staff, the SARC includes information on the maintenance of the facility, and the facility is in "good repair." Good repair is defined as having facilities that are clean, safe, and functional.

### **School Facility Repair Status:**

The State of California Office of Public School Construction (OPSC) developed the Facility Inspection Tool (FIT) which provides an overall summary of the conditions at each school on a scale of "Exemplary," "Good," "Fair," or "Poor." At the beginning of each school year the district maintenance staff completes the Facility Inspection Tool (FIT). ***The FIT Overall Rating for Hamilton Elementary School determined an average of 99.65% and a School Rating of "Exemplary."***

### **School Facility Conditions:**

**During the site review, the grounds and facilities were found to be in excellent condition and without exceptions.**

### **School Accountability Report Card (SARC):**

For the 2009-10 school year a worksheet was designed to assist the County Superintendents in determining the accuracy of the data reported on the school SARC's of Deciles 1-3 schools as required by Education Code section 1240(c)(2)(i)(iii). The worksheet provides the specific statutory requirements to be reported in the SARC, as well as data definitions from the standardized

### **Hamilton Elementary School (cont'd)**

SARC template adopted by the State Board of Education. The data definitions are designed to enable schools to furnish contextual or comparative information to assist the public in understanding the information in relation to the performance of other schools. (Ed Code § 33126.1(c) (2))

School districts are not required to use the standardized template, but must report data in a manner that is consistent with the data definitions. (Ed Code § 33126.1(j))

A priority of the review when visiting Williams schools is “the accuracy of data reported on the School Accountability Report Card with respect to the availability of sufficient textbooks and instructional materials as defined by Section 60119 and the safety, cleanliness, and adequacy of school facilities, including good repair as required by Sections 17002 (d), 17014, 17032.5, 17070.75, and 17089.”

Consequently, the objective is to review the SARC to see if the required elements are included and if the SARC accurately reflects the state of the school.

A review of the school’s SARC was compared to the required elements as adopted by the State Board of Education. It also compared the statements under School Facilities, School Facility Conditions, and Curriculum Development and Instructional Materials. *From the review, it was found the SARC had the required elements and accurately reflected the state of Hamilton Elementary School.*

#### **Teacher Assignment/Misassignment:**

Out of an enrollment of **456** students taken on September 6, 2018, **107** are English Learners, and the County Office credentials analyst has verified that all **19** teachers hold the appropriate EL authorization, with no vacancies or misassignments. *No exceptions were found.*

#### **Williams Uniform Complaint Procedure:**

In reference to the Uniform Complaint information, the quarterly complaint reports indicate that there have been no complaints filed with the Hanford Elementary School District since the introduction of the Williams Act.

#### **Review and Findings:**

Hanford Elementary School District’s review of Hamilton School found no exceptions related to instructional materials, teacher vacancies and misassignments, and the School Accountability Report Card.



## **Martin Luther King, Jr. School**

### **Review Areas and Findings:**

A review of the school includes many areas as prescribed by the law. County Office staff performed a site visit at Martin Luther King, Jr. School to review instructional materials, facilities, and the School Accountability Report Card on September 6, 2018. Additional areas of review include teacher assignments/misassignments, teacher vacancies, review and findings, and Uniform Complaint Procedures.

### **Instructional Materials:**

In the sampling of classroom instructional materials we surveyed 7 of the 26 total classrooms (*based upon the required visit to at least 25% of each K-8 grade level classrooms and 20% of all core subject taught in grades 9-12*). The amount of materials must meet the sufficiency requirement so that each pupil has instructional materials to use in class and to take home for required homework, if needed. ***It was found from the review and supplemental documentation that Martin Luther King, Jr. School has sufficient textbooks and materials available to support the school's instructional program.***

### **School Facilities:**

Under school facilities, the County Office is to ensure that there are no emergency conditions that threaten the students or staff, the SARC includes information on the maintenance of the facility, and the facility is in "good repair." Good repair is defined as having facilities that are clean, safe, and functional.

### **School Facility Repair Status:**

The State of California Office of Public School Construction (OPSC) developed the Facility Inspection Tool (FIT) which provides an overall summary of the conditions at each school on a scale of "Exemplary," "Good," "Fair," or "Poor." At the beginning of each school year the district maintenance staff completes the Facility Inspection Tool (FIT). ***The FIT Overall Rating for Martin Luther King, Jr. School determined an average of 100% and a School Rating of "Exemplary."***

### **School Facility Conditions:**

**During the site review, the grounds and facilities were found to be in excellent condition and without exceptions.**

### **School Accountability Report Card (SARC):**

For the 2009-10 school year a worksheet was designed to assist the County Superintendents in determining the accuracy of the data reported on the school SARC's of Deciles 1-3 schools as required by Education Code section 1240(c)(2)(i)(iii). The worksheet provides the specific statutory requirements to be reported in the SARC, as well as data definitions from the standardized

### **Martin Luther King, Jr. School (cont'd)**

SARC template adopted by the State Board of Education. The data definitions are designed to enable schools to furnish contextual or comparative information to assist the public in understanding the information in relation to the performance of other schools. (Ed Code § 33126.1(c) (2))

School districts are not required to use the standardized template, but must report data in a manner that is consistent with the data definitions. (Ed Code § 33126.1(j))

A priority of the review when visiting Williams schools is “the accuracy of data reported on the School Accountability Report Card with respect to the availability of sufficient textbooks and instructional materials as defined by Section 60119 and the safety, cleanliness, and adequacy of school facilities, including good repair as required by Sections 17002 (d), 17014, 17032.5, 17070.75, and 17089.”

Consequently, the objective is to review the SARC to see if the required elements are included and if the SARC accurately reflects the state of the school.

A review of the school’s SARC was compared to the required elements as adopted by the State Board of Education. It also compared the statements under School Facilities, School Facility Conditions, and Curriculum Development and Instructional Materials. ***From the review, it was found the SARC had the required elements and accurately reflected the state of Martin Luther King, Jr. School.***

#### **Teacher Assignment/Misassignment:**

Out of an enrollment of **587** students taken on September 6, 2018, **237** are English Learners and the County Office credentials analyst has verified that all **26** teachers hold the appropriate EL authorization, with no vacancies or misassignments. ***No exceptions were found.***

#### **Williams Uniform Complaint Procedure:**

In reference to the Uniform Complaint information, the quarterly complaint reports indicate that there have been no complaints filed with the Hanford Elementary School District since the introduction of the Williams Act.

#### **Review and Findings:**

Hanford Elementary School District’s review of Martin Luther King, Jr. School found no exceptions related to instructional materials, teacher vacancies and misassignments, and the School Accountability Report Card.

## **Lincoln Elementary School**

### **Review Areas and Findings:**

A review of the school includes many areas as prescribed by the law. County Office staff performed a site visit at Lincoln Elementary School to review instructional materials, facilities, and the School Accountability Report Card on August 3 and September 1, 2017. Additional areas of review include teacher assignments/misassignments, teacher vacancies, review and findings, and Uniform Complaint Procedures.

### **Instructional Materials:**

In the sampling of classroom instructional materials we surveyed 5 of the 19 total classrooms (based upon the required visit to at least 25% of each K-8 grade level classrooms and 20% of all core subject taught in grades 9 - 12). The amount of materials must meet the sufficiency requirement so that each pupil has instructional materials to use in class and to take home for required homework, if needed. ***It was found from the review and supplemental documentation that Lincoln Elementary School has sufficient textbooks and materials available to support the school's instructional program.***

### **School Facilities:**

Under school facilities, the County Office is to ensure that there are no emergency conditions that threaten the students or staff, the SARC includes information on the maintenance of the facility, and the facility is in "good repair." Good repair is defined as having facilities that are clean, safe, and functional.

### **School Facility Repair Status:**

The State of California Office of Public School Construction (OPSC) developed the Facility Inspection Tool (FIT) which provides an overall summary of the conditions at each school on a scale of "Exemplary," "Good," "Fair," or "Poor." At the beginning of each school year the district maintenance staff completes the Facility Inspection Tool (FIT). ***The FIT Overall Rating for Lincoln Elementary School was an average of 100% and a School Rating of "Exemplary."***

### **School Facility Conditions:**

**During the site review, the grounds and facilities were found to be in excellent condition and without exceptions.**

### **School Accountability Report Card (SARC):**

For the 2009-10 school year a worksheet was designed to assist the County Superintendents in determining the accuracy of the data reported on the school SARC's of Deciles 1-3 schools as required by Education Code section 1240(c)(2)(i)(iii). The worksheet provides the specific statutory requirements to be reported in the SARC, as well as data definitions from the standardized

### **Lincoln Elementary School (cont'd)**

SARC template adopted by the State Board of Education. The data definitions are designed to enable schools to furnish contextual or comparative information to assist the public in understanding the information in relation to the performance of other schools. (Ed Code § 33126.1(c) (2))

School districts are not required to use the standardized template, but must report data in a manner that is consistent with the data definitions. (Ed Code § 33126.1(j))

A priority of the review when visiting Williams schools is “the accuracy of data reported on the School Accountability Report Card with respect to the availability of sufficient textbooks and instructional materials as defined by Section 60119 and the safety, cleanliness, and adequacy of school facilities, including good repair as required by Sections 17002 (d), 17014, 17032.5, 17070.75, and 17089.”

Consequently, the objective is to review the SARC to see if the required elements are included and if the SARC accurately reflects the state of the school.

A review of the school’s SARC was compared to the required elements as adopted by the State Board of Education. It also compared the statements under School Facilities, School Facility Conditions, and Curriculum Development and Instructional Materials. ***From the review, it was found the SARC had the required elements and accurately reflected the state of Lincoln Elementary School.***

#### **Teacher Assignment/Misassignment:**

Out of an enrollment of **446** students taken on September 6, 2018, **171** are English Learners and the County Office credentials analyst has verified that all **19** teachers hold the appropriate EL authorization, with no vacancies or misassignments. ***No exceptions were found.***

#### **Williams Uniform Complaint Procedure:**

In reference to the Uniform Complaint information, the quarterly complaint reports indicate that there have been no complaints filed with the Hanford Elementary School District since the introduction of the Williams Act.

#### **Review and Findings:**

Hanford Elementary School District’s review of Lincoln School found no exceptions related to instructional materials, teacher vacancies and misassignments, and the School Accountability Report Card.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: 11/05/18

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/18

**ITEM:** Receive for information transitioning Jefferson from a Charter School to a Magnet Program.

**PURPOSE:** In August 2014, Jefferson School opened as a District dependent charter school. As the charter renewal date approaches, it is highly recommended that Jefferson be transitioned from a charter school to a magnet program. This is merely a change in terminology and will in no way impact the enrollment process or the educational program. The school will remain a K – 8 dual immersion program with a focus on science. By becoming a magnet program, Jefferson will be included in the Hanford Elementary School District Local Control Accountability Plan (LCAP) and district budget. The District will no longer be required to submit a LCAP and budget specifically for the school. Furthermore, moving the school to a magnet program also offers a minimal funding incentive as well as a much more efficient model for administrative oversight.

**FISCAL IMPACT:** Potentially an increase of \$450k

**RECOMMENDATIONS:** Consider for approval at the next public Board Meeting.

**HANFORD ELEMENTARY SCHOOL DISTRICT**  
**AGENDA REQUEST FORM**

TO: Joy Gabler

FROM: Doug Carlton

DATE: October 23, 2018

For: ☒ Board Meeting  
☐ Superintendent's Cabinet

For: ☒ Information  
☐ Action

Date you wish to have your item considered: November 14, 2018

**ITEM:** Receive for information a report from the District Parent Advisory Committee for the meeting held on April 24, 2018. (For PAC Meeting #4)

**PURPOSE:** The PAC advises the board on the educational programs and services included in the Local Control Accountability Plan.

**FISCAL IMPACT:** PAC is a requirement of the Local Control Funding Formula.



# Hanford Elementary School District

## Parent Advisory Committee Report to the Board

April 24, 2018

District Office Board Room 9:00 a.m.

714 N. White St

Hanford, CA 93230

**Purpose of the Meeting:** To provide stakeholders with the opportunity to provide input into the district's Local Control Accountability Plan.

The Parent Advisory Committee received information on the following topics:

- California Distinguished Schools and California Exemplary School District
- History Social Studies Textbook Adoption
- Draft of Year 2 (2018-2019 to 2019-2020) LCAP
- Bright Bytes Survey
- Remind 101 (software for two-way school/home communication)

The Parent Advisory Committee made the following recommendations:

- Continue to work hard and set high expectations for achievement as California Distinguished schools and as a California Exemplary District.
- Continue to provide students with current instructional materials
- Recommendation that the Board of Trustees approve the Local Control Accountability Plan
- Consider purchasing Remind 101

**HANFORD ELEMENTARY SCHOOL DISTRICT****AGENDA REQUEST FORM**

TO: Joy Gabler

FROM: Lucy Gomez

DATE: October 23, 2018

For: ☒ Board Meeting  
☐ Superintendent's Cabinet

For: ☒ Information  
☐ Action

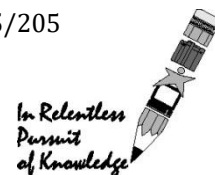
Date you wish to have your item considered: November 14, 2018

**ITEM:** Receive for information a report from the District English Learner Advisory Committee for the meeting held on May 30, 2018. (For DELAC Meeting #5)

**PURPOSE:** The DELAC advises the board on the educational programs and services for English Learners.

**FISCAL IMPACT:** PAC is a requirement of the Local Control Funding Formula and for Federal Title I, II, and III programs.





# Hanford Elementary School District

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## Hanford Elementary School District (HESD) District English Language Advisory Committee Meeting Report to the Board of Trustees

Date of Meeting: May 30, 2018  
Starting Time: 10:00 a.m.  
Location: District Office Board Room, 714 N. White Street

Purpose of Meeting: To advise the Governing Board on Administration of the annual Language Census Report; to review and comment on the written notifications required to be sent to parents and guardians; to advise the governing board on Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements; to advise the governing board on the establishment of district program, goals, and objectives for programs and services for English learners

The DELAC received information on the following topics:

- Local Control Accountability Plan
  - The DELAC received and reviewed a draft of the 17-18 to 19-20 Year 2 LCAP.
  - The DELAC reviewed the process for LCAP approval:
    - Public Hearing June 13, 2018
    - The Board of Trustees will vote on the budget and LCAP on June 27, 2018.
- Title I Evaluation
- Consolidated Application
- LCAP Federal Addendum

The DELAC made the following recommendations:

- The DELAC recommended that the Board approve the 17-18 to 19-20 Year 2 LCAP.
- The DELAC recommended that the Board approve the Consolidated Application.
- The DELAC recommended that the district continue to work on the LCAP Federal Addendum with input from the DELAC.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Receive for information monthly financial reports for the period of 07/01/2018-10/31/2018.

**PURPOSE:**

Attached are financial summaries for all of the District's funds for the period of 07/01/2018-10/31/2018.

**FISCAL IMPACT:**

The financial reports are informational only.

**RECOMMENDATIONS:**

Receive the monthly financial reports.

13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

Page 1 of 11

11/1/2018 8:20:50AM

Fund: 0100 General Fund

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$10,335,562.56	\$10,499,721.68		
<b>REVENUES</b>						
1) LCFF Sources	8010-8099	\$4,201,657.00	\$14,977,242.71	\$56,606,827.00	26.46	73.54
2) Federal Revenues	8100-8299	\$516,586.32	\$762,775.22	\$3,587,176.00	21.26	78.74
3) Other State Revenues	8300-8599	\$862,555.50	\$854,561.00	\$5,769,913.00	14.81	85.19
4) Other Local Revenues	8600-8799	\$342,709.34	\$535,020.62	\$2,633,593.00	20.32	79.68
<b>5) Total, Revenues</b>		<b>\$5,923,508.16</b>	<b>\$17,129,599.55</b>	<b>\$68,597,509.00</b>	<b>24.97</b>	<b>75.03</b>
<b>EXPENDITURES</b>						
1) Certificated Salaries	1000-1999	\$2,496,894.44	\$7,552,999.39	\$27,871,802.00	27.10	72.90
2) Classified Salaries	2000-2999	\$988,707.74	\$3,386,614.04	\$11,245,470.00	30.12	69.88
3) Employee Benefits	3000-3999	\$1,330,199.07	\$3,855,003.99	\$17,286,562.00	22.30	77.70
4) Books and Supplies	4000-4999	\$159,147.74	\$732,449.32	\$3,930,728.00	18.63	81.37
5) Services, Oth Oper Exp	5000-5999	\$242,377.28	\$1,630,963.81	\$3,704,587.80	44.03	55.97
6) Capital Outlay	6000-6999	(\$12,455.00)	\$104,537.94	\$1,399,512.00	7.47	92.53
7) Other Outgo(excl. 7300`s)	7100-7499	\$64,112.00	\$247,878.00	\$1,620,171.00	15.30	84.70
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	(\$347,000.00)	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$5,268,983.27</b>	<b>\$17,510,446.49</b>	<b>\$66,711,832.80</b>	<b>26.25</b>	<b>73.75</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$100,000.00	\$1,261,500.00	7.93	92.07
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>(\$100,000.00)</b>	<b>(\$1,261,500.00)</b>	<b>7.93</b>	<b>92.07</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$654,524.89</b>	<b>(\$480,846.94)</b>	<b>\$624,176.20</b>		
<b>ENDING FUND BALANCE</b>			<b>\$9,854,715.62</b>	<b>\$11,123,897.88</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

11/1/2018 8:20:50AM

Fund: 0900 Charter Schools Fund

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$433,160.97	\$306,429.49		
<b>REVENUES</b>						
1) LCFF Sources	8010-8099	\$327,263.00	\$1,040,801.00	\$4,164,872.00	24.99	75.01
3) Other State Revenues	8300-8599	\$0.00	\$12,713.70	\$320,167.00	3.97	96.03
4) Other Local Revenues	8600-8799	\$2,326.69	\$2,326.69	\$12,851.00	18.11	81.89
<b>5) Total, Revenues</b>		<b>\$329,589.69</b>	<b>\$1,055,841.39</b>	<b>\$4,497,890.00</b>	<b>23.47</b>	<b>76.53</b>
<b>EXPENDITURES</b>						
1) Certificated Salaries	1000-1999	\$157,474.99	\$468,144.97	\$1,733,598.00	27.00	73.00
2) Classified Salaries	2000-2999	\$0.00	\$0.00	\$0.00	0.00	100.00
3) Employee Benefits	3000-3999	\$59,890.59	\$149,841.94	\$770,244.00	19.45	80.55
4) Books and Supplies	4000-4999	\$24,673.08	\$37,927.51	\$80,413.00	47.17	52.83
5) Services, Oth Oper Exp	5000-5999	\$8,549.37	\$46,654.97	\$1,427,749.80	3.27	96.73
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$5,010.00	0.00	100.00
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	\$190,000.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$250,588.03</b>	<b>\$702,569.39</b>	<b>\$4,207,014.80</b>	<b>16.70</b>	<b>83.30</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$94,800.00	0.00	100.00
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$94,800.00)</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$79,001.66</b>	<b>\$353,272.00</b>	<b>\$196,075.20</b>		
<b>ENDING FUND BALANCE</b>			<b>\$786,432.97</b>	<b>\$502,504.69</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

11/1/2018 8:20:50AM

Fund: 1300 Cafeteria Fund

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,446,470.57	\$1,403,618.23		
<b>REVENUES</b>						
2) Federal Revenues	8100-8299	\$0.00	\$4,525.65	\$3,183,500.00	0.14	99.86
3) Other State Revenues	8300-8599	\$0.00	\$316.13	\$227,671.00	0.14	99.86
4) Other Local Revenues	8600-8799	\$15,277.70	\$25,803.05	\$144,872.00	17.81	82.19
<b>5) Total, Revenues</b>		<b>\$15,277.70</b>	<b>\$30,644.83</b>	<b>\$3,556,043.00</b>	<b>0.86</b>	<b>99.14</b>
<b>EXPENDITURES</b>						
2) Classified Salaries	2000-2999	\$96,127.31	\$330,120.86	\$1,131,460.00	29.18	70.82
3) Employee Benefits	3000-3999	\$36,839.73	\$109,820.95	\$423,458.00	25.93	74.07
4) Books and Supplies	4000-4999	\$184,811.28	\$431,653.59	\$1,798,154.00	24.01	75.99
5) Services, Oth Oper Exp	5000-5999	\$935.96	\$1,556.67	(\$14,376.00)	(10.83)	110.83
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$156,000.00	0.00	100.00
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	\$157,000.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$318,714.28</b>	<b>\$873,152.07</b>	<b>\$3,651,696.00</b>	<b>23.91</b>	<b>76.09</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$303,436.58)</b>	<b>(\$842,507.24)</b>	<b>(\$95,653.00)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$603,963.33</b>	<b>\$1,307,965.23</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

11/1/2018 8:20:50AM

Fund: 1400 Deferred Maintenance Fund

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$3,296.98	\$2,810.06		
<b>REVENUES</b>						
1) LCFF Sources	8010-8099	\$0.00	\$300,000.00	\$300,000.00	100.00	0.00
4) Other Local Revenues	8600-8799	\$536.46	\$536.46	\$2,000.00	26.82	73.18
<b>5) Total, Revenues</b>		<b>\$536.46</b>	<b>\$300,536.46</b>	<b>\$302,000.00</b>	<b>99.52</b>	<b>0.48</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$0.00	\$0.00	0.00	100.00
6) Capital Outlay	6000-6999	\$16,711.07	\$128,917.92	\$304,810.06	42.29	57.71
<b>9) Total Expenditures</b>		<b>\$16,711.07</b>	<b>\$128,917.92</b>	<b>\$304,810.06</b>	<b>42.29</b>	<b>57.71</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$16,174.61)</b>	<b>\$171,618.54</b>	<b>(\$2,810.06)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$174,915.52</b>	<b>\$0.00</b>		

13 Hanford Elementary School District

Fiscal Year: 2019

Requested by dendo

**Fiscal Position Report**

October 2018

11/1/2018 8:20:50AM

Fund: 1500 Pupil Transportation Equip

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$148,916.49	\$148,907.97		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$836.97	\$836.97	\$725.00	115.44	(15.44)
<b>5) Total, Revenues</b>		<b>\$836.97</b>	<b>\$836.97</b>	<b>\$725.00</b>	<b>115.44</b>	<b>(15.44)</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$100,000.00	\$100,000.00	100.00	0.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$100,000.00</b>	<b>\$100,000.00</b>	<b>100.00</b>	<b>0.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$836.97</b>	<b>\$100,836.97</b>	<b>\$100,725.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$249,753.46</b>	<b>\$249,632.97</b>		

13 Hanford Elementary School District

Fiscal Year: 2019

Requested by dendo

**Fiscal Position Report**

October 2018

11/1/2018 8:20:50AM

Fund: 2000 SPECIAL RESERVE FUND FOR OTHER POSTE

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$3,446,033.37	\$3,445,412.96		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$14,265.83	\$14,265.83	\$45,000.00	31.70	68.30
<b>5) Total, Revenues</b>		<b>\$14,265.83</b>	<b>\$14,265.83</b>	<b>\$45,000.00</b>	<b>31.70</b>	<b>68.30</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$0.00	\$1,256,300.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,256,300.00</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$14,265.83</b>	<b>\$14,265.83</b>	<b>\$1,301,300.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$3,460,299.20</b>	<b>\$4,746,712.96</b>		



13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

11/1/2018 8:20:50AM

Fund: 2100 Building Fund-Local

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$2,792,280.19	\$2,798,878.55		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$11,475.73	\$11,475.73	\$49,187.61	23.33	76.67
<b>5) Total, Revenues</b>		<b>\$11,475.73</b>	<b>\$11,475.73</b>	<b>\$49,187.61</b>	<b>23.33</b>	<b>76.67</b>
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$225,784.43	\$470,625.00	\$2,328,408.00	20.21	79.79
<b>9) Total Expenditures</b>		<b>\$225,784.43</b>	<b>\$470,625.00</b>	<b>\$2,328,408.00</b>	<b>20.21</b>	<b>79.79</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$128,189.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$128,189.00)</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>						
		<b>(\$214,308.70)</b>	<b>(\$459,149.27)</b>	<b>(\$2,407,409.39)</b>		
<b>ENDING FUND BALANCE</b>						
			<b>\$2,333,130.92</b>	<b>\$391,469.16</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

11/1/2018 8:20:50AM

Fund: 2500 CapitalFacilities Fund

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$198,667.72	\$198,157.44		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$18,468.15	\$165,890.63	\$265,000.00	62.60	37.40
<b>5) Total, Revenues</b>		<b>\$18,468.15</b>	<b>\$165,890.63</b>	<b>\$265,000.00</b>	<b>62.60</b>	<b>37.40</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$141,861.00	\$165,000.00	85.98	14.02
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$141,861.00</b>	<b>\$165,000.00</b>	<b>85.98</b>	<b>14.02</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$0.00	0.00	100.00
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$18,468.15</b>	<b>\$24,029.63</b>	<b>\$100,000.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$222,697.35</b>	<b>\$298,157.44</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2019  
 Requested by dendo

## Fiscal Position Report

October 2018

11/1/2018 8:20:50AM

Fund: 3500 SCHOOL FACILITY PROGRAM

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$610,882.83	\$4,000.00		
<b>REVENUES</b>						
3) Other State Revenues	8300-8599	\$0.00	\$0.00	\$0.00	0.00	100.00
4) Other Local Revenues	8600-8799	\$2,303.15	\$2,303.15	\$0.00	0.00	100.00
<b>5) Total, Revenues</b>		<b>\$2,303.15</b>	<b>\$2,303.15</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$260,718.71	\$541,041.87	\$642,793.00	84.17	15.83
<b>9) Total Expenditures</b>		<b>\$260,718.71</b>	<b>\$541,041.87</b>	<b>\$642,793.00</b>	<b>84.17</b>	<b>15.83</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$689,500.00	\$689,500.00	\$638,793.00	107.94	(7.94)
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$689,500.00</b>	<b>\$689,500.00</b>	<b>\$638,793.00</b>	<b>107.94</b>	<b>(7.94)</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$431,084.44</b>	<b>\$150,761.28</b>	<b>(\$4,000.00)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$761,644.11</b>	<b>\$0.00</b>		

13 Hanford Elementary School District

Fiscal Year: 2019

Requested by dendo

**Fiscal Position Report**

October 2018

11/1/2018 8:20:50AM

Fund: 4000 Special Reserve - Capital Outlay

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$4,008,824.84	\$3,715,345.47		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$16,031.41	\$16,031.41	\$15,000.00	106.88	(6.88)
<b>5) Total, Revenues</b>		<b>\$16,031.41</b>	<b>\$16,031.41</b>	<b>\$15,000.00</b>	<b>106.88</b>	<b>(6.88)</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$416.25	\$0.00	0.00	100.00
6) Capital Outlay	6000-6999	(\$85,022.68)	\$0.00	\$0.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>(\$85,022.68)</b>	<b>\$416.25</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$0.00	\$0.00	0.00	100.00
B) Transfers Out	7610-7629	\$689,500.00	\$689,500.00	\$2,621,554.00	26.30	73.70
<b>4) Total, Other Financing Sources/Uses</b>		<b>(\$689,500.00)</b>	<b>(\$689,500.00)</b>	<b>(\$2,621,554.00)</b>	<b>26.30</b>	<b>73.70</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$588,445.91)</b>	<b>(\$673,884.84)</b>	<b>(\$2,606,554.00)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$3,334,940.00</b>	<b>\$1,108,791.47</b>		

13 Hanford Elementary School District

Fiscal Year: 2019

Requested by dendo

**Fiscal Position Report**

October 2018

11/1/2018 8:20:50AM

Fund: 6720 Self-Insurance/Other

		October Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$483,868.56	\$483,527.52		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$3,017.69	\$96,844.99	\$690,000.00	14.04	85.96
<b>5) Total, Revenues</b>		<b>\$3,017.69</b>	<b>\$96,844.99</b>	<b>\$690,000.00</b>	<b>14.04</b>	<b>85.96</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$33,171.83	\$219,642.78	\$656,500.00	33.46	66.54
<b>9) Total Expenditures</b>		<b>\$33,171.83</b>	<b>\$219,642.78</b>	<b>\$656,500.00</b>	<b>33.46</b>	<b>66.54</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$30,154.14)</b>	<b>(\$122,797.79)</b>	<b>\$33,500.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$361,070.77</b>	<b>\$517,027.52</b>		

# HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: October 18, 2018

For: ☒ Board Meeting  
☐ Superintendent's Cabinet

For: ☒ Information  
☐ Action

Date you wish to have your item considered: November 14, 2018

**ITEM:** Hear for Information: Revisions to BP/AR 6020 Parent Involvement

**PURPOSE:** Policy and regulation updated to reflect requirements for parent involvement in schools receiving federal Title I, Part A funding, as amended by Every Student Succeeds Act, including expanding activities to include engagement of family members. Policy also reflects parent involvement as a state priority that must be addressed in the district's LCAP.

This policy has been developed with, and agreed upon by, the district's stakeholder groups which are comprised of school and district officials along with parents and family members of participating children. The school site council at each school site, the District English Learner Advisory Committee, and the district Parent Advisory Committee have participated in the development of this policy. All are recommending its approval. This policy was also presented for review and input from parents of participating children at each school site's Annual Title I meeting. A copy of this policy was distributed to each family on the first day of school. This policy is posted on each school's and on the district's website.

**Fiscal Impact:**

A parent involvement policy is a requirement for receiving various state and federal funds.

**RECOMMENDATION:** Receive for Information

# Hanford ESD

## Board Policy

### Parent/~~Guardian~~ Involvement

BP 6020

#### Instruction

The Board of Trustees recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent/guardian~~parental~~ involvement in the education of their children contributes greatly to student achievement and a positive school environment. – The Superintendent or designee shall ~~consult~~work with ~~staff and~~ parents/guardians and family members in the development of~~to develop~~ meaningful opportunities at all grade levels for ~~the~~parents/guardians to be involved in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)

(cf. ~~0420.1 – School Based Program Coordination~~)

~~(cf. 0420.5 – School Based Decision Making~~

~~(cf. 0520.1 – High Priority Schools Grant Program)~~

~~(cf. 0520.2 – Title I Program Improvement Schools)~~

~~(cf. 1220 - Citizen Advisory Committees)~~

(cf. 1230 - School-Connected Organizations)

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.—

(cf. 5020 - Parent Rights and Responsibilities)

~~(cf. 5145.6 – Parental Notifications)~~

The district's local control and accountability plan shall include goals and strategies for parent/guardian involvement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. (Education Code 42238.02, 52060)

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent/guardian and family engagement ~~involvement~~ efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of ~~parent~~ involvement opportunities and on barriers that may inhibit ~~parent/guardian~~ participation.–

(cf. 0500 - Accountability)

## Title I Schools

~~The~~Each year the Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and identify specific objectives for meaningful of the district's parent/guardian and family engagement in involvement program for schools supported by that receive Title I funding. ~~He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)~~

~~(cf. 6171 - Title I Programs)~~

~~The~~ developing strategies that Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. ~~Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation, and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. (Education Code 11503; (20 USC 6318)~~

(cf. 6171 - Title I Programs)

\*\*\*Note: The following paragraph is for use by districts that receive more than \$500,000 in Title I, Part A funding. Pursuant to 20 USC 6318, the Governing Board must reserve at least one percent of the district's Title I funding to carry out parent/guardian and family engagement activities, provided that one percent of the allocation received by the district totals more than \$5,000. As amended by P.L. 114-95, 20 USC 6318 requires that at least 90 percent of the reserved funds must be distributed to eligible schools, with priority given to "high-need schools" as defined in 20 USC 6631.\*\*\*

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities. The Superintendent or designee shall involve~~consult with~~ parents/guardians and family members of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement involvement activities and shall ensure that priority is given to schools in high poverty areas in accordance with law. (20 USC 6318, 6631)

(cf. 3100 - Budget)

Expenditures of such funds shall be consistent with the activities specified in this policy and



shall include at least one of the following: (20 USC 6318)

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
4. Collaboration with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement~~involvement~~ policy in accordance with 20 USC 6318.

#### Legal Reference:

##### EDUCATION CODE

11500-11506 Programs to encourage parent involvement

48985 Notices in languages other than English

51101 Parent rights and responsibilities

52060-52077 Local control and accountability plan

54444.1-54444.2 Parent advisory councils, services to migrant children

56190-56194 Community advisory committee, special education

64001 Single plan for student achievement

##### LABOR CODE

230.8 Time off to visit child's school

CODE OF REGULATIONS, TITLE 5

18275 Child care and development programs, parent involvement and education

##### UNITED STATES CODE, TITLE 20

6311 State plan

~~6311 Parental notice of teacher qualifications and student achievement~~

6312 Local educational agency plan

6314 Schoolwide programs

~~6316 School improvement~~

6318 Parent and family engagement~~involvement~~

6631 Teacher and school leader incentive program, purposes and definitions

## CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

## Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION ~~CSBA~~-PUBLICATIONSTitle I School-Level Parental Involvement PolicyFamily Engagement Framework: A Tool for California School Districts, 2014~~Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006~~~~STATE BOARD OF EDUCATION POLICIES~~~~89-01 Parent Involvement in the Education of Their Children, rev. 1994~~U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~NON-REGULATORY GUIDANCE~~Parental Involvement: Title I, Part A, Non-Regulatory Guidance, April 23, 2004

## WEB SITES

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

California Department of Education, Family, School, Community Partnerships:

<http://www.cde.ca.gov/ls/pf>California Parent Center: <http://parent.sdsu.edu>California State PTA: <http://www.capta.org>National Coalition for Parent Involvement in Education: <http://www.ncpie.org>National PTA: <http://www.pta.org>~~No Child Left Behind: <http://www.ed.gov/nclb>~~Parent Information and Resource Centers: <http://www.pirc-info.net>Parents as Teachers National Center: <http://www.parentsasteachers.org>U.S. Department of Education: <http://www.ed.gov>

## Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: June 16, 1996 Hanford, California

revised: May 16, 2001

revised: February 21, 2007

revised: December 12, 2018

# Hanford ESD

## Administrative Regulation

### Parent/~~Guardian~~ Involvement

AR 6020

#### Instruction

#### District Strategies for Title I Schools

To ensure that parents/guardians and family members of students participating in Title I programs are provided with opportunities to be involved in their children's education, the ~~district Superintendent or designee~~ shall:

1. Involve parents/guardians and family members~~of participating students~~ in the joint development of a district~~the Title I local educational agency (LEA)~~ plan that meets the requirements of~~pursuant to~~ 20 USC 6312 and in the development~~process~~ of school support~~review~~ and improvement plans pursuant to 20 USC 6311~~6316~~ (20 USC 6318)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 6171 - Title I Programs)

The Superintendent or designee may:

- a. In accordance with Education Code 52063, establish~~Establish~~ a district-level parent advisory committee and, as applicable, an English learner parent advisory committee ~~including parent/guardian representatives from each school site~~ to review and comment on the ~~LEA~~ plan in accordance with the review schedule established by the Governing Board~~of Trustees~~

- b. Invite input on the ~~LEA~~ plan from other district committees such as the District Migrant Advisory Committee, the District English Learner Advisory Committee, and school site councils

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

- c. Communicate with parents/guardians through the district newsletter, ~~school newsletters,~~ web site, or other methods regarding the ~~LEA~~ plan and the opportunity to provide input

- d. Provide copies of working drafts of the plan to parents/guardians in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand

- e. Ensure that

- d. ~~Ensure that~~ there is an opportunity at a public Board meeting for public comment on the

~~LEA~~ plan prior to the Board's approval of the plan or revisions to the plan

~~fe.~~ Ensure that school-level policies on parent/guardian and family engagement~~involvement~~ address the role of school site councils and other parents/guardians as appropriate in the development and review of school plans

2. Provide coordination, technical assistance, and other support necessary to assist and build the capacity of Title I schools in planning and implementing effective parent/guardian and family engagement~~involvement~~ activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations or individuals with expertise in effectively engaging parents/guardians and family members in education– (20 USC 6318)

~~The Superintendent or designee may:~~

~~a. Assign person(s) in the district office to serve as a liaison to the schools regarding Title I parent involvement issues~~

~~b. Provide training for the principal or designee of each participating school regarding Title I requirements for parent involvement, leadership strategies, and communication skills to assist him/her in facilitating the planning and implementation of parent involvement activities~~

~~c. Provide information annually to schools about the indicators and assessment tools that will be used to monitor progress~~

~~3. Build the capacity of schools and parents/guardians for strong parent involvement (20 USC 6318)~~

~~(cf. 1700 - Relations Between Private Industry and the Schools)~~

The Superintendent or designee shall: (20 USC 6318)

a. Assist parents/guardians in understanding such topics as the challenging state~~state's~~ academic content standards and academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests~~Standardized Testing and Reporting Program~~)

~~(cf. 6162.52 - High School Exit Examination)~~

b. Provide parents/guardians with materials and training, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to ~~to help them~~ parents/guardians work with their children to improve their children's achievement, ~~such as~~

~~literacy training and using technology, as appropriate, to foster parent involvement~~

c. ~~With the assistance of parents/guardians, educate~~ Educate teachers, specialized instructional support ~~student services~~ personnel, principals and other school leaders, and other staff, ~~with the assistance of parents/guardians~~, in the value and utility of parent/guardian contributions and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the schools

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

d. To the extent feasible and appropriate, coordinate and integrate parent/guardian involvement programs and activities with other federal, state, and local programs, including public preschool programs, preschools and conduct other activities, such as parent resource centers, that encourage and support parents/guardians in ~~more~~ fully participating in their children's education

e. Ensure that information related to school and parent/guardian programs, meetings, and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand

f. Provide other such reasonable support for parent/guardian involvement activities as parents/guardians may request

g. Inform parents/guardians and parent organizations of the existence and purpose of parent information and resource centers in the state that provide training, information, and support to parents/guardians of participating students

In addition, the Superintendent or designee may:

a. Involve parents/guardians in the development of training for teachers, principals, and other educators to improve the effectiveness of such training

b. Provide necessary literacy training, using Title I funds if the district has exhausted all other reasonably available sources of funding for such training

ca. Pay reasonable and necessary expenses associated with parent/guardian involvement activities, including transportation and child care costs, to enable parents/guardians to participate in school-related meetings and training sessions

d. Train parents/guardians to enhance the involvement of other parents/guardians

eb. Arrange school meetings at a variety of times or, when parents/guardians are unable to

attend such conferences, conduct in-home conferences between parents/guardians and teachers or other educators who work directly with participating students, in order to maximize parent/guardian involvement and participation–

f. Adopt and implement model approaches to improving parent/guardian involvement

g. Establish a districtwide parent advisory council to provide advice on all matters related to parent/guardian involvement in Title I programs

h. Develop appropriate roles for community-based organizations and businesses in parent/guardian involvement activities

i. Make referrals to community agencies and organizations that offer literacy training, parent/guardian education programs, and/or other services that help to improve the conditions of parents/guardians and families–

(cf. 1020 - Youth Services)

j. Provide a master calendar of district activities and district meetings

k. Provide information about opportunities for parent/guardian and family engagement–involvement through the district newsletter, web site, or other written or electronic means

l. Engage parent-teacher organizations to actively seek out and involve parents/guardians through regular communication updates and information sessions

(cf. 1230 - School-Connected Organizations)

m. To the extent practicable, provide translation services at school sites and at meetings involving parents/guardians and family members as needed

n. Provide training and information to members of district and school site councils and advisory committees to help them fulfill their functions

o. Provide ongoing district-level workshops to assist school site staff, parents/guardians, and family members in planning and implementing improvement strategies, and seek their input in developing the workshops

p. Provide training for the principal or designee of each participating school regarding Title I requirements for parent/guardian and family engagement, leadership strategies, and communication skills to assist him/her in facilitating the planning and implementation of related activities

q. Regularly evaluate the effectiveness of staff development activities related to parent/guardian and family engagement

ri. Include expectations for parent/guardian outreach and involvement in staff job descriptions and evaluations

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

s. Assign district personnel to serve as a liaison to the schools regarding Title I parent/guardian and family engagement issues

t. Provide information to schools about the indicators and assessment tools that will be used to monitor progress

3. To the extent feasible and appropriate, coordinate~~4. Coordinate~~ and integrate Title I parent/guardian and family engagement~~involvement~~ strategies with parent/guardian and family engagement strategies of other relevant federal, state, and local~~public preschool~~ programs and ensure consistency with federal, state, and local laws (20 USC 6318)

~~(cf. 6300 - Preschool/Early Childhood Education)~~

The Superintendent or designee may:

a. Identify overlapping or similar program requirements–

(cf. 0430 - Comprehensive Local Plan for Special Education)

(cf. 2230 - Representative and Deliberative Groups)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

(cf. 5030 - Student Wellness)

(cf. 5148 - Child Care and Development)

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6174 - Education for English Learners)

(cf. 6175 - Migrant Education Program)

(cf. 6178 - Career Technical Education)

b. Involve district and school site representatives from other programs to assist in identifying specific population needs

c. Schedule joint meetings with representatives from related programs and share data and information across programs

d. Develop a cohesive, coordinated plan focused on student needs and shared goals

45. Conduct, with meaningful involvement of parents/guardians and family members, an annual evaluation of the content and effectiveness of the parent/guardian and family engagement~~involvement~~ policy in improving the academic quality of the schools served by Title I, including identification of: (20 USC 6318)

~~The Superintendent or designee shall:—~~

a. ~~Barriers~~~~Ensure that the evaluation include the identification of barriers to greater~~ participation in parent/guardian and family engagement involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background ~~(20 USC 6318)~~

b. ~~\_\_\_\_\_~~

b. The needs of parents/guardians and family members, so they can better assist with their children's learning and engage with school personnel and teachers

c. Strategies to support successful school and family interactions

(cf. 0500 - Accountability)

~~The Superintendent or designee shall~~~~Use the evaluation results to design strategies for more effective parent involvement and, if necessary, to recommend changes in the parent involvement policy (20 USC 6318)~~

e. ~~\_\_\_\_\_~~~~Assess the district's progress in meeting annual objectives for the parent involvement program;~~ notify parents/guardians of this review and assessment through regular school communications mechanisms; and shall provide a copy of the assessment to parents/guardians upon their request. (Education Code 11503)

The Superintendent or designee may:

a. Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents/guardians and staff with the quality and frequency of district communications—

b. Gather and monitor data regarding the number of parents/guardians and family members participating in district activities and the types of activities in which they are engaged

c. Recommend to the Board measures to evaluate the impact of the district's parent/guardian and family engagement involvement efforts on student achievement

5. Use the findings of the evaluation conducted pursuant to item #4 above to design evidence-based strategies for more effective parent/guardian and family involvement and, if necessary, to revise the parent/guardian and family engagement policy (20 USC 6318)

6. Involve parents/guardians in the activities of schools served by Title I, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents/guardians or family members served by the district to adequately represent the needs of the population served by the district for the purposes of developing, revising, and reviewing



the parent/guardian and family engagement policy (20 USC 6318)

The Superintendent or designee may:

- a. Include information about school activities in district communications to parents/guardians and family members
- b. To the extent practicable, assist schools with translation services or other accommodations needed to encourage participation of parents/guardians and family members ~~with special needs~~
- c. Establish processes to encourage parent/guardian input regarding their expectations and concerns for their children

The district's Board policy and administrative regulation containing parent/guardian and family engagement ~~involvement~~ strategies shall be incorporated into the district's local control and accountability ~~LEA~~ plan in accordance with 20 USC 6312 and shall be ~~and~~ distributed to parents/guardians of students participating in Title I programs. (20 USC 6318)

(cf. 5145.6 - Parental Notifications)

#### School-Level Policies for Title I Schools

At each school receiving Title I funds, a written policy on parent/guardian and family engagement ~~involvement~~ shall be developed jointly with the ~~and agreed upon by~~ parents/guardians and family members of participating students. Such policy shall describe the means by which the school will: (20 USC 6318)-

- 1.- Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved-
- 2.- Offer a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, child care, and/or home visits may be provided as such services relate to parent/guardian involvement
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent/guardian and family engagement ~~involvement~~ policy and, if applicable, the joint development of the plan for schoolwide programs pursuant to 20 USC 6314

The school may use an existing process for involving parents/guardians in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.-

4.- Provide the parents/guardians of participating students all of the following:-

a.- Timely information about Title I programs-

b.- A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards~~proficiency levels students are expected to meet~~

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5123 - Promotion/Acceleration/Retention)

c.- If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and, as soon as practicably possible, responses to the suggestions of parents/guardians-

5.- If the schoolwide program plan is not satisfactory to the parents/guardians of participating students, submit any parent/guardian comments when the school makes the plan available to the district

6.- Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

~~(cf. 0520.1 - High Priority Schools Grant Program)~~

This compact shall address:-

a.- The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's challenging~~student~~ academic achievement standards

b.- Ways in which parents/guardians will be responsible for supporting their children's learning, ~~such as monitoring attendance, homework completion, and television viewing;~~ volunteering in the classroom; and participating, as appropriate, in decisions related to their children's education and the positive use of extracurricular time-

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5113 - Absences and Excuses)

(cf. 6145 - Extracurricular/Cocurricular Activities)

(cf. 6154 - Homework/Makeup Work)

c. The importance of communication between teachers and parents/guardians on an ongoing basis through, at a minimum:

(1) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the student's achievement

(2) Frequent reports to parents/guardians on their children's progress

(3) Reasonable access to staff, opportunities to volunteer and participate in their child's classroom, and observation of classroom activities--

(4) Regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand

7. Build the capacity of the school and parents/guardians for strong parent involvement by implementing the required activities described in item #2~~items #3a-f~~ in the section "District Strategies for Title I Schools" above

8. To the extent practicable, provide ~~full~~ opportunities for the informed participation of parents/guardians and family members (including parents/guardians and family members with limited English proficiency, parents/guardians and family members with disabilities, and parents/guardians and family members of migrant children),~~;~~ including providing information and school reports required under 20 USC 6311(h) in a format and language such parents/guardians can understand

If the school has a parent involvement policy that applies to all parents/guardians, it may amend that policy to meet the above requirements. (20 USC 6318)

Each school's parent/~~guardian and family engagement-involvement~~ policy shall be made available to the local community. ~~Parents-and distributed to parents/~~guardians shall be notified of ~~the policy~~~~participating students~~ in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

Each school receiving Title I funds shall annually evaluate the effectiveness of its parent/~~guardian and family engagement-involvement~~ policy. Such evaluation may be conducted during the process of reviewing the school's single plan for student achievement in accordance with Education Code 64001.

The ~~principal or designee, jointly with parents/guardians of participating students, shall- periodically update the~~ school's policy shall be periodically updated to meet the changing needs of parents/guardians and the school. (20 USC 6318)

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT  
approved: February 21, 2007 Hanford, California  
revised: December 12, 2018

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Receive the following revised Board Policy for information:  
BP 3100 – Budget

**PURPOSE:**

Policy updated to reflect **NEW LAW (SB 751)** which provides that, if the amount of monies in the state Public School System Stabilization Account is three percent or more of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district's combined assigned or unassigned ending general fund balance must not exceed 10 percent of those funds in the immediately following fiscal year, unless the district is a basic aid district, is a district with average daily attendance of 2,500 or less, or is exempted by the county superintendent of schools under extraordinary fiscal circumstances.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Consider adoption of the following revised Board Policy at the next board meeting:  
BP 3100 – Budget

# Hanford ESD

## Board Policy

### Budget

BP 3100

#### Business and Noninstructional Operations

The Board of Trustees recognizes its critical responsibility for adopting a sound budget ~~for~~ each fiscal year which is aligned with the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The district budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3300 - Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

#### Budget Development and Adoption Process

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

The Board shall adopt the district budget on or before July 1 of each year. (Education Code 42127)

At a public meeting ~~scheduled~~~~held~~ on a date after the public hearing on the budget, the Board shall ~~adopt the budget~~ following its adoption of the LCAP or an annual update to the LCAP. ~~adopt at the budget same meeting.~~ The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127, 52062)

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted district budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

(cf. 1340 - Access to District Records)

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before ~~October~~~~September~~ 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

#### Budget Advisory Committee

OPTION 1: The Superintendent or designee may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall submit recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board.

(cf. 1220 - Citizen Advisory Committees)  
 (cf. 2230 - Representative and Deliberative Groups)  
 (cf. 3350 - Travel Expenses)  
 (cf. 9130 - Board Committees)  
 (cf. 9140 - Board Representatives)

#### Budget Criteria and Standards

The Superintendent or designee shall develop a district budget in accordance with state criteria

and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

(cf. 3553 - Free and Reduced Price Meals)  
 (cf. 6173.1 - Education for Foster Youth)  
 (cf. 6174 - Education for English ~~Language~~ Learners)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 - Administrative Discretion Regarding Board Policy)  
 (cf. 3110 - Transfer of Funds)

## Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30),

although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. Assigned fund balance includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the district against unforeseen circumstances.

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

### Reserve Balance

The district budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.

In any year that the district is notified by the Superintendent of Public Instruction that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds. (Education Code 41202, 42127.01)

### Long-Term Financial Obligations

The district's current-year budget and multiyear projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 - Collective Bargaining Agreement)



(cf. 4154/4254/4354 - Health and Welfare Benefits)  
 (cf. 7210 - Facilities Financing)  
 (cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

#### Budget Amendments

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

## Legal Reference:

## EDUCATION CODE

1240 Duties of county superintendent of schools

33127-33131 Standards and criteria for local budgets and expenditures

41202 Determination of minimum level of education funding

42103 Public hearing on proposed budget; requirements for content of proposed budget

42122-42129 Budget requirements

42130-42134 Financial certifications

42140-42141 Disclosure of fiscal obligations

42238-42251 Apportionments to districts, especially:

42238.01-42238.07 Local control funding formula

42602 Use of unbudgeted funds

42610 Appropriation of excess funds and limitation thereon

45253 Annual budget of personnel commission

45254 First year budget of personnel commission

52060-52077 Local control and accountability plan

## GOVERNMENT CODE

7900-7914 Appropriations limit

## CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure

15440-15451 Criteria and standards for school district budgets

15494-15496 Local control funding formula, expenditures

## Management Resources:

## CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

## FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

## GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

## GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

~~Statement 75, Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009~~~~Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015~~~~2004~~~~Statement 34, Basic Financial Statements and Management's Discussion and Analysis—For State and Local Governments, June 1999~~Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

## WEB SITES

CSBA: <http://www.csba.org>Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>  
California Department of Finance: <http://www.dof.ca.gov>  
Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>  
Government Finance Officers Association: <http://www.gfoa.org>  
Governmental Accounting Standards Board: <http://www.gasb.org>  
School Services of California, Inc.: <http://www.sscal.com>

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: May 16, 2001 Hanford, California

revised: June 15, 2011

revised: September 10, 2014

revised: November 18, 2015

revised:

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Receive the following revised Board Policy for information:  
 BP 3280 – Sale or Lease of District-Owned Real Property

**PURPOSE:**

Policy updated to delete the requirement to first offer surplus property to a charter school with at least 80 students. Material regarding the appointment of the district advisory committee expanded to specify the circumstances under which the district is not required to appoint a committee, including the exception for the sale, lease, or rental of excess property to be used for teacher or other employee housing pursuant to **NEW LAW (AB 1157, 2017)**. Policy expands section on "Use of Proceeds" to reflect additional legal requirements, and deletes the authority (repealed) to use the proceeds from the sale of surplus property for any one-time general fund purpose provided that the district adopted a plan and made certain certifications to the State Allocation Board.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Consider adoption of the following revised Board Policy at the next board meeting:  
 BP 3280 – Sale or Lease of District-Owned Real Property

# Hanford ESD

## Board Policy

### Sale ~~Or~~, Lease, ~~Rental~~ Of District-Owned Real Property

BP 3280

#### Business and Noninstructional Operations

The Board of Trustees believes that ~~the district should utilize its~~ facilities and resources should be utilized in ~~an~~~~the most~~ economical and practical manner. – The Superintendent or designee shall periodically study the current and projected use of all district facilities to ensure the efficient utilization of space for the effective delivery of instruction.

(cf. 1330 - Use of School Facilities)

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

(cf. 7160 - Charter School Facilities)

~~The Prior to the sale or lease of any surplus real property, the~~ Board shall appoint a district advisory committee prior to the sale or lease of any surplus real property to advise the Board regarding the use or disposition of schools or school building space which is not needed for school purposes. Rentals of surplus property not exceeding 30 days are exempted from this requirement. When the sale, lease, or rental of surplus property is for the purpose of teacher or other employee housing or for the offering of summer school by a private educational institution, the Board may elect not to appoint a district advisory committee. (Education Code 17387-17391 (Education Code 17388-17389))

(cf. 1220 - Citizen Advisory Committees)

~~If the local planning agency has adopted a general plan Upon determination that affects or includes the area where the surplus district property is located no longer needed, or may not be needed until some future time,~~ the Board shall ~~first~~ submit a report to the local planning agency describing the location of the surplus property and the purpose and extent of the proposed sale or lease of the property the district intends to offer for sale or lease. (Government Code 65402)

~~The Board shall determine whether the~~ Not less than 40 days after issuance of the report to the local planning agency, and prior to entering into any agreement for sale or lease of the surplus property is subject to review under the California Environmental Quality Act. (Public Resources Code 21000-21177; 14 CCR 15061-15062)

~~When selling district real property, the Board shall offer to sell or leasing lease district-owned real property, the Board shall comply in accordance~~ with the priorities and procedures specified in applicable law. (Education Code 17230, 17387-17391, 17457.5, 17464, 17485-17499-17500; Government Code 54222, 65402)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)  
 (cf. 5148.3 - Preschool/Early Childhood Education)

In addition, when selling real property purchased, constructed, or modernized with funds received within the past 10 years from a state school facilities funding program, the Board shall consider whether any of the proceeds from the sale will need to be returned to the State Allocation Board (SAB) pursuant to Education Code 17462.3.

#### Resolution of Intention to Sell or Lease

Before ordering the sale or lease of any real property, the Board shall adopt a resolution by a two-thirds vote of all of its members at a regularly scheduled open meeting. ~~The resolution shall describe the property proposed to be sold or leased in such a manner as to identify it, specify the minimum price or rent, describe the terms upon which it will be sold or leased, and specify the commission or rate, if any, which the Board will pay to a licensed real estate broker out of the minimum price or rent. The resolution shall fix a time, not less than three weeks thereafter, for a public meeting, held at the Board's regular meeting place, at which sealed proposals to purchase or lease will be received and considered.~~ (Education Code 17466)

(cf. 9320 - Meetings and Notices)  
 (cf. 9323.2 - Actions by the Board)

The Superintendent or designee shall provide notice of the adoption of the resolution and of the time and place of the meeting that will be held to consider bids by posting copies of the resolution, signed by the Board, in three public places not less than 15 days before the date of the meeting. In addition, the notice shall be published at least once a week for three successive weeks before the meeting, in a newspaper of general circulation published in the county in which the district is located, if such a newspaper exists. ~~-(Education Code 17469)~~

In accordance with Education Code 17470, the Superintendent or designee shall take reasonable steps to provide notification to the former owners of the property of the district's intent to sell it.

#### Acceptance/Rejection of Bids

At the public meeting specified in the resolution of intention to sell or lease property, the Board shall open, examine, and declare all sealed bids. Before accepting a written proposal, the Board shall call for oral bids in accordance with law. (Education Code 17472, 17473)

The Board may reject any and all bids, either written or oral, and withdraw the properties from sale when the Board determines that rejection is in the best public interest. If no proposals are submitted or the submitted proposals do not conform to all the terms and conditions specified in the resolution of intention to lease, the Board may lease the property in accordance with Education Code 17477. ~~-(Education Code 17476, 17477)~~

Of the proposals submitted by responsible bidders which conform to all terms and conditions specified in the resolution of intention to sell or lease, the Board shall finally accept the highest

bid after deducting the commission, if any, to be paid to a licensed real estate broker, unless the Board accepts a higher oral bid or rejects all bids. (Education Code 17472)

The final acceptance of the bid may be made either at the same meeting specified in the resolution or at any adjourned/continued meeting held within 10 days. Upon acceptance of the bid, the Board may adopt a resolution of acceptance that directs the Board president, or any other Board member, to execute the deed or lease and to deliver the document upon performance and compliance by the successful bidder of all of the terms and conditions of the contract. (Education Code 17475-17478)

(cf. 1431 - Waivers)

#### Use of Proceeds

The Superintendent or designee shall ensure that the proceeds from the sale, or lease with an option to purchase, of surplus district ~~surplus~~ property are used for one-time expenditures and not for ongoing expenditures such as salaries and general operating expenses, in accordance with law. (Education Code 17462)

Proceeds from a sale of surplus district property shall be used for capital outlay or maintenance costs that the Board determines will not recur within a five-year period. (Education Code 17462)

Proceeds from a lease of district property with an option to purchase may be deposited into a restricted fund for the routine repair of district facilities, as defined by the SAB, for up to a five-year period. (Education Code 17462)

If the Board and SAB determine that the district has no anticipated need for additional sites or building construction for the next 10 years and no major deferred maintenance requirements, the proceeds from the sale or lease with an option to purchase may be deposited in a special reserve fund for the future maintenance and renovation of school sites or in the district's general fund. Proceeds from the sale or lease with option to purchase of district property may also be deposited in a special reserve fund for capital outlay or maintenance costs of district property that the Board determines will not recur within a five-year period. (Education Code 17462; 2 CCR 1700)

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

~~Pursuant to the authorization in Education Code 17463.7, the district may expend proceeds from the sale of surplus real property, along with the proceeds from any personal property located on that real property, for any one-time general fund purpose(s). Before the district exercises this authority: (Education Code 17463.7)~~

~~1. The Board shall submit documents to the SAB certifying that:~~

a. ~~—The district has no major deferred maintenance requirements not covered by existing capital outlay resources.~~

b. ~~—The sale of real property pursuant to Education Code 17463.7 does not violate the provisions of a local bond act.~~

~~(cf. 7214—General Obligation Bonds)~~

c. ~~—The real property is not suitable to meet projected school construction needs for the next 10 years.~~

2. ~~—The Superintendent or designee shall present to the Board, at a regularly scheduled meeting, a plan for expending these one-time resources. The plan shall identify the source and use of the funds and shall describe the reasons that the expenditure shall not result in ongoing fiscal obligations for the district.~~

#### Legal Reference:

##### EDUCATION CODE

17219-17224 Acquisition of property not utilized as school site; nonuse payments; exemptions

17230-17234 Surplus property

17385 Conveyances to and from school districts

17387-17391 Advisory committees for use of excess school facilities

17400-17429 Leasing property

17430-17447 Leasing facilities

17453 Lease of surplus district property

17455-17484 Sale or lease of real property, especially:

~~17457.5 Offer to charter school~~

17462.3 State Allocation Board program to reclaim funds

~~17463.7 Proceeds for general fund purposes~~

17485-17500 Surplus school playground (Naylor Act)

17515-17526 Joint occupancy

17527-17535 Joint use of district facilities

33050 ~~Request for waiver~~

38130-38139 Civic Center Act

##### GOVERNMENT CODE

50001-50002 Definitions

54220-54232 Surplus land, especially:

54222 Offer to sell or lease property

54950-54963 Brown Act, especially:

54952 Legislative body, definition

##### PUBLIC RESOURCES CODE

21000-21177 California Environmental Quality Act

##### CODE OF REGULATIONS, TITLE 2

1700 Definitions related to surplus property



## COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District, (2006) 139 Cal.App.~~4~~th 1356

## Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Closing a School Best Practices Guide

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

Unused Site Program Handbook, ~~December 2015~~~~May 2008~~

## WEB SITES

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

California Department of Education, School Facilities Planning Division:

<http://www.cde.ca.gov/ls/fa>

Coalition for Adequate School Housing: <http://www.cashnet.org>

Office of Public School Construction: <http://www.dgs.ca.gov/opsc>

## Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: May 16, 2001      Hanford, California

revised: October 14, 2015

~~revised:~~

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Receive the following Board Policy for information:

BP 3513.4 – Drug and Alcohol Free Schools

**PURPOSE:**

New policy prohibits the possession, use, or sale of drugs or alcohol by any person on district property and addresses enforcement and discipline for violations of this policy. Policy also reflects **NEW LAW (Proposition 64, 2016)** which prohibits any person from possessing, smoking, or ingesting cannabis on school grounds while children are present.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Consider adoption of the following Board Policy at the next board meeting:

BP 3513.4 – Drug and Alcohol Free Schools

# Hanford ESD

## Board Policy

### Drug And Alcohol Free Schools

BP 3513.4

#### Business and Noninstructional Operations

The Governing Board recognizes the need to keep district schools free of drugs and alcohol in order to create a safe and healthy environment conducive to learning and promote student health and well-being. The Board prohibits the possession, use, or sale of drugs and alcohol at any time in district-owned or leased buildings, on district property, and in district vehicles, unless otherwise permitted by law.

(cf. 1325 - Advertising and Promotion)  
 (cf. 3513.3 - Tobacco-Free Schools)  
 (cf. 4020 - Drug and Alcohol-Free Workplace)  
 (cf. 4159/4259/4359 - Employee Assistance Programs)  
 (cf. 5030 - Student Wellness)  
 (cf. 5131.6 - Alcohol and Other Drugs)  
 (cf. 5131.62 - Tobacco)  
 (cf. 6142.8 - Comprehensive Health Education)

The following substances are prohibited on all district property:

1. Any substance which may not lawfully be possessed, used, or sold in California
2. Cannabis or cannabis products (Health and Safety Code 11362.3; 21 USC 812, 844)
3. Alcoholic beverages, unless approved by the Superintendent or designee for limited purposes specified in Business and Professions Code 25608

(cf. 1330 - Use of School Facilities)  
 (cf. 1330.1 - Joint Use Agreements)

Prescription medication, except for prescribed cannabis, may be administered at school in accordance with law, district policy and regulations, and written statements by the parent/guardian and the student's authorized health care provider as applicable.

(cf. 5141.21 - Administering Medications and Monitoring Health Conditions)

Information about the district's drug- and alcohol-free schools policy and the consequences for violations shall be communicated clearly to employees, parents/guardians, students, and the community.

## Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate the possession, use, or sale of alcohol and other drugs and related paraphernalia in district facilities, on district property, in district vehicles, or at school-sponsored activities. As appropriate, he/she may direct anyone violating this policy to leave school property and/or refer the matter to law enforcement.

(cf. 1250 - Visitors/Outsiders)

(cf. 3515.2 - Disruptions)

(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

(cf. 5145.12 - Search and Seizure)

Students and employees who violate the terms of this policy may be subject to discipline and/or referred to assistance programs in accordance with law and Board policy.

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

(cf. 4117.7/4217.7/4317.7 - Employment Status Reports)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5131 - Conduct)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

## Legal Reference:

### EDUCATION CODE

44940 Compulsory leave of absence for certificated persons

44940.5 Procedures when employees are placed on compulsory leave of absence

45123 Employment after conviction of controlled substance offense

45304 Compulsory leave of absence for classified persons

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

48901.5 Prohibition of electronic signaling devices

48902 Notification of law enforcement authorities; civil or criminal immunity

48909 Narcotics or other hallucinogenic drugs

48915 Expulsion; particular circumstances

### BUSINESS AND PROFESSIONS CODE

25608 Alcohol on school property; use in connection with instruction

### GOVERNMENT CODE

8350-8357 Drug-free workplace

HEALTH AND SAFETY CODE

11053-11058 Standards and schedules

11353.6 Juvenile Drug Trafficking and Schoolyard Act

11362.1 Possession and use of cannabis, persons age 21 and over

11362.3 Limitations on possession and use of cannabis

11362.79 Limitations on medical use of cannabis

104559 Tobacco use prohibition

PENAL CODE

13860-13864 Suppression of drug abuse in schools

VEHICLE CODE

13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over;

UNITED STATES CODE, TITLE 20

7101-7122 Student Support and Academic Enrichment Grants

UNITED STATES CODE, TITLE 21

812 Schedules of controlled substances

844 Penalties for possession of controlled substance

UNITED STATES CODE, TITLE 41

8101-8106 Drug-Free Workplace Act

COURT DECISIONS

Ross v. RagingWire Telecommunications, Inc., 42 Cal. 4th 920 (2008)

Policy HANFORD ELEMENTARY SCHOOL DISTRICT  
adopted: \_\_\_\_\_ Hanford, California

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Receive the following Administrative Regulation for information:  
AR 3515.6 – Criminal Background Checks for Contractors

**PURPOSE:**

Regulation updated to reflect **NEW LAW (AB 949, 2017)** which requires criminal background checks for sole proprietors who contract with the district to provide specified services, if they will have contact with children, and provides that it is the responsibility of the district to prepare and submit the fingerprints of the sole proprietor to the Department of Justice. Regulation also reorganized to clarify criminal background check requirements applicable to entities contracting for construction, reconstruction, rehabilitation, or repair of a school facility.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Consider adoption of the following Administrative Regulation at the next board meeting:  
AR 3515.6 – Criminal Background Checks for Contractors

# Hanford ESD

## Administrative Regulation

### Criminal Background Checks For Contractors

AR 3515.6

#### Business and Noninstructional Operations

Whenever

When the employees of any entity contracting with the district to provide specified services will have contracts for school and classroom janitorial, school site administrative, school site grounds and landscape maintenance, student transportation, and school site food-related services, the Superintendent or designee shall ensure that the contracting entity certifies in writing that any employees who may come into contact with students, the entity shall certify in writing to the Superintendent or designee that none of those employees has ~~have not~~ been convicted of a violent or serious felony as defined in Education Code 45122.1. In the case of a sole proprietor, the Superintendent or designee shall prepare and submit the employee's fingerprints to the Department of Justice. If any contracting, unless the employee who may have contact with students has been convicted of a violent or serious felony as defined, has received a certificate of rehabilitation and a pardon as required pursuant to, (Education Code 45125.1 shall be submitted to the Superintendent or designee before the contracting employee is authorized to perform the work for the district. (Education Code 45125.1))

These requirements shall apply to a sole proprietor or entity contracting with the district to provide any of the following services: (Education Code 45125.1, 45125.2)

1. School and classroom janitorial services
2. School site administrative services
3. School site grounds and landscape maintenance services
4. Student transportation services
5. School site food-related services
6. Construction, reconstruction, rehabilitation, or repair of a school facility

(cf. 3540 - Transportation)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 3600 - Consultants)

(cf. 7140 - Architectural and Engineering Services)

On a case-by-case basis, the Superintendent or designee may ~~also~~ require a contracting entity providing school site services, other than those listed above, to comply with these requirements.

(Education Code 45125.1)

~~The~~These requirements shall not apply if the Superintendent or designee may determine~~determines~~ that criminal background checks will not be required if:

1. ~~The~~the contracting entity is providing services in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable. (Education Code 45125.1)

2. ~~The~~In addition, these requirements shall not apply if the Superintendent or designee ~~determines that the~~ employees of the contracting entity will have limited contact with students. In determining whether a contract employee has limited contact with students, the Superintendent or designee shall consider the totality of the circumstances, including factors such as the length of time the contractors will be on school grounds, whether students will be in proximity with the site where the contractors will be working, and whether the contractors will be working by themselves or with others.~~the following factors:~~ (Education Code 45125.1)

1. ~~The length of time the contractors will be on school grounds~~

2. ~~Whether students will be in proximity with the site where the contractors will be working~~

3. ~~Whether the contractors will be working by themselves or with others~~

Upon a determination that an employee ~~will~~shall have limited contact with students, the Superintendent or designee shall take appropriate steps to protect the safety of any ~~students~~student who may come in contact with this employee. (Education Code 45125.1)

\*\*\*Note: The following paragraph may be revised to reflect district practice.\*\*\*

These steps may include, but are ~~be~~ limited to, ensuring that the employee is working during nonschool hours, providing for regular patrols or supervision of the site from district security or personnel, ensuring that the employee is not working alone when students are present, limiting the employee's access to school grounds, and/or providing the employee with a visible means of identification.

(cf. 3515.3 - District Police/Security Department)

### Other Facility Contractors

~~When the~~3. ~~The contract is~~district contracts for the construction, reconstruction, rehabilitation, or repair of a school facility and either item #1 where the employees of the entity will have contact, other than limited contact with students, the Superintendent or #2 above applies or the district uses~~designee shall ensure the safety of students by utilizing~~ one or more of the following methods to ensure student safety: (Education Code 45125.2)



~~a1.~~ The installation of a physical barrier at the worksite to limit contact with students.

~~b2.~~ Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

~~cThe supervising employee may submit his/her fingerprints to the Department of Justice pursuant to Education Code 45125.1.~~

3. Surveillance of employees of the entity by school personnel.

~~These requirements shall not apply if the Superintendent or designee determines that the contracting entity is providing construction, reconstruction, rehabilitation or repair services in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable. (Education Code 45125.2)~~

#### Legal Reference:

##### EDUCATION CODE

41302.5 \_School districts, definition

45122.1 \_Classified employees, conviction of a violent or serious felony

45125.1 \_Criminal background checks for contractors

45125.2 \_Criminal background checks for construction

##### PENAL CODE

667.5 \_Prior prison terms, enhancement of prison terms

1192.7 \_Plea bargaining limitation

#### Management Resources:

##### WEB SITES

Department of Justice: <https://oag.ca.gov/fingerprints>

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT

approved: May 16, 2001 Hanford, California

revised:

## HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler  
FROM: Jason Strickland  
DATE: November 5, 2018

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

Date you wish to have your item considered: 11/14/18

ITEM: Receive the following revised Administrative Regulation for information:

AR 5113.11 - Attendance Supervision (New)

PURPOSE: New regulation addresses the appointment of a district attendance supervisor and reflects NEW LAW (AB 2815, 2016) which expresses the Legislature's intent that the attendance supervisor fulfill specified duties.

FISCAL IMPACT (if any): None

RECOMMENDATION (if any): Review for Information and consider for adoption at the next regular Board meeting.

# Hanford ESD

## Administrative Regulation

### Attendance Supervision

AR 5113.11  
**Students**

The Superintendent or designee shall appoint an attendance supervisor and any assistant attendance supervisor(s) as may be necessary to supervise the attendance of district students. (Education Code 48240)

The Superintendent or designee shall ensure that any person appointed as an attendance supervisor has been certificated for the work by the County Board of Education. (Education Code 48241, 48245)

Such supervisors shall perform duties related to compulsory full-time education, truancy, compulsory continuation education, work permits, and any additional duties prescribed by the Superintendent or designee. (Education Code 48240)

(cf. 5112.1 - Exemptions from Attendance)  
(cf. 5113 - Absences and Excuses)  
(cf. 5113.1 - Chronic Absence and Truancy)  
(cf. 5113.2 - Work Permits)  
(cf. 6184 - Continuation Education)

The attendance supervisor shall promote a culture of attendance and establish a system to accurately track student attendance in order to achieve all of the following: (Education Code 48240)

1. Raise the awareness of school personnel, parents/guardians, caregivers, community partners, and local businesses of the effects of chronic absenteeism and truancy and other challenges associated with poor attendance
2. Identify and respond to grade level or student subgroup patterns of chronic absenteeism or truancy

(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 6173 - Education for Homeless Children)  
(cf. 6173.1 - Education for Foster Youth)  
(cf. 6173.2 - Education of Children of Military Families)  
(cf. 6175 - Migrant Education Program)

3. Identify and address factors contributing to chronic absenteeism and habitual truancy, including suspension and expulsion

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

4. Ensure that students with attendance problems are identified as early as possible to provide applicable support services and interventions

5. Evaluate the effectiveness of strategies implemented to reduce chronic absenteeism rates and truancy rates

(cf. 0500 - Accountability)

The attendance supervisor may provide support services and interventions, including, but not limited to, the following: (Education Code 48240)

1. A conference between school personnel, the student's parent/guardian, and the student
2. Promotion of cocurricular and extracurricular activities that increase student connectedness to school, such as tutoring, mentoring, the arts, service learning, or athletics

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6142.6 - Visual and Performing Arts)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

3. Recognition of students who achieve excellent attendance or demonstrate significant improvement in attendance

(cf. 5126 - Awards for Achievement)

4. Referral of the student to a school nurse, school counselor, school psychologist, school social worker, and other student support personnel for case management and counseling

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

5. Collaboration with child welfare services, law enforcement, courts, public health care agencies, government agencies, or medical, mental health, and oral health care providers to receive necessary services

(cf. 1020 - Youth Services)

6. Collaboration with school study teams, guidance teams, school attendance review teams, or other intervention-related teams to assess the attendance or behavior problem in partnership

with the student and his/her parents/guardians or caregivers

(cf. 6164.5 - Student Success Teams)

7. Referral of the student to a school attendance review board established pursuant to Education Code 48321 or to the probation department pursuant to Education Code 48263

(cf. 5113.12 - District School Attendance Review Board)

8. Referral of the student to a truancy mediation program operated by the county's district attorney or probation officer pursuant to Education Code 48260.6

The attendance supervisor shall annually report student attendance data to the Superintendent or designee and the Governing Board. Such data shall include, by school, grade level, and each numerically significant student subgroup as defined in Education Code 52052, rates of school attendance, chronic absence in which students are absent on 10 percent or more of the school days in the school year, and dropout.

(cf. 5147 - Dropout Prevention)

#### Legal Reference:

#### EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

52060-52077 Local control and accountability plan

60901 Chronic absence

#### PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

#### WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

#### CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook, 2015

School Attendance Improvement Handbook, 2000

WEB SITES

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

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

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

Regulation approved: \_\_\_\_\_ HANFORD ELEMENTARY SCHOOL DISTRICT  
Hanford, California

## HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler  
FROM: Jason Strickland  
DATE: November 5, 2018

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

Date you wish to have your item considered: 11/14/18

ITEM: Receive the following revised Administrative Regulation/Board Policy for information:

AR/BP 5113.12 - District School Attendance Review Board (New)

PURPOSE: New policy and regulation are for use by districts that have established their own local school attendance review board (SARB), and reflect the basic purposes, functions, and operations of the SARB.

FISCAL IMPACT (if any): None

RECOMMENDATION (if any): Review for Information and consider for adoption at the next regular Board meeting.

# Hanford ESD

## Board Policy

### District School Attendance Review Board

BP 5113.12

#### Students

The Governing Board recognizes that poor school attendance and behavior problems negatively impact student achievement and put students at greater risk of dropping out of school. The Superintendent or designee shall establish a comprehensive and integrated system for the early identification of attendance problems and shall implement strategies to encourage students' attendance. After other interventions have been exhausted, students with a pattern of unexcused absences may be referred to a school attendance review board (SARB), in accordance with applicable law, in order to receive intensive guidance and assistance.

(cf. 5113 - Absences and Excuses)  
 (cf. 5113.1 - Chronic Absence and Truancy)  
 (cf. 5113.11 - Attendance Supervision)  
 (cf. 5147 - Dropout Prevention)

The SARB shall maintain a continuing inventory of community resources, including alternative educational programs.

The Superintendent or designee shall collaborate with the SARB and appropriate community agencies, including, but not limited to, law enforcement agencies, child welfare agencies, and health services, to provide school-based and/or community-based interventions tailored to the specific needs of the student.

(cf. 1020 - Youth Services)  
 (cf. 5030 - Student Wellness)  
 (cf. 5126 - Awards for Achievement)  
 (cf. 5131 - Conduct)  
 (cf. 5131.2 - Bullying)  
 (cf. 5137 - Positive School Climate)  
 (cf. 5141.6 - School Health Services)  
 (cf. 5145.3 - Nondiscrimination/Harassment)  
 (cf. 5146 - Married/Pregnant/Parenting Students)  
 (cf. 6158 - Independent Study)  
 (cf. 6164.2 - Guidance/Counseling Services)  
 (cf. 6164.5 - Student Success Teams)  
 (cf. 6173 - Education for Homeless Children)  
 (cf. 6173.1 - Education for Foster Youth)  
 (cf. 6173.2 - Education of Children of Military Families)  
 (cf. 6175 - Migrant Education Program)



(cf. 6179 - Supplemental Instruction)  
 (cf. 6181 - Alternative Schools/Programs of Choice)  
 (cf. 6183 - Home and Hospital Instruction)  
 (cf. 6184 - Continuation Education)  
 (cf. 6185 - Community Day School)

The Board shall appoint members to the district's SARB, who may include a parent/guardian as well as representatives of various agencies including, but not limited to, school districts; the county probation department; the county welfare department; the County Superintendent of Schools; law enforcement agencies; community-based youth service centers; school guidance personnel; child welfare and attendance personnel; school or county health care personnel; school, county, or community mental health personnel; the county district attorney's office; and the county public defender's office. (Education Code 48321)

The district's SARB shall provide support to improve student attendance and behavior through proactive efforts focused on building positive school environments and improved school connectedness, early identification and immediate intervention to re-engage students with poor attendance or behavior, and intensive intervention with students and families to address severe or persistent attendance or behavior issues.

The district's SARB shall operate in accordance with Education Code 48320-48325, the Brown Act (Government Code 54950-54963), and the bylaws of the SARB.

The SARB shall collect data and annually report outcomes on SARB referrals to the Governing Board, Superintendent or designee, and County Superintendent of Schools. (Education Code 48273)

#### Legal Reference:

##### EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

1980-1986 County community school

46010-46014 Absences

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48660-48666 Community day school

49067 Unexcused absences as cause of failing grade

##### CODE OF CIVIL PROCEDURE

1985-1997 Production of evidence; means of production

##### GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook: A Road Map for Improved School Attendance and Behavior, 2015

School Attendance Improvement Handbook, 2000

WEB SITES

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

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

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

Regulation approved: HANFORD ELEMENTARY SCHOOL DISTRICT  
Hanford, California

# Hanford ESD

## Administrative Regulation

### District School Attendance Review Board

AR 5113.12

#### Students

Upon receiving a referral of a student with attendance and/or behavior problems, a designated member of the school attendance review board (SARB) shall review the case and may meet with school personnel to determine whether the school has provided sufficient information about the student's attendance record or behavior. If the referral is complete and is an appropriate matter for the SARB to consider, the SARB chairperson shall provide written notification to the student's parents/guardians stating the reasons a referral has been made, explaining the SARB process, advising whether additional information is needed, and describing school-level interventions that have previously been attempted.

The SARB shall meet with the student and his/her parents/guardians, give them an opportunity to present their understanding of the problem, and discuss the school and/or community resources appropriate for the student's circumstances.

Any SARB meeting to consider matters related to an individual student shall be held in closed session unless the parent/guardian requests, in writing, that the meeting be held in open session.

(cf. 9321 - Closed Session Purposes and Agendas)

The SARB shall have access to relevant student records, but shall not provide access to others without written consent of the student's parent/guardian. (Education Code 49076)

(cf. 5125 - Student Records)

For the limited purpose of making a proper disposition of the referral of a student, the SARB may issue subpoenas pursuant to Code of Civil Procedure 1985-1997 or may request the juvenile court to issue subpoenas to require the attendance of the student, parents/guardians or other person having control of the student, the school authority referring the student, or any other person who has pertinent or material information concerning the matter. The SARB shall not issue any subpoena that includes a request for production of written materials, but may request a juvenile court to issue such subpoena for the production of written materials. (Education Code 48263, 48321.5)

The SARB shall issue written directives stating the responsibilities of all persons involved, detailed resource referrals, and follow-up dates for the school's reports on the student's progress. The written directives shall include an agreement that the student will attend school or improve classroom behavior as applicable, and shall be signed by the student, his/her parents/guardians,

the SARB chairperson, and the Superintendent or designee.

When referred by the SARB, a student may be assigned to a community day school or a county community school. (Education Code 1981, 48662)

(cf. 6185 - Community Day School)

At any time it deems proper, the SARB may require the student or his/her parents/guardians to furnish satisfactory evidence of participation in any available community services that the student or parents/guardians have been directed to use. (Education Code 48263)

Based on progress reports submitted by the school, the SARB may terminate the agreement upon the successful completion of the terms of the agreement, extend the time for completion of the agreement, or schedule another meeting with the student and his/her parents/guardians.

If the student's attendance or behavior problems cannot be resolved by the SARB, or if the student and/or the student's parents/guardians continually and willfully fail to respond to SARB directives or the services provided, the student or parents/guardians shall be referred to the appropriate agency, including law enforcement agencies when necessary. (Education Code 48263, 48290-48291)

Regulation approved: \_\_\_\_\_ HANFORD ELEMENTARY SCHOOL DISTRICT  
Hanford, California

## HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler  
FROM: Jason Strickland  
DATE: November 5, 2018

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

Date you wish to have your item considered: 11/14/18

ITEM: Receive the following revised Administrative Regulation/Board Policy for information:

AR/BP 6173.2 - Education of Children of Military Families (New)

PURPOSE: Policy updated to reflect the Every Student Succeeds Act, which provides that military-connected students will be assigned a national identification number to facilitate monitoring of their academic progress and requires districts to issue an annual report card that includes state achievement results for such students. Policy also adds optional language on collaborating with the military's school liaison officers and providing staff development related to the educational rights of military-connected students. Regulation updated to add material regarding the transfer of course credits, exemption from local graduation requirements when a student transfers after the completion of the second year of high school, and use of the uniform complaint procedures for allegations of noncompliance by the district, pursuant to NEW LAW (AB 365, 2017). Regulation also reflects NEW LAW (SB 455, 2017) which provides that a student will be deemed to meet district residency requirements if his/her parent/guardian is transferred or is pending transfer to a military installation within the state, and NEW LAW (AB 2659, 2016) which provides that districts must not prohibit the transfer of a military-connected student out of the district regardless of whether the district has an interdistrict transfer agreement with another district.

FISCAL IMPACT (if any): None

RECOMMENDATION (if any): Review for Information and consider for adoption at the next regular Board meeting.

# Hanford ESD

## Board Policy

### Education Of Children Of Military Families

BP 6173.2

#### Instruction

The Governing Board recognizes that children of military families face challenges to their academic success caused by the frequent moves or deployments of their parents/guardians in fulfillment of military service. The district shall provide such students with academic resources, services, and opportunities for extracurricular and enrichment activities that are available to all district students.

(cf. 5125 - Student Records)  
 (cf. 6011 - Academic Standards)  
 (cf. 6145 - Extracurricular and Cocurricular Activities)  
 (cf. 6145.2 - Athletic Competition)  
 (cf. 6179 - Supplemental Instruction)

The Superintendent or designee may waive district policies or rules when necessary to facilitate the enrollment, placement, advancement, eligibility for extracurricular activities, or on-time graduation of children of military families, in accordance with the Interstate Compact on Educational Opportunity for Military Children as ratified in Education Code 49700-49704.

(cf. 5117 - Interdistrict Attendance)  
 (cf. 6146.1 - High School Graduation Requirements)  
 (cf. 6146.3 - Reciprocity of Academic Credit)

The Superintendent or designee shall provide information and/or training to administrators, other appropriate district staff, and military families regarding the provisions of the Interstate Compact and the educational rights of children of military families.

(cf. 4131 - Staff Development)  
 (cf. 4231 - Staff Development)  
 (cf. 4331 - Staff Development)  
 (cf. 5020 - Parent Rights and Responsibilities)

The Superintendent or designee shall collaborate with parents/guardians, school liaison officers from military installations, and/or other agencies within and outside the state to facilitate the transition of children of military families into and out of the district.

(cf. 1020 - Youth Services)  
 (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 6020 - Parent Involvement)

The Superintendent or designee shall annually report to the Board on the educational outcomes of children of military families. Such reports may include, but are not limited to, school attendance, student achievement test results, promotion and retention rates by grade levels, and graduation rates.

(cf. 0500 - Accountability)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 6162.51 - State Academic Achievement Tests)

#### Legal Reference:

##### EDUCATION CODE

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

35351 Assignment of students to particular schools

46600-46611 Interdistrict attendance agreements

48050-48054 Nonresidents

48200-48208 Persons included (compulsory education law)

48300-48316 Student attendance alternatives, school district of choice program

49700-49704 Education of children of military families

51225.3 Requirements for graduation

51240-51246 Exemptions from requirements

51250-51251 School-age military dependents

66204 Certification of high school courses as meeting university admissions criteria

##### UNITED STATES CODE, TITLE 10

101 Definitions

1209 Transfer to inactive status list instead of separation

1211 Members on temporary disability retired list: return to active duty; promotion

##### UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

6311 State plan

##### UNITED STATES CODE, TITLE 29

794 Section 504 of the federal Rehabilitation Act

#### Management Resources:

CALIFORNIA CHILD WELFARE COUNCIL

Partial Credit Model Policy and Practice Recommendations

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Final Report to the Legislature on the Interstate Compact on Educational Opportunity for Military Children, April 2014

WEB SITES

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

California Child Welfare Council: <http://www.chhs.ca.gov/Pages/CACildWelfareCouncil.aspx>

California Department of Education, Educational Options Office:

<http://www.cde.ca.gov/ls/pf/mc>

Military Interstate Children's Compact Commission: <http://www.mic3.net>

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: \_\_\_\_\_ Hanford, California

DECLINED



# Hanford ESD

## Administrative Regulation

### Education Of Children Of Military Families

AR 6173.2  
**Instruction**

#### Definitions

Children of military families are school-aged children in the household of: (Education Code 49701)

1. Members who are in full-time duty status in the active uniformed service of the United States, including any member of the National Guard and Reserve on active duty order pursuant to 10 USC 1209 or 1211

#### Enrollment

The Superintendent or designee shall facilitate the enrollment of children of military families and ensure that they are not placed at a disadvantage due to difficulty in the transfer of their records from previous school districts and/or variations in entrance or age requirements. (Education Code 49701)

A child of a military family shall be deemed to meet district residency requirements if his/her parent/guardian, while on active military duty pursuant to an official military order, is transferred or is pending transfer to a military installation within the state. The Superintendent or designee shall accept electronic submission of such a student's application for enrollment, including enrollment in a specific school or program within the district, and for course registration. (Education Code 48204.3)

(cf. 5111.1 - District Residency)

When a child of a military family is transferring into the district, the Superintendent or designee may enroll the child based on the child's placement in the previous district, pending receipt of the child's records. Upon enrollment, the Superintendent or designee shall immediately request the student's records from the student's previous district. The Superintendent or designee shall allow the student 30 days from the date of enrollment to obtain all required immunizations. (Education Code 49701)

(cf. 5111 - Admission)  
(cf. 5125 - Student Records)  
(cf. 5141- Health Care and Emergencies)  
(cf. 5141.31- Immunizations)

A child of an active military duty parent/guardian shall not be prohibited from transferring out of the district, if the school district of proposed enrollment approves the application for transfer. (Education Code 46600, 48307)

(cf. 5117 - Interdistrict Attendance)

When a child of a military family is transferring out of the district, the Superintendent or designee shall provide the student's parents/guardians with a complete set of the student's records or, if the official student record cannot be released, an unofficial or "hand-carried" record. Upon request from the new district, the Superintendent or designee shall provide a copy of the student's record to the new district within 10 days. (Education Code 49701)

### Placement

Whenever a student's parent/guardian is serving on active duty or has been discharged from military service within the last year and the student transfers to a new school as the direct result of the military transfer or discharge, the Superintendent or designee may, prior to the receipt of official transcript(s) or the arrival of the student, review the student's coursework to date, including any unofficial transcript(s), to determine the appropriate placement of the student in classes. The evaluation shall also include communication with school counselors and teachers at the former school by videoconferencing, email, and/or telephone calls. (Education Code 51251)

The Superintendent or designee shall initially honor the placement of any child of a military family in educational courses and programs based on the child's enrollment and/or assessment in his/her previous school. The Superintendent or designee may, to the extent permitted by Board policy, waive course or program prerequisites, preconditions, and/or application deadlines when making decisions regarding placement of children of military families and their eligibility for extracurricular academic, athletic, and social activities. (Education Code 49701)

(cf. 6141.5 - Advanced Placement)  
 (cf. 6145 - Extracurricular and Cocurricular Activities)  
 (cf. 6145.2 - Athletic Competition)  
 (cf. 6172 - Gifted and Talented Student Program)  
 (cf. 6174 - Education for English Learners)

When a child of a military family transferring into the district has been identified as an individual with a disability pursuant to 20 USC 1400-1482, the Superintendent or designee shall provide comparable services to the student based on his/her current individualized education program. In addition, when the child of a military family transferring into the district is eligible for services under Section 504 of the federal Rehabilitation Act, the Superintendent or designee shall make reasonable accommodations and modifications to address the needs of the student subject to the student's existing Section 504 plan. The district may authorize subsequent evaluations of the student to ensure appropriate placement. (Education Code 49701)

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education Under Section 504)

## Absences

When a student's parent/guardian is an active duty member and is called to duty for, is on leave from, or is immediately returned from deployment to a combat zone or to combat support posting, the Superintendent or designee may grant additional excused absences to the student to visit with his/her parent/guardian. (Education Code 49701)

(cf. 5113 - Absences and Excuses)

## Notification and Complaints

Information regarding the educational rights of children of military families, as specified in Education Code 51225.1 and 51225.2, shall be included in the annual uniform complaint procedures notification distributed to students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 51225.1, 51225.2)

Any complaint alleging that the district has not complied with requirements regarding the education of children of military families, as specified in Education Code 51225.1 or 51225.2, may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Policy HANFORD ELEMENTARY SCHOOL DISTRICT  
adopted: \_\_\_\_\_ Hanford, California

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**TO: **Joy C. Gabler**FROM: **Jill Rubalcava** DATE: **November 5, 2018**FOR: ☒ Board Meeting  
☐ Superintendent's CabinetFOR: ☒ Information  
☐ ActionDate you wish to have your item considered: **November 14, 2018****ITEM:****PURPOSE:** Receive information and regarding **BP 6170.1 - Transitional Kindergarten**

Policy updated to reflect **NEW LAW (AB 99, 2017)** which permits districts to maintain transitional kindergarten classes for different lengths of time during the school day, either at the same or different school sites, provided that the length of the school day complies with legal requirements related to the minimum and maximum length of the school day. No change in practice for HESD. HESD Instructional Minutes for Transitional Kindergarten classes and Kindergarten classes are the same, and they exceed the requirement of 180 minutes.

**FISCAL IMPACT:** None at this time**RECOMMENDATIONS:** Information Item - for first reading and review

# Hanford ESD

## Board Policy

### Transitional Kindergarten

BP 6170.1

#### Instruction

~~\*\*\*Note: The following policy is for use by districts that maintain kindergarten and may be revised to reflect district practice.~~ Education Code 48000 provides that children are eligible for kindergarten enrollment if they have their fifth birthday on or before September 1 in that school year; see AR 5111 - Admission. Pursuant to Education Code 48000, any child whose fifth birthday is between September 2 and December 2 must be offered a transitional kindergarten (TK) program.\*\*\*

~~\*\*\*Note: Education Code 48000 defines TK as the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate. Many of the requirements applicable to kindergarten (e.g., class size, minimum school day, facilities) are also applicable to TK. The district will receive funding based on average daily attendance (ADA) for students in a TK program that meets the requirements specified in Education Code 48000.\*\*\*~~

~~\*\*\*Note: For guidance on implementing TK programs, see the Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, published by the California Department of Education (CDE).\*\*\*~~

The ~~Governing~~ Board ~~of Trustees~~ desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The ~~TK~~ program shall assist ~~studentsTK-children~~ in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The district's TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among ~~district preschool staff, other~~ preschool providers, elementary teachers, administrators, and parents/guardians in ~~the program~~ development, implementation, and evaluation ~~of the district's TK program~~.

(cf. 1220 - Citizen Advisory Committees)

(cf. 6020 - Parent Involvement)

#### Eligibility

The district's TK program shall admit children whose fifth birthday is from September 2 through December 2. (Education Code 48000)

~~\*\*\*Note: The CDE's "Transitional Kindergarten FAQs" clarify that children are required to have documentation of required immunizations or a valid exemption prior to admission to TK. For information about required immunizations and exemptions, see BP/AR 5141.31—Immunizations.\*\*\*~~

Parents/guardians of eligible children shall be notified of the availability of the TK program and the age, residency, immunization, and any other enrollment requirements. Enrollment in the TK program shall be voluntary.

(cf. 5111 - Admission)

(cf. 5111.1 - District Residency)

(cf. ~~5111.12—Residency Based on Parent/Guardian Employment~~)

~~(cf. 5141.22 - Infectious Diseases)~~

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

~~\*\*\*Note: The following paragraph is optional. If the district chooses to allow kindergarten-eligible children to enroll in the TK program, CDE recommends that the district establish criteria to determine selection requirements. The parent/guardian of a kindergarten-eligible child who is enrolled in TK must, at the end of the year, sign a Kindergarten Continuance Form verifying that he/she agrees to have the child enroll in kindergarten the following year; see section "Continuation in Kindergarten" below.\*\*\*~~

~~Upon request of a child's parents/guardians, the district may, on a case-by-case basis after the Superintendent or designee determines that it is in the child's best interest, admit into the district's TK program a child whose fifth birthday is on or before September 1 and who is therefore eligible for kindergarten.~~

~~\*\*\*Note: The following paragraph is optional. Pursuant to Education Code 48000, the district may, at its discretion, determine whether to allow admittance of children whose fifth birthday is after December 2. Such students may be admitted at any time during the school year, including at the beginning of the year. Education Code 48000 provides that districts will not receive ADA apportionment for a child whose birthday is after December 2 until the child reaches his/her fifth birthday.\*\*\*~~

~~At any time during the school year, the district may admit into the TK program a child whose fifth birthday is after December 2 of that same school year, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. (Education Code 48000)~~

Curriculum and Instruction

The district's TK program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

~~\*\*\*Note: Education Code 48000 states the Legislature's intent that the TK curriculum be aligned to the California Preschool Learning Foundations developed by CDE. These standards address essential skills in the subject areas listed below. The standards and companion preschool curriculum frameworks are available on CDE's web site.\*\*\*~~

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education. It shall be designed to facilitate students' development in essential skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English [Language](#) Learners)

~~\*\*\*Note: The following optional paragraph may be revised to reflect district practice. Education Code 37202 permits districts to maintain TK and kindergarten classes for different lengths of time during the school day, either at the same or a different school site. Districts offering TK classes for different lengths of time are still required to meet the minimum and maximum length of school day provided in law. Pursuant to Education Code 46111, 46115, and 46117, at the kindergarten and TK level the minimum school day is three hours (180 minutes), including recess but excluding noon intermission, and the maximum school day is four hours (240 minutes), excluding recess, unless the district has adopted an extended day kindergarten pursuant to Education Code 8973. However, pursuant to Education Code 46119, if the district has fewer than 40 kindergarten students, the Governing Board may apply to the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each, including recesses, taught on the same day by the same teacher. Also see AR 6112 - School Day.\*\*\*~~

~~\*\*\*Note: Pursuant to Education Code 48003, districts are required to provide an annual report to CDE regarding the type of kindergarten program offered by the district, including part day, full day, or both. The School Information Form 2017, located on the CDE web site, requires a report on the type of TK program offered.\*\*\*~~

The Board shall establish the length(s) of the school day in the district's TK program. TK programs may be maintained for different lengths of time either at the same or different school sites, as long as the school day is at least three hours but no more than four hours. The Superintendent or designee shall annually report to the California Department of Education as to whether the district's TK programs are offered full day, part day, or both. (Education Code 37202, 46111, 46117, 48003)



(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

~~\*\*\*Note: The following optional paragraph may be revised to reflect district practice. According to CDE's "Transitional Kindergarten FAQs," it is the intent of the law to provide separate and unique experiences for TK and kindergarten students. However, districts have flexibility to determine how best to meet the curricular needs of each child and whether TK and kindergarten students may be enrolled in the same classrooms.\*\*\*~~

TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

~~\*\*\*Note: AB 1808 (Ch. 32, Statutes of 2018) amended Education Code 8235 and 48000 to allow districts to place 4-year-old children enrolled in a California State Preschool Program into a TK program and to commingle children from both programs in the same classroom as long as all of the requirements of each program are met and the district adheres to specified requirements, including that the classroom does not contain children enrolled in TK for a second year or children enrolled in a regular kindergarten. Also see BP/AR 5148.3—Preschool/Early Childhood Education.\*\*\*~~

~~TK students may be placed in a classroom commingled with 4-year-old students from a California State Preschool Program as long as the classroom does not include students enrolled in TK for a second year or students enrolled in a regular kindergarten. (Education Code 8235, 48000)~~

## Staffing

~~\*\*\*Note: To be qualified to teach a TK class, the teacher must possess an appropriate multiple subjects or early childhood education credential issued by the Commission on Teacher Credentialing authorizing instruction in TK. Education Code 48000 establishes additional requirements for credentialed teachers who are first assigned to a TK class after July 1, 2015, as provided below.\*\*\*~~

~~\*\*\*Note: TK assignments are subject to assignment monitoring and reporting by the County Superintendent of Schools in accordance with Education Code 44258.9.\*\*\*~~

~~TK assignments are subject to assignment monitoring and reporting by the County Superintendent of Schools in accordance with Education Code 44258.9.~~

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

(cf. 4112.2 - Certification)

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1,



2020, have at least 24 units in early childhood education and/or child development, comparable experience in a preschool setting, and/or a child development teacher permit issued by the CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children.

(cf. 4131 - Staff Development)

#### Continuation to Kindergarten

~~\*\*\*Note: The following section is consistent with guidance in CDE's "Transitional Kindergarten FAQs."\*\*\*~~

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

~~\*\*\*Note: The following optional paragraph is for use by districts that allow kindergarten-eligible children to enroll in TK; see "Eligibility" section above. When such students are subsequently enrolled in kindergarten, the district is required to obtain a signed Kindergarten Continuance Form in order to receive kindergarten ADA for those children since they would otherwise be age-eligible for first grade. CDE recommends that approval for a student to continue in kindergarten not be sought until near the end of the year of TK, since permission obtained unreasonably far in advance could be found invalid.\*\*\*~~

~~However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.~~

~~\*\*\*Note: Pursuant to Education Code 46300, the district may not include for ADA purposes the attendance of any student for more than two years in a combination of TK and kindergarten.\*\*\*~~

A student shall not attend more than two years in a combination of TK and kindergarten. (Education Code 46300)

(cf. 5123 - Promotion/Acceleration/Retention)

#### Assessment

~~\*\*\*Note: The following section may be revised to reflect district practice. One assessment resource for TK students is CDE's Desired Results Developmental Profile, which is designed to assess the developmental progression of all children from early infancy to kindergarten entry.\*\*\*~~

The Superintendent or designee may develop or identify appropriate formal and/or informal assessments of TK students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

(cf. 0500 - Accountability)  
(cf. 6162.5 - Student Assessment)

#### Legal Reference:

##### EDUCATION CODE

8973 Extended-day kindergarten  
37202 School calendar; equivalency of instructional minutes  
44258.9 Assignment monitoring by county superintendent of schools  
46111 Kindergarten, hours of attendance  
46114-46119 Minimum school day, kindergarten  
46300 Computation of ADA, inclusion of kindergarten and transitional kindergarten  
48000 Age of admission, kindergarten and transitional kindergarten  
48002 Evidence of minimum age required to enter kindergarten or first grade  
48003 Kindergarten annual report  
48200 Compulsory education, starting at age six

#### Management Resources:

##### CSBA PUBLICATIONS

What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016

##### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

Desired Results Developmental Profile, 2015

Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, 2013

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

##### WEB SITES

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

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

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT

approved: September 23, 2015 Hanford, California

revised:

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: October 25, 2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: November 14, 2018

**ITEM:** Consider adopting Resolution #8-19: Regarding Absent Board Member Compensation.

**PURPOSE:** Education Code section 35120(c) provides that a board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting: 1) he or she is performing services outside the meeting for the school district or districts, (2) he or she was ill or on jury duty, (3) or the absence was due to a hardship deemed acceptable by the board. Trustee Lupe Hernandez was unable to attend the October 10, 2018 meeting due to illness.

**FISCAL IMPACT:** Not to exceed \$250.

**RECOMMENDATIONS:** Adopt Resolution #8-19.

**HANFORD ELEMENTARY SCHOOL DISTRICT  
RESOLUTION # 8-19  
Board of Trustees  
Hanford Elementary School District**

**RESOLUTION REGARDING ABSENT BOARD MEMBER COMPENSATION  
(Education Code § 35120(c))**

**WHEREAS**, Education Code section 35120(c) provides that a board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting: 1) he or she is performing services outside the meeting for the school district or districts, (2) he or she was ill or on jury duty, (3) or the absence was due to a hardship deemed acceptable by the board.

**NOW, THEREFORE BE IT RESOLVED** that the Hanford Elementary School District Board of Trustees determines as follows:

1. Board Member Lupe Hernandez was absent from the Hanford Elementary School District's regular board meeting held October 10, 2018 due to:
  - ☐ performing services outside the meeting for the school district
  - ☒ illness
  - ☐ jury duty
  - ☐ hardship deemed acceptable by the board
2. Said Board Members shall be paid for the meeting.

**PASSED AND ADOPTED THIS 14<sup>th</sup> day of November, 2018** at a regular meeting, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Jeff Garner, President

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Tim Revious, Vice President

**HANFORD ELEMENTARY SCHOOL DISTRICT*****Board Member Absence Verification***

In accordance with Board Bylaw 9250, if a member of the Board of Trustees does not attend all Board meetings during the month, he/she is eligible to receive a percentage of the monthly compensation equal to the percentage of meetings attended unless otherwise authorized by the Board in accordance with law. Board members may be paid for meetings they missed when the Board of Trustees finds that they were performing designated services for the district at the time of the meeting or that they were absent because of illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

I was absent from the Board meeting conducted on Oct. 10, 2018.

☐ I am not requesting compensation for the meeting.

☐ I am requesting compensation for the meeting since I was absent from the meeting for the following reason (*check one*):

☐ Performing designated service for the district.

☒ Illness.

☐ Jury Duty.

☐ Hardship (please specify) \_\_\_\_\_

Board Member Name: Lupe Hernandez

Board Member Signature: Lupe Hernandez Date: Oct 10-2018

HANFORD ELEMENTARY SCHOOL DISTRICT  
Human Resources Department  
**AGENDA REQUEST FORM**

TO: Joy Gabler

FROM: Jaime Martinez

DATE: October 16, 2017

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

☐ Information  
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **October 25, 2017**

**ITEM:** Consider adoption of the following revised Board Policy.

**PURPOSE:** The following policy is being updated to expand discussion of possible recruitment incentives, including subsidized housing programs for teachers and other employees and NEW LAW (AB 99) which establishes the California Educator Development grant program to assist districts with attracting and supporting the preparation and continued learning of teachers, principals, and other school leaders. Policy also reflects NEW LAW (AB 168) which prohibits districts from seeking salary history information about an applicant and from relying on salary history information as a factor in determining whether to offer employment or the salary to offer an applicant, unless the salary information is disclosable under state or federal law or the applicant voluntarily discloses the information without prompting.

- BP 4111, 4211, 4311 – Recruitment and Selection (revised)

**FISCAL IMPACT:** None.

**RECOMMENDATION:** Adopt.

**All Personnel**

BP 4111(a)

4211

**Recruitment and Selection**

4311

The ~~Board of Trustees~~ Governing Board is committed desires to employing suitable employ the most highly qualified individuals and appropriate person available for each open position in order to effectively carry out the district's vision, mission, and goals ~~improve student achievement and efficiency in district operations.~~

*(cf. 0000 - Vision)*

*(cf. ~~0100~~ 0200 – Goals for the School District)*

*(cf. 4000 - Concepts ~~Concept~~ and Roles)*

*(cf. 4100 - Certificated Personnel)*

*(cf. 4200 - Classified Personnel)*

*(cf. 4300 – Administrative and ~~Management, Supervisory and Confidential~~ Personnel)*

*(cf. ~~9000~~ ~~Role of the Board~~)*

The Superintendent or designee shall develop equitable, fair, ~~open,~~ and transparent recruitment and selection processes and procedures ~~that~~ which ensure individuals ~~that~~ employees are selected based on demonstrated knowledge, skills, and competence and not on any bias, personal preference, or unlawful discrimination.

~~When a vacancy occurs, the Superintendent or designee shall recruit candidates for open positions based on an assessment of the district's needs for specific skills, knowledge and abilities. He/she shall review job descriptions for the position to ensure that it accurately describes all major functions and duties of each position. He/she shall also disseminate job announcements to ensure a wide range of candidates.~~

*(cf. 4119.3/4219.3/4319.3 – Duties of Personnel)*

~~The Superintendent or designee shall develop selection procedures that identify the best possible candidate for each position based on screening processes, interviews, observations and recommendations from previous employers. He/she may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.~~

~~During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any category of discrimination prohibited by state or federal law.~~

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. ~~4031~~ ~~Complaints Concerning Discrimination in Employment~~)*

*(cf. 4032 - Reasonable Accommodation)*

*(cf. 4111.2/4211.2/4311.2 - Legal Status Requirement)*

When a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position. He/she shall also disseminate job announcements to ensure a wide range of candidates.

BP 4111(b)  
4211  
4311

## Recruitment and Selection

The district's selection procedures shall include screening processes, interviews, recommendations from previous employers, and observations when appropriate, as necessary to identify the best possible candidate for a position.

*(cf. 4112.61/4212.61/4312.61 - Employment References)*

The Superintendent or designee may establish an interview committee to rank candidates and recommend finalists. During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. All discussions and recommendations shall be confidential in accordance with law.

*(cf. 2230 - Representative and Deliberative Groups)*

No inquiry shall be made with regard to any information prohibited by state or federal nondiscrimination laws.

The Superintendent or designee shall not inquire, orally or in writing, in regard to an applicant's salary history information, including compensation and benefits. He/she shall also not rely on salary history information as a factor in determining whether to offer employment to an applicant or the salary to offer. However, the Superintendent or designee may consider salary information that is disclosable under state or federal law or that the applicant discloses voluntarily and without prompting. Upon request, the Superintendent or designee shall provide the applicant the pay scale for the position to which he/she is applying. (Labor Code 432.3)

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

*(cf. 4112 - Appointment and Conditions of Employment)*

*(cf. 4112.2 - Certification)*

*(cf. 4112.22 - Staff Teaching English Learners)*

*(cf. 4212 - Appointment and Conditions of Employment)*

*(cf. 4112.23 - Special Education Staff)*

*(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)*

*(cf. 4212 - Appointment and Conditions of Employment)*

*(cf. 4312.1 - Contracts)*

## Incentives

With Board approval and in accordance with district needs, the district may provide incentives to recruit teachers, administrators, or other employees, such as signing bonuses, assistance with beginning teacher induction and/or credential costs, mentoring, additional compensation, and/or subsidized housing.



BP 4111(c)  
4211  
4311

## Recruitment and Selection (continued)

### Legal Reference:

#### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

35035 Responsibilities of superintendent

44066 Limitations on certification requirement

44259 Teaching credential; exception; designated subjects; minimum requirements

~~44735 Incentive grants for recruiting teachers for low performing schools~~

~~44740-44741 Personnel Management Assistance Teams~~

44750-44754.5 Regional teacher recruitment centers

44830-44831 Employment of certificated persons

44858 Age or marital status in certificated positions

44859 Prohibition against certain rules and regulations re residency

45103-45138 Employment (classified employees)

49406 Examination for tuberculosis

~~52051 Academic Performance Index~~

#### GOVERNMENT CODE

815.2 Liability of public entities and public employees

6250-6276.48 Public Records Act

12900-12996 Fair Employment and Housing Act, including:

12940-~~12957~~~~12956~~ Discrimination prohibited; unlawful practices

#### HEALTH AND SAFETY CODE

53570-53574 Teacher Housing Act of 2016

#### LABOR CODE

432.3 Salary information

UNITED STATES CODE, TITLE 5

552 Freedom of Information Act

UNITED STATES CODE, TITLE 8

1324a Unlawful employment of aliens

1324b Unfair immigration related employment practices

UNITED STATES CODE, TITLE 20

1681-1688 Title IX prohibition against discrimination

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

~~2000h 2-2000h 6 Title IX, 1972 Education Act Amendments~~

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities

#### COURT DECISIONS

C.A. v William S. Hart Union High School District et al., (2012) 138 Cal.Rptr.3d 1

### Management Resources:

CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES ASSOCIATION PUBLICATIONS

Teacher Recruitment in California: An Analysis of Effective Strategies, Research Brief, Veritas Research and Evaluation Group, October 2017

CSBA PUBLICATIONS

Maximizing School Board Leadership: Human Resources, 1996

BP 4111(d)  
4211  
4311

## Recruitment and Selection (continued)

### WEB SITES

*California County Superintendents Educational Services Association: <http://ccsesa.org/recruit>*

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

*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*

*Commission on Teacher Credentialing: <http://www.ctc.ca.gov>*

*Equal Employment Opportunity Commission: <http://www.eeoc.gov>*

*Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*

*CalTeach: <http://www.calteach.org>*

*Education Job Opportunities Information Network: <http://www.edjoin.org>*

*Teach USA: <http://culturalvistas.org/programs/us/teach-usa>*

*U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>*

## Policy

adopted: May 24, 1991

revised: November 7, 2001

revised: February 18, 2003

revised: October 24, 2012

revised: \_\_\_\_\_, 2018

## HANFORD ELEMENTARY SCHOOL DISTRICT

Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT  
Human Resources Department  
**AGENDA REQUEST FORM**

TO: Joy Gabler

FROM: Jaime Martinez

DATE: November 5, 2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

☐ Information  
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **November 14, 2018**

**ITEM:** Consider adoption of the following revised Board Policy and Administrative Regulation.

**PURPOSE:** The following policy is being updated to provide a strong statement of the Board's commitment to provide a safe work environment that is free of sexual harassment and intimidation and to align the process for filing complaints of sexual harassment with AR 4030 – Nondiscrimination in Employment. Regulation is being updated to reflect NEW LAW (SB 396) which requires districts to post a Department of Fair Employment and Housing poster on transgender rights and, if the district has 50 or more employees, to provide training to supervisors regarding harassment based on gender identity, gender expression, and sexual orientation.

- BP/AR 4119.11, 4219.11, 4319.11 – Sexual Harassment (revised)

**FISCAL IMPACT:** None.

**RECOMMENDATION:** Adopt.

**All Personnel****BP 4119.11(a)****4219.11****SEXUAL HARASSMENT****4319.11**

The Governing Board is committed to providing a safe work environment that is free of harassment and intimidation. The Board prohibits sexual harassment against ~~of~~ district employees and. ~~The Board also prohibits~~ retaliatory behavior or action against any person ~~district employees or other persons who~~ complains, testifies ~~complain, testify,~~ or otherwise participates ~~participate~~ in the complaint process established for the purpose of ~~pursuant to~~ this policy, and accompanying administrative regulation. This policy shall apply to all district employees and, when applicable, to interns, volunteers, and job applicants.

Sexual harassment includes, but is not limited to, harassment that is based on the gender, gender identity, gender expression, or sexual orientation of the victim.

This policy shall apply to all district employees and to other persons on district property or with some employment relationship with the district, such as interns, volunteers, contractors, and job applicants.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 4030 - Nondiscrimination in Employment)*

Any district employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment in violation of this policy is subject to disciplinary action, up to and including dismissal.

*(cf. 4117.7/4317.7 - Employment Status Reports)*

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation;
2. Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply ~~staff~~;
3. Ensuring prompt, thorough, and fair investigation of complaints;
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments;

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

### Sexual Harassment Reports and Complaints

**BP 4119.11(b)**  
**4219.11**  
**4319.11**

## **SEXUAL HARASSMENT**

Any district employee who feels that he/she has been sexually harassed in the performance of his/her district responsibilities or who has knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to his/her direct supervisor, another supervisor, the district's coordinator for nondiscrimination, the Superintendent, or, if available, a complaint hotline or an ombudsman. A supervisor or administrator who receives a harassment complaint shall promptly notify the coordinator.

Complaints of sexual harassment shall be filed and investigated in accordance with the complaint procedure specified in AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (2 CCR 11023)

~~Any district employee who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to his/her supervisor, the principal, district administrator, or Superintendent.~~

~~A supervisor, principal, or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.~~

~~Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.~~

~~Any district employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment in violation of this policy is subject to disciplinary action, up to and including dismissal.~~

~~(cf. 4118 - Dismissal/Suspension/Disciplinary Action)~~

~~(cf. 4218 - Dismissal/Suspension/Disciplinary Action)~~

### *Legal Reference:*

#### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

#### GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950 Sexual harassment; distribution of information

12950.1 Sexual harassment training

#### LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

**BP 4119.11(c)**  
**4219.11**  
**4319.11**

## **SEXUAL HARASSMENT**

### CODE OF REGULATIONS, TITLE 2

11009 Employment discrimination

11021 Retaliation

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

11034 Terms, conditions, and privileges of employment

### CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

### UNITED STATES CODE, TITLE 20

1681-1688 Title IX prohibition against discrimination

### UNITED STATES CODE, TITLE 42

~~2000d-2000d-7 Title VI, Civil Rights Act of 1964~~

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

~~2000h-2-2000h-6 Title IX, 1972 Education Act Amendments~~

### CODE OF FEDERAL REGULATIONS, TITLE 34

106.1-106.9 Nondiscrimination on the basis of sex in education programs or activities

106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities

~~106.9 Dissemination of policy~~

### COURT DECISIONS

Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026

Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998

Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57

### *Management Resources:*

*U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS*

*Promising Practices for Preventing Harassment, November 2017*

~~OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL~~

~~*Protecting Students from Harassment and Hate Crime, January, 1999*~~

### WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/index.html>

### Policy

Adopted: February 9, 2005

Revised: May 25, 2016

Revised: October 25, 2017

Revised: \_\_\_\_\_, 2018

### **HANFORD ELEMENTARY SCHOOL DISTRICT**

Hanford, California

**All Personnel****AR 4119.11(a)****4219.11****4319.11****SEXUAL HARASSMENT**

This administrative regulation shall apply to all allegations of sexual harassment involving employees, interns, volunteers, and job applicants, but shall not be used to resolve any complaint by or against a student.

**Definitions**

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; Government Code 12940; 2 CCR 11034)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the individual.
3. Submission to or rejection of the conduct ~~by~~ is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the district.

Prohibited sexual harassment also includes conduct which, regardless of whether or not it is motivated by sexual desire, is so severe or pervasive as to unreasonably interfere with the victim's work performance or create an intimidating, hostile, or offensive work environment.

Examples of actions that might constitute sexual harassment in the work or educational setting, whether committed by a supervisor, a co-worker, or a non-employee, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

**AR 4119.11(b)**  
**4219.11**  
**4319.11**

**SEXUAL HARASSMENT (continued)**

**Training**

The Superintendent or designee shall ensure that all employees receive training regarding the district's sexual harassment policies when hired and periodically thereafter. The training shall include how to recognize prohibited or harassing conduct, the procedures for reporting and/or filing complaints involving an employee, employees' duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee. The training shall also include information about processes for employees to informally share or obtain information about harassment without filing a complaint.

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 5145.7 – Sexual Harassment)*

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted employees shall receive training within six months of their assumption of the new position. (Government Code 12950.1)

A supervisory employee is any employee having the authority, in the interest of the district, to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or the responsibility to direct them, adjust their grievances, or effectively recommend such action, when the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgment. (Government Code 12926).

*(cf. 4300 - Administrative and Supervisory Personnel)*

The district's sexual harassment training and education program for supervisory employees shall be aimed at assisting them in preventing and effectively responding to incidents of sexual harassment, as well as implementing mechanisms to promptly address and correct wrongful behavior. The training shall include, but is not limited to, the following: (Government Code 12950.1; 2 CCR ~~11023~~ 11024)

1. Information and practical guidance regarding federal and state laws on the prohibition, prevention, and correction of sexual harassment, the remedies available to sexual harassment victims in civil actions, and potential district and/or individual exposure or liability;
2. The types of conduct that constitute sexual harassment and practical examples which illustrate sexual harassment, discrimination, and retaliation using training modalities such as role plays, case studies, and group discussions, based on factual scenarios taken from case law, news and media accounts, and hypotheticals based on workplace situations and other sources;



**AR 4119.11(c)**  
**4219.11**  
**4319.11**

**SEXUAL HARASSMENT (continued)**

3. A supervisor's obligation to report sexual harassment, discrimination, and retaliation of which he/she becomes aware and what to do if the supervisor himself/herself is personally accused of harassment
4. Strategies for preventing harassment, discrimination, and retaliation and appropriate steps to ensure that remedial measures are taken to correct harassing behavior, including an effective process for investigation of a complaint
5. The essential elements of the district's anti-harassment policy, including the limited confidentiality of the complaint process and resources for victims of unlawful sexual harassment, such as to whom they should report any alleged sexual harassment, and how to use the policy if a harassment complaint is filed
6. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received
7. The definition and prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance
8. Practical examples of harassment based on gender identity, gender expression, and sexual orientation

The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11024)

**Notifications**

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired

(cf. 4112.9/4212.9/4312.9 - *Employee Notifications*)

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

**AR 4119.11(d)**  
**4219.11**  
**4319.11**

**SEXUAL HARASSMENT** (continued)

All employees shall receive ~~either~~ a copy of an information ~~sheet~~sheets prepared by the California Department of Fair Employment and Housing (DFEH) or ~~the~~ a copy of district information sheets that contains~~contain~~, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law
3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 11021 for opposing harassment prohibited by law or for filing a complaint with, or otherwise participating in an investigation, proceeding or hearing conducted by DFEH and the EEOC.

In addition, the district shall post, in a prominent and accessible location, The DFEH's poster on discrimination in employment and the illegality of sexual harassment and the DFEH poster regarding transgender rights. (Government Code 12950)

Regulation

Approved: May 5, 1993

Revised: November 7, 2001

Revised: February 9, 2005

Revised: December 14, 2005

Revised: April 13, 2016

Revised: October 25, 2017

**HANFORD ELEMENTARY SCHOOL DISTRICT**

Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT  
Human Resources Department  
**AGENDA REQUEST FORM**

TO: Joy Gabler

FROM: Jaime Martinez

DATE: November 5, 2018

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **November 14, 2018**

**ITEM:** Receive the following new Administrative Regulation for information.

**PURPOSE:** The following Administrative Regulation is being revised to reflect NEW LAW (AB 1556) which deletes gender-specific references with regard to pregnancy disability leave and clarifies that all employees are protected against pregnancy discrimination regardless of their gender identity. The Regulation also reflects NEW LAW (SB 63) which extends the requirement to grant parental leave to any district that employs 20-49 employees within 75 miles of the worksite where the employee requesting the leave is employed.

- AR 4161.8, 4261.8, 4361.8 – Family Care and Medical Leave (revised)

**FISCAL IMPACT:** None.

**RECOMMENDATION:** Consider for adoption at next regular board meeting.

**All Personnel**

AR 4161.8(a)

4261.8

**FAMILY CARE AND MEDICAL LEAVE**

4361.8

The district shall not deny any eligible employee ~~the~~his/her right to family care, medical, or pregnancy disability leave (PDL) pursuant to the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), or the Fair Employment and Housing Act (FEHA) ~~nor~~restrain or interfere with the employee's exercise of such right. In addition, the district shall not discharge an employee or discriminate or retaliate against him/her for taking such leave or for his/her opposition to or challenge of any unlawful district practice in relation to any of these laws or for his/her involvement in any related inquiry or proceeding. Government Code 12945, 12945.2; 2 CCR 11094; 29 USC 2615)

(cf. 4030 – Nondiscrimination in Employment)

(cf. 4032 – Reasonable Accommodation)

(cf. 4033 – Lactation Accommodation)

**A.——Definitions**

The words and phrases defined below shall have the same meaning throughout this administrative regulation except where a different meaning is otherwise specified.

*Child (son or daughter)* means a biological, adopted, or foster child; a stepchild; a legal ward; or a child to whom the employee stands in loco parentis, as long as the child is under 18 years of age or an adult dependent child. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611)

*Eligible employee* for FMLA and CFRA purposes means an employee who has been employed with the district for at least 12 months and who has at least 1,250 hours of service with the district during the previous 12-month period. However, these requirements shall not apply when an employee applies for PDL. (Government Code 12945.2; 2 CCR 11087; CCR 11087; 29 USC 2611; 29 CFR 825.110)

*Employee disabled by pregnancy* means an employee whose~~a woman who, in the opinion of her health care provider,~~ states that the employee is: (2 CCR ~~11035~~11035)

1. Unable because of pregnancy to perform any one or more of the essential functions of ~~her~~the job or to perform any of them without undue risk to the employee or other persons or to the~~herself, her pregnancy's successful completion, or to other persons~~
2. Suffering from severe “morning sickness” or needs to take time off for prenatal or postnatal care, bed rest, gestational diabetes, pregnancy-induced hypertension, preeclampsia, postpartum depression, childbirth, loss or end of pregnancy, recovery from childbirth or loss or end of pregnancy, or any other pregnancy-related condition

*Parent* means a biological, foster, or adoptive parent; ~~a~~ stepparent; a legal guardian; or another person who stood in loco parentis to the employee when the employee was a child. Parent does not include a spouse's parents. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611; 29 CFR 825.122)

AR 4161.8(b)  
4261.8  
4361.8

## FAMILY CARE AND MEDICAL LEAVE

*Serious health condition* means an illness, injury (including, but not limited to, on-the-job injuries), impairment, or physical or mental condition of the employee or his/her child, parent, or spouse, including, but not limited to, treatment for substance abuse, that involves either of the following: (Government Code 12945.2; 2 CCR 11087, 11097; 29 USC 2611; 29 CFR 825.113-825.115)

1. Inpatient care in a hospital, hospice, or residential health care facility, any subsequent treatment in connection with such inpatient care, or any period of incapacity

A person is considered an inpatient when a health care facility formally admits ~~him/her~~ the individual to the facility with the expectation that ~~he/she~~ the individual will remain overnight and occupy a bed, even if it later develops that the person can be discharged or transferred to another facility and does not actually remain overnight.

Incapacity means the inability to work, attend school, or perform other regular daily activities due to a serious health condition, its treatment, or the recovery that it requires.

2. Continuing treatment or continuing supervision by a health care provider, including one or more of the following:
  - a. A period of incapacity of more than three consecutive full days
  - b. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition
  - c. Any period of incapacity due to pregnancy or for prenatal care under FMLA
  - d. Any period of incapacity which is permanent or long term due to a condition for which treatment may not be effective
  - e. Any period of absence to receive multiple treatments, including recovery, by a health care provider

*Spouse* means a partner in marriage as defined in Family Code 300, including same sex partners in marriage, or a registered domestic partner within the meaning of Family Code 297-297.5; (Family Code 297, 297.5, 300; 2 CCR 11087; 29 CFR 825.122)

### **B.——Eligibility**

The district shall grant FMLA or CFRA leave to eligible employees for any of the following reasons: (Government Code 12945.2, 12945.6; 29 USC 2612; 29 CFR 825.112)

AR 4161.8(c)  
4261.8  
4361.8

## **FAMILY CARE AND MEDICAL LEAVE**

1. The birth of a child of the employee or placement of a child with the employee in connection with the employee's adoption or foster care of the child (parental leave~~baby bonding~~)
2. To care for the employee's child, parent, or spouse with a serious health condition
3. The employee's own serious health condition that makes him/her unable to perform one or more essential functions of his/her position
4. Any qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a military member on covered active duty or call to covered active duty (or has been notified of an impending call or order to covered active duty)
5. To care for a covered servicemember with a serious injury or illness if the covered servicemember is the employee's spouse, child, parent, or next of kin, as defined

In addition, the district shall grant PDL to any ~~female~~ employee who is disabled by pregnancy, childbirth, or other related medical condition. (Government Code 12945; 2 CCR 11037)

### **~~C.~~—Terms of Leave**

An eligible employee shall be entitled to a total of 12 work weeks of FMLA or CFRA leave during any 12-month period, except in the case of leave to care for a covered servicemember as provided under "Military Caregiver Leave" below. To the extent allowed by law, CFRA and FMLA leaves shall run concurrently. (Government Code 12945.2; 29 USC 2612) This 12-month period shall be a rolling period measured backward from the date an employee uses any family care and medical leave, as defined in 29 CFR 825.200. (29 CFR 825.200)

In addition, ~~for each pregnancy, any female~~ employee who is disabled by pregnancy, childbirth, or other related condition shall be entitled to PDL for the period of the disability not to exceed four months. For a part-time employee, the four months shall be calculated on a proportional basis. (Government Code 12945; 2 CCR 11042)

PDL shall run concurrently with FMLA leave for disability caused by an employee's pregnancy. At the end of the employee's FMLA leave for disability caused by pregnancy, or at the end of four months of PDL, whichever occurs first, a CFRA-eligible employee may request to take CFRA leave of up to 12 work weeks for the reason of the birth of a~~her~~ child or to bond with or care for the child. (Government Code 12945, 12945.2; 2 CCR 11046, 11093)

AR 4161.8(d)  
4261.8  
4361.8

## **FAMILY CARE AND MEDICAL LEAVE**

Leave taken for the birth or placement of a child must be concluded within the 12-month period beginning on the date of the birth or placement of the child. Such leave does not need to be taken in one continuous period of time. (2 CCR 11090; 29 USC 2612)

If both parents of a child work for the district, their family care and medical leave related to the birth or placement of the child shall be limited to a combined total of 12 work weeks. This restriction shall apply regardless of the legal status of both parents' relationship. (Government Code 12945.2, 12945.6; 2 CCR 11088; 29 USC 2612)

### **~~D.~~—Use/Substitution of Paid Leaves**

During the period of PDL or any FMLA or CFRA leave, the employee may elect to use his/her accrued vacation leave, accrued leave, or any other paid time off negotiated with the district. For PDL, CFRA, or FMLA leave due to an employee's own serious health condition, the employee shall use accrued sick leave and may use accrued vacation leave and other paid time off at his/her option. (Government Code 12945, 12945.2; 2 CCR 11044; 2 CCR 11092; 29 USC 2612)

~~If paid leaves, vacation, or compensatory time off are used for any portion of leave taken under this policy, the periods of leave shall run concurrently with FMLA, CFRA and/or PDL designated leave.~~

*(cf. 4141/4241 - Collective Bargaining Agreement)*

*(cf. 4161/4261/4361 - Leaves)*

*(cf. 4161.1/4361.1 – Personal Illness/Injury Leave)*

*(cf. 4261.1 – Personal Illness/Injury Leave)*

### **~~E.~~—Intermittent Leave/Reduced Work or Leave Schedule**

~~1.—PDL and family care and medical leave for the serious health condition of an employee or his/her child, parent, or spouse may be taken intermittently or on a reduced work or leave schedule when medically necessary, as determined by the health care provider of the person with the serious health condition. However, the district shall limit leave increments to the shortest period of time that the district's payroll system uses to account for absences or use of leave provided it is not to be greater than one hour. (2 CCR 11042, 11090; 29 USC 2612)~~

The basic minimum duration of leave for the birth, adoption, or foster care placement of a child shall be two weeks. However, the district shall grant a request for such leave of less than two weeks on any two occasions. (2 CCR 11090; 29 USC 2612)

The district may require an employee to transfer temporarily to an available alternative position under any of the following circumstances: (2 CCR 11041, 11090; 29 USC 2612)

AR 4161.8(e)  
4261.8  
4361.8

## FAMILY CARE AND MEDICAL LEAVE

1. ~~The~~if the employee ~~needs~~is pregnant and provides medical certification from her health care provider of a medical need for intermittent leave or leave on a reduced work or leave schedule ~~that~~or if the employee's need for the intermittent leave or leave on a reduced work or leave schedule is foreseeable based on ~~a~~his/her planned medical treatment ~~for the employee~~ or that of a family member. This alternative position must have equivalent pay and benefits and must better accommodate recurring periods of leave than the employee's regular job, and the employee must be qualified for the position. Transfer to an alternative position may include altering an existing job to better accommodate the employee's need for intermittent leave or a reduced work or leave schedule. (2 CCR 11041, 11090; 29 USC 2612)
2. A medical certification is provided by the employee's health care provider that, because of pregnancy, the employee has a medical need to take intermittent leave or leave on a reduced work schedule.
3. The district agrees to permit intermittent leave or leave on a reduced work schedule due to the birth, adoption, or foster care placement of the employee's child.

~~The~~This alternative position must have equivalent pay and benefits and must better accommodate recurring periods of leave than the employee's regular job, and the employee must be qualified for the position. Transfer to an alternative position may include altering an existing job to better accommodate the employee's need for intermittent leave or a reduced work or leave schedule. (2 CCR 11041, 11090; 29 USC 2612)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

### F. —Request for Leave

The district shall consider an employee's request for PDL or family care and medical leave only if the employee provides at least verbal notice sufficient to make the district aware of the need to take the leave and the anticipated timing and duration of the leave. (2 CCR 11050, 11091)

For family care and medical leave, the employee need not expressly assert or mention FMLA/CFRA to satisfy this requirement. However, ~~he/she~~the employee must state the reason the leave is needed (e.g., birth of child, medical treatment). If more information is necessary to determine whether the employee is eligible for family care and medical leave, the Superintendent or designee shall inquire further and obtain the necessary details of the leave to be taken. (2 CCR 11091)

The district shall respond to requests for leave as soon as practicable, but no later than five business days after receiving the employee's request. (2 CCR 11091)



AR 4161.8(f)  
4261.8  
4361.8

## **FAMILY CARE AND MEDICAL LEAVE**

Based on the information provided by the employee, the Superintendent or designee shall designate the leave, paid or unpaid, as FMLA/CFRA qualifying leave and shall give notice of such designation to the employee. Failure of an employee to respond to permissible inquiries regarding the leave request may result in denial of CFRA protection if the district is unable to determine whether the leave is CFRA qualifying. (2 CCR 11091; 29 CFR 825.300)

When an employee is able to foresee the need for ~~the~~ PDL or family care and medical leave at least 30 days in advance of the leave, the employee shall provide the district with at least 30 days advance notice before the leave. When the 30 days notice is not practicable because of a lack of knowledge of when leave will be required to begin, a change in circumstances, a medical emergency, or other good cause, the employee shall provide the district with notice as soon as practicable. Failure of an employee to provide required notice may result in a denial of leave. (2 CCR 11050, 11091)

In all instances the employee shall consult with the Superintendent or designee and make a reasonable effort to schedule, subject to the health care provider's approval, any planned appointment or medical treatment or supervision so as to minimize disruption to district operations. (Government Code 12945.2; 2 CCR 11050, 11091)

### **G. — Certification of Health Condition**

Within five business days of an employee's request for family care and medical leave for his/her own or his/her child's, parent's or spouse's serious health condition, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave. Upon receiving the district's request, the employee shall provide the certification within 15 days, unless either the Superintendent or designee provides additional time or it is not practicable under the particular circumstances, despite the employee's diligent, good faith efforts. (2 CCR 11091; 29 CFR 825.305)

The certification shall include the following: (Government Code 12945.2; 2 CCR 11087; 29 USC 2613)

1. The date on which the serious health condition began
2. The probable duration of the condition
3. If the employee is requesting leave to care for a child, parent, or spouse, with a serious health condition, both of the following:
  - a. Statement that the serious health condition warrants the participation of the employee to provide care, such as by providing psychological comfort, arranging for third party care, or directly providing or participating in the

AR 4161.8(g)  
4261.8  
4361.8

## **FAMILY CARE AND MEDICAL LEAVE**

medical care of the child, parent, or spouse during a period of the treatment or supervision

- b. Estimated amount of time the health care provider believes the employee needs to care for the child, parent, or spouse
4. If the employee is requesting leave because of his/her own serious health condition, a statement that due to the serious health condition, ~~he/she~~individual is unable to work at all or is unable to perform one or more essential functions of his/her job
5. If the employee is requesting leave for intermittent treatment or on a reduced work or leave schedule for planned medical treatment, a statement of the medical necessity for the leave, the dates on which treatment is expected to be given, the duration of such treatment, and the expected duration of the leave

When an employee has provided sufficient medical certification to enable the district to determine whether the employee's leave request is FMLA/CFRA-eligible, the Superintendent or designee shall notify the employee within five business days whether the leave is FMLA/CFRA-eligible. The Superintendent or designee may also retroactively designate leave as FMLA/CFRA leave as long as appropriate notice is given to the employee and there is no harm or injury to the employee. (2 CCR 11091; 29 CFR 825.301)

If the Superintendent or designee doubts the validity of a certification that accompanies a request for leave for the employee's own serious health condition, ~~he/she~~the employee may require the employee to obtain a second opinion from a district-approved health care provider, at district expense. If the second opinion is contrary to the first, the Superintendent or designee may require the employee to obtain a third medical opinion from a third health care provider approved by both the employee and the district, again at district expense. The opinion of the third health care provider shall be final and binding. (Government Code 12945.2; 2 CCR 11091; 29 USC 2613)

For PDL, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave at the time the employee gives notice of the need for PDL, or within two business days of giving the notice. If the need for PDL is unforeseen, the Superintendent or designee shall request the medical certification within two business days after the leave commences. The Superintendent or designee may request certification at some later date if ~~he/she~~Superintendent or designee has reason to question the appropriateness of the leave or its duration. (2 CCR 11050)

For PDL that is foreseeable and for which at least 30 days notice has been given, the employee shall provide the medical certification before the leave begins. When this is not practicable, the employee shall provide the certification within the time frame specified by the Superintendent or designee which must be at least 15 days after the request, unless it is

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## FAMILY CARE AND MEDICAL LEAVE

not practicable under the particular circumstances despite the employee's diligent, good faith efforts. (2 CCR 11050)

Medical certification for PDL purposes shall include a statement that the employee needs to take the leave because the employee ~~he~~ is disabled by pregnancy, childbirth, or a related medical condition, the date on which the employee became disabled because of pregnancy, and the estimated duration of the leave. (2 CCR 11050)

If additional PDL or family care and medical leave is needed when the time estimated by the health care provider expires, the district may require the employee to provide recertification in the manner specified for the leave. (Government Code 12945.2; 2 CCR 11050; 29 USC 2613)

The Superintendent or designee shall not request any genetic information related to an employee except as authorized by law in accordance with the California Genetic Information Nondiscrimination Act of 2011.

### **H. — Release to Return to Workwork**

Upon expiration of an employee's PDL or family care and medical leave taken for his/her own serious health conditions, the employee shall present certification from the health care provider that ~~he/she~~ the employee is able to resume work. The certification shall address the employee's ability to perform the essential functions of their job.

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

~~The certification from the employee's health care provider shall address the employee's ability to perform the essential functions of his/her job.~~

### **I. Rights to Reinstatement**

Upon granting an employee's request for PDL or FMLA/CFRA leave, the Superintendent or designee shall **agree** to reinstate the employee in the same or a comparable position when the leave ends. (Government Code 12945.2; 2 CCR 11043, 11089; 29 USC 2614)

However, the district may refuse to reinstate an employee returning from FMLA or CFRA leave to the same or a comparable position if all of the following apply: (Government Code 12945.2; 2 CCR 11089; 29 USC 2614)

1. The employee is a salaried "key employee" who is among the highest paid 10 percent of district employees who are employed within 75 miles of the employee's worksite.

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## **FAMILY CARE AND MEDICAL LEAVE**

2. The refusal is necessary to prevent substantial and grievous economic injury to district operations.
3. The district informs the employee of its intent to refuse reinstatement at the time it determines that the refusal is necessary, and the employee fails to immediately return to service.

(cf. 4117.3 – *Personnel Reduction*)

(cf. 4217.3 ■ *Layoff/Rehire*)

The district may also refuse to reinstate an employee to the same or a comparable position if the FMLA/CFRA leave was fraudulently obtained by the employee. (2 CCR 11089; 29 CFR 825.216)

The district may refuse to reinstate an employee to the same position after taking PDL if, at the time the reinstatement is requested, the employee would not otherwise have been employed in that position for legitimate business reasons unrelated to the employee's PDL. (2 CCR 11043)

## **J. — Maintenance of Benefits/Failure to Return from Leave**

During the period when an employee is on PDL or family care and medical leave, ~~he/she~~ the employee shall maintain ~~their~~<sup>his/her</sup> status with the district and the leave shall not constitute a break in service for purposes of longevity, seniority under any collective bargaining agreement, or any employee benefit plan. (Government Code 12945.2; 2 CCR 11092; 29 USC 2614)

For up to a maximum of four months for PDL and 12 work weeks for other family care and medical leave, the district shall continue to provide an eligible employee the group health plan coverage that was in place before ~~he/she~~ the employee took the leave. The employee is responsible to continue paying their employee portion of the insurance premiums (if applicable) to maintain such benefits and shall reimburse the district for premiums paid during the leave if ~~he/she~~ the employee fails to return to district employment after the expiration of all available leaves and the failure is for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond his/her control ■. (Government Code 12945.2; 2 CCR 11044, 11092; 29 USC 2614; 29 CFR 825.213) ■

(cf. 4154/4254/4354 – *Health and Welfare Benefits*)

(cf. 4154/4254/4354 ~~*Health and Welfare Benefits*~~)

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In addition, during the period when an employee is on PDL leave or family care and medical leave, the employee shall be entitled to continue to participate in other employee benefit plans including life insurance, short-term or long-term disability insurance, accident insurance, pension and retirement plans, and supplemental unemployment benefit plans to the same extent and under the same conditions as would apply to an unpaid leave taken for any other purpose. However, for purposes of pension and retirement plans, the district shall not make plan payments for an employee during any unpaid portion of the leave period and the leave period shall not be counted for purposes of time accrued under the plan. (Government Code 12945.2; 2 CCR 11044, 11092)

**K.——Military Family Leave Resulting from Qualifying Exigencies**

An eligible employee may take up to 12 work weeks of unpaid FMLA leave during each 12-month period established by the district in the section entitled “Terms of Leave” above, for one or more qualifying exigencies while his/her child, parent, or spouse who is a military member is on covered active duty or on call to covered active duty status. (29 USC 2612; 29 CFR 825.126)

*Covered active duty* means duty during the deployment of a member of the regular Armed Forces to a foreign country or duty during the deployment of a member of the National Guard or Reserves to a foreign country under a call or an order to active duty in support of a contingency operation pursuant to law. (29 USC 2611; 29 CFR 825.126)

Qualifying exigencies include time needed to: (29 CFR 825.126)

1. Address issues arising from short notice deployment of up to seven calendar days from the date of receipt of call or order of short notice deployment
2. Attend military events and related activities, such as any official ceremony or family assistance program related to the covered active duty or call to covered active duty status
3. Arrange child care or attend school activities arising from the covered active duty or call to covered active duty, such as arranging for alternative child care, enrolling or transferring a child to a new school, or attending meetings
4. Make or update financial and legal arrangements to address a military member's absence
5. Attend counseling provided by someone other than a health care provider
6. Spend time (up to 15 days of leave per instance) with a military member who is on short-term, temporary, ~~rest~~Rest and ~~recuperation~~Recuperation leave during deployment

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7. Attend to certain post-deployment activities, such as arrival ceremonies or reintegration briefings
8. Care for a military member's parent who is incapable of self-care when the care is necessitated by the military member's covered active duty
9. Address any other event that the employee and district agree is a qualifying exigency

The employee shall provide the Superintendent or designee with notice of the need for the qualifying exigency leave as soon as practicable, regardless of how far in advance such leave is foreseeable. (29 CFR 825.302)

An employee who is requesting leave for qualifying exigencies shall provide the Superintendent or designee with a copy of the military member's active duty orders, or other documentation issued by the military, and the dates of the service. In addition, the employee shall provide the Superintendent or designee with certification of the qualifying exigency necessitating the leave. The certification shall contain the information specified in 29 CFR 825.309.

The employee's qualifying exigency leave may be taken on an intermittent or reduced work or leave schedule basis. (29 CFR 825.302)

During the period of qualified exigency leave, the district's rule regarding an employee's use of his/her accrued vacation leave and any other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

## **~~L.~~—Military Caregiver Leave**

The district shall grant an eligible employee up to a total of 26 work weeks of leave during a single 12-month period, measured forward from the first date the leave is taken to care for a covered servicemember with a serious illness or injury. In order to be eligible for such military caregiver leave, the employee must be the spouse, son, daughter, parent, or next of kin of the covered servicemember. This 26-week period is not in addition to, but rather is inclusive of, the 12 work weeks of leave that may be taken for other FMLA qualifying reasons. (29 USC 2611, 2612; 29 CFR 825.127)

*Covered servicemember* may be: (29 CFR 825.127)

1. A current member, of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy; is otherwise in outpatient status; or is otherwise on the temporary disability retired list for a serious injury or illness

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## **FAMILY CARE AND MEDICAL LEAVE**

2. A veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran

*Son or daughter of a covered servicemember* means the biological, adopted, or foster child, stepchild, legal ward, or a child of any age for whom the covered servicemember stood in loco parentis. (29 CFR 825.127)

*Parent of a covered servicemember* means the covered servicemember's biological, adopted, step, or foster parent, or any other individual who stood in loco parentis to the covered servicemember (except "parents in law"). (29 CFR 825.127)

*Next of kin* means the nearest blood relative to the covered servicemember, or as designated in writing by the covered servicemember. (29 USC 2611, 2612)

*Outpatient status* means the status of a member of the Armed Forces assigned to a military medical treatment facility as an outpatient or a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients. (29 USC 2611; 29 CFR 825.127)

*Serious injury or illness* means: (29 USC 2611; 29 CFR 825.127)

1. For a current member of the Armed Forces, an injury or illness incurred by the member in the line of duty on active duty, or that existed before the beginning of the member's active duty and was aggravated by the member's service in the line of duty while on active duty in the Armed Forces, and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating.
2. For a veteran, an injury or illness incurred or aggravated by the member's service in the line of duty on active duty in the Armed Forces, including the National Guard or Reserves, that manifested itself before or after the member became a veteran and that is at least one of the following:
  - a. A continuation of a serious injury or illness incurred or aggravated while the veteran was a member of the Armed Forces and rendered him/her unable to perform the duties of his/her office, grade, rank, or rating
  - b. A physical or mental condition for which the veteran has received a U.S. Department of Veterans Affairs (VA) Service-Related Disability Rating of 50 percent or greater, based wholly or partly on that physical or mental condition
  - c. A physical or mental condition that substantially impairs the veteran's ability to secure or follow a substantially gainful occupation by reason of one or more disabilities related to his/her military service or that would do so but for treatment received by the veteran

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## **FAMILY CARE AND MEDICAL LEAVE**

- d. An injury, including a psychological injury, on the basis of which the veteran has been enrolled in the VA's Program of Comprehensive Assistance for Family Caregivers

The employee shall provide reasonable and practicable notice of the need for the leave in accordance with the procedures in the section entitled "Request for Leave" above.

An employee requesting leave to care for a covered servicemember with a serious injury or illness shall provide the Superintendent or designee with certification from an authorized health care provider of the servicemember that contains the information specified in 29 CFR 825.310.

The leave may be taken intermittently or on a reduced work or leave schedule when medically necessary. An employee taking military caregiver leave in combination with other leaves pursuant to this administrative regulation shall be entitled to a combined total of 26 work weeks of leave during a single 12-month period. When both spouses work for the district and both wish to take such leave, the spouses are limited to a maximum combined total of 26 work weeks during a single 12-month period. (29 USC 2612)

During the period of military caregiver leave, the district's rule regarding an employee's use of his/her accrued vacation leave and other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

## **~~M.~~—Notifications**

The Superintendent or designee shall provide the following notifications regarding state and federal law related to PDL or FMLA/CFRA leave:

1. **General Notice:** Information explaining the provisions of the FEHA/PDL and FMLA/CFRA and employee rights and obligations shall be posted in a conspicuous place on district premises, or electronically, and shall be included in employee handbooks. (2 CCR 11049, 11095; 29 USC 2619)

The general notice shall also explain an employee's obligation to provide the Superintendent or designee with at least 30 days notice of the need for the requested leave, when the need is reasonably foreseeable at least 30 days prior to the start of the leave. (2 CCR 11050, 11091)

(cf. 4112.9/4212.9/4312.9 – *Employee Notifications*)

2. **Eligibility Notice:** When an employee requests leave, including PDL, or when the Superintendent or designee acquires knowledge that an employee's leave may be for an FMLA/CFRA qualifying reason, the Superintendent or designee shall, within five



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business days, provide notification to the employee of his/her eligibility to take such leave. (2 CCR 11049, 11091; 29 CFR 825.300)

3. **Rights and Responsibilities Notice:** Each time the eligibility notice is provided to an employee, the Superintendent or designee shall provide written notification explaining the specific expectations and obligations of the employee, including any consequences for a failure to meet those obligations. Such notice shall include, as applicable: (29 CFR 825.300)
  - a. A statement that the leave may be designated and counted against the employee's annual FMLA/CFRA leave entitlement and the appropriate 12-month entitlement period, if qualifying
  - b. Any requirements for the employee to furnish medical certification of a serious health condition, serious injury or illness, or qualifying exigency arising out of active duty or call to active duty status and the consequences of failing to provide the certification
  - c. The employee's right to use paid leave, whether the district will require use of paid leave, conditions related to any use of paid leave, and the employee's entitlement to take unpaid leave if the employee does not meet the conditions for paid leave
  - d. Any requirements for the employee to make premium payments necessary to maintain health benefits, the arrangement for making such payments, and the possible consequences of failure to make payments on a timely basis
  - e. The employee's status as a "key employee;" if applicable, potential consequence that restoration may be denied following the FMLA leave, and explanation of the conditions required for such denial
  - f. The employee's right to maintenance of benefits during the leave and restoration to the same or an equivalent job upon return from leave
  - g. The employee's potential liability for health insurance premiums paid by the district during the employee's unpaid FMLA leave should the employee not return to service after the leave

Any time the information provided in the above notice changes, the Superintendent or designee shall, within five business days of his/her receipt of an employee's first notice of need for leave, provide the employee with a written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

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## FAMILY CARE AND MEDICAL LEAVE

4. **Designation Notice:** When the Superintendent or designee has information (e.g., sufficient medical certification) to determine whether the leave qualifies as FMLA/CFRA leave, ~~he/she~~ **Superintendent or designee** shall, within five business days, provide written notification designating the leave as FMLA/CFRA qualifying or, if the leave will not be so designated, the reason for that determination. (2 CCR 11091; 29 CFR 825.300)

If the amount of leave needed is known, the notice shall include the number of hours, days, or weeks that will be counted against the employee's FMLA/CFRA entitlement. If it is not possible to provide that number at the time of the designation notice, notification shall be provided of the amount of leave counted against the employee's entitlement upon request by the employee and at least once in every 30-day period if leave was taken in that period. (29 CFR 825.300)

If the district requires paid leave to be used during an otherwise unpaid family care and medical leave, the notice shall so specify. If the district requires an employee to present a release to return to work certification that addresses the employee's ability to perform the essential functions of the job, the notice shall also specify that requirement. (2 CCR 11091, 11097; 29 CFR 825.300)

Any time the information provided in the designation notice changes, the Superintendent or designee shall, within five business days, provide the employee with written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

## N.——Records

The Superintendent or designee shall maintain records pertaining to an individual employee's use of family care and medical leave in accordance with law. (Government Code 12946; 29 USC 2616; 42 USC 2000ff-1; 29 CFR 825.500)

## Legal Reference

### EDUCATION CODE

44965 *Granting of leaves of absence for pregnancy and childbirth*

### FAMILY CODE

297-297.5 *Rights, protections and benefits under law; registered domestic partners*

300 *Validity of marriage*

### GOVERNMENT CODE

12926 *Fair ~~employment~~ **employment** and housing act, definitions*

12940 *Unlawful employment practices*

12945 *Pregnancy; childbirth or related medical condition; unlawful practice*

12945.1-12945.2 *California Family Rights Act*

12945.6 *Parental leave*

12946 *Fair Employment and Housing Act: discrimination prohibited*

CODE OF REGULATIONS, TITLE 2

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## **FAMILY CARE AND MEDICAL LEAVE**

*11035-11051 Sex discrimination: pregnancy, childbirth and related medical conditions*

*11087-11098 California Family Rights Act*

UNITED STATES CODE, TITLE 1

*7 Definition of marriage, ~~spouse~~*

UNITED STATES CODE, TITLE 29

2601-2654 Family and Medical Leave Act of 1993, as amended

UNITED STATES CODE, TITLE 42

*2000ff-1-2000ff-11 Genetic Information Nondiscrimination Act of 2008*

*CODE OF FEDERAL REGULATIONS, TITLE 29*

~~825.100-825.800 Family and Medical Leave Act of 1993~~

UNITED STATES CODE, TITLE 42

*2000ff-1-2000ff-11 Genetic Information Nondiscrimination Act of 2008*

*CODE OF FEDERAL REGULATIONS, TITLE 29*

*825.100-825.702 ~~800~~ Family and Medical Leave Act of 1993*

**COURT DECISIONS**

*United States v. Windsor, (2013) 699 F.3d 169*

*Faust v. California Portland Cement Company, (2007) 150 Cal.App. 4th 864*

*Tellis v. Alaska Airlines, (9th Cir., 2005) 414 F.3d 1045*

### *Management Resources:*

~~**FEDERAL REGISTER**~~

~~*Final Rule and Supplementary Information, November 17, 2008. Vol. 73, No. 222, pages 67934-68133*~~

~~*The Family and Medical Leave Act; Final Rule; February 6, 2013. Vol. 78, No. 25, pages 8903-8947*~~

**U.S. DEPARTMENT OF LABOR PUBLICATIONS**

*Military Family Leave Provisions of the FMLA Frequently Asked Questions and Answers*

**WEB SITES**

*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*

*U.S. Department of Labor, FMLA: <http://www.dol.gov/esa/whd/fmla>*

### **Regulation**

approved: January 5, 1999

revised: November 7, 2001

revised: December 13, 2006

revised: September 2, 200

revised: November 19, 2010

revised: February 12, 2014

revised: October 28, 2015

revised: \_\_\_\_\_, 2018

### **HANFORD ELEMENTARY SCHOOL DISTRICT**

Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT  
**Human Resources Department**

**AGENDA REQUEST FORM**

**TO:** Joy Gabler

**FROM:** Jaime Martinez

**DATE:** November 5, 2018

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **November 14, 2018**

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

**PURPOSE:**

**a. Employment**

Certificated

- Lisa Polder, RSP Teacher, various sites, effective 12/3/18

Classified

- Anna Hernandez, Food Service Worker II – 2.5 hrs., Kennedy, effective 11/1/18
- Jacine Reyes, READY Program Tutor – 4.5 hrs., Roosevelt, effective 10/22/18
- Timothy Wedderburn, Groundskeeper II – 8.0 hrs., Grounds/DSF, effective 11/1/18

Yard Supervisors

- Tia Cooper, Yard Supervisor – 3.25 hrs., Wilson, effective 10/31/18
- Angela Corona, Yard Supervisor – 3.0 hrs., Roosevelt, effective 10/23/18
- Jennifer Navarro Rodriguez, Yard Supervisor – 3.0 hrs., Lincoln, effective 10/23/18

### Temporary Employees/Substitutes

- Regine Abad, Percussion Coach, Jefferson, effective 10/22/18 to 6/6/19
- Lizeth Barraza Alcala, Short-term Yard Supervisor – 2.0 hrs., Simas, effective 10/23/18 to 12/21/18
- Oscar Barron, Short-term Licensed Vocational Nurse – 4.0 hrs., Kennedy, effective 11/5/18 to 12/21/18
- Tiffany Cantu, Short-term Yard Supervisor – 1.5 hrs., King, effective 10/23/18 to 12/21/18
- Yesenia Caro, Short-term Yard Supervisor – 1.0 hr. Roosevelt, effective 10/23/18 to 12/21/18
- Alix Carranza, Substitute Custodian I, effective 10/22/18
- Marlyn Chang, Short-term Bilingual Licensed Vocational Nurse – 4.0 hrs., Kennedy, effective 11/5/18 to 12/21/18
- Angelica Davila, Substitute Yard Supervisor, effective 10/23/18; Short-term Yard Supervisor – 2.0 hrs., Richmond, effective 10/23/18 to 12/21/18
- Tia Cooper, Short-term Yard Supervisor – .75 hr., Wilson (PE schedule), effective 11/13/18 to 5/17/19
- Maria Villa Fernandez, Substitute Custodian I, effective 10/15/18
- Omar Arellan Gallardo, Substitute Groundskeeper II, effective 11/5/18
- Mayra Garcia, Substitute Bus Driver, Translator: Oral Interpreter and Written Translator, effective 11/2/18
- Anna Hernandez, Substitute Yard Supervisor, effective 11/2/18
- Edgar Hernandez, Short-term Custodian II – 7.0 hrs., Monroe, effective 11/6/18 to 1/11/19
- Blakely Johnson-Lee, Substitute Alternative Education Program Aide, Special Circumstance Aide, and Special Education Aide, effective 10/29/18
- Valerie Esparza-Lopez, Short-term READY Program Tutor – 1.5 hrs., (T, Th), School Climate Activity at King, effective 10/16/18 to 12/20/18
- Amy McClard, Substitute Yard Supervisor, effective 10/26/18
- Reunite Mims, Short-term Yard Supervisor – 1.5 hrs., Hamilton, effective 10/24/18 to 12/21/18
- Arianna Nava, Short-term READY Program Tutor – 4.5 hrs., Hamilton, effective 10/31/18 to 12/21/18
- Ian Parra, Substitute READY Program Tutor, effective 10/17/18
- Nalleli Pelayo, Substitute READY Program Tutor, Translator: Oral Interpreter and Written Translator, effective 10/31/18
- Danira Sandoval, Short-term READY Program Tutor – 4.5 hrs., King, effective 10/23/18 to 12/17/18
- Keshia Spain, Substitute READY Program Tutor, effective 10/17/18; Short-term READY Program Tutor – 4.5 hrs., Hamilton, effective 11/5/18 to 12/21/18

Temporary Employees/Substitutes

- Melonie Thomas, Substitute READY Program Tutor, Special Circumstance Aide and Special Education Aide, effective 10/15/18
- Colett Vasquez, Substitute Yard Supervisor, effective 10/29/18; Short-term Yard Supervisor – 2.0 hrs., Roosevelt, effective 10/29/18 to 12/21/18

**b. Employment and Certification of Temporary Athletic Team Coaches Pursuant to Title 5 CCR 5594**

- Mariah Benitez, 4-6 Girls Basketball Coach, Hamilton, effective 11/12/18 to 2/15/19
- Christopher Kuenning, 4-6 Girls Basketball Coach, Washington, effective 11/12/18 to 2/9/19

**c. Resignations**

- Kerri Borba, Substitute Educational Interpreter, effective 8/14/18
- Cheyenne Breer, Substitute Yard Supervisor, effective 8/15/18

**d. More Hours**

- Esmeralda Ledesma, Yard Supervisor, from 2.5 to 3.0 hrs., Lincoln, effective 10/23/18
- Carlos Perez-Reyna, Yard Supervisor, from 1.5 hrs., to 2.5 hrs., Roosevelt, effective 10/23/18
- Sherri Sumaya, Yard Supervisor, from 3.0 hrs. to 3.5 hrs., Hamilton, effective 10/17/18

**e. Volunteers**

<u>Name</u>	<u>School</u>
Melisa Rodriguez	Hamilton
Daisy Garcia	Jefferson
Greg Moreno	Jefferson
Rosa Nieves	Jefferson
Michael Taylor	King
Maria Callente	Lincoln
Esmeralda Ledesma (HESD Employee)	Lincoln
Ashley Borges-Brieno	Monroe
Sam Brieno	Monroe
Keith Hernandez	Monroe
Claudia Magallan	Monroe
Molly Sparks	Monroe
Haley Waddell	Monroe
Rebecca Anderson	Richmond
Elizabeth Garcia	Richmond
Bibiana Ramirez Rodriguez	Richmond
Sandy Renteria	Richmond
Frances Resendez	Roosevelt

**e. Volunteers** (continued)

Linsey Hughes	Simas
Cecilia Luviano	Simas
Guillermo Luviano Aguirre	Simas
Jessica Maldonado	Simas
Jaime Ortiz	Simas
Juan Santana Lopez	Simas
Jose Zuniga Chinchilla	Simas
Nicholas Almanza	Washington
Kenneth Bailey	Washington
Priscilla Carrasco	Washington
Robert Gonzalez	Washington
Julie Lloyd	Washington
Maribii Pratt	Kennedy
Karina Mascorro	Kennedy/Wilson/Kennedy

**RECOMMENDATION:** Approve.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**Consider approval of the 1<sup>st</sup> Interim Report.**PURPOSE:**

The 1<sup>st</sup> Interim Report is a financial summary of the District's budget through October 31, 2018. Included for your review are several reports that are required to be filed with the Kings County Office of Education that support the District's "Positive" self-certification.

**FISCAL IMPACT:**

See attached.

**RECOMMENDATIONS:**Approve the 1<sup>st</sup> Interim Report.



## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☐ Board Meeting  
☒ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**Consider the adoption of Resolution #09-19: 18-19 Budget revisions-1<sup>st</sup> interim**PURPOSE:**

The Kings County Office of Education requires a formal budget revision with the approval of the 1<sup>st</sup> interim report. Attached are the details of the changes since the budget was last revised on August 8, 2018.

**FISCAL IMPACT:**

See attached

**RECOMMENDATIONS:**

Adopt Resolution #09-19.

# General Fund Budget Comparison

	18/19 revised	18/19 1st interim	Change	Explanation
<b>BEGINNING BALANCE</b>				
Net Beginning Balance	\$10,499,722	\$10,335,563		
<b>REVENUES</b>				
LCFF Sources	\$56,606,827	\$56,531,564	(\$75,263)	Reduction of unduplicated average percentage from 83.50% to 83.31%
Federal Revenues	\$3,587,176	\$3,643,362	\$56,186	\$56k MAA revenue
Other State Revenues	\$5,769,913	\$5,834,094	\$64,181	\$58k unrestricted lottery / \$57k restricted lottery / (\$40k) STRS on behalf revenue
Other Local Revenues	\$2,633,593	\$2,763,659	\$130,066	\$89k bus replacement revenue / \$30k interest
<b>Total, Revenues</b>	<b>\$68,597,509</b>	<b>\$68,772,679</b>	<b>\$175,170</b>	
<b>EXPENDITURES</b>				
Certificated Salaries	\$27,871,802	\$27,733,897	(\$137,905)	(\$94k) teacher attrition savings includes additional 0.6 FTE / (\$6k) in certificated stipends / (\$13k) administrator attrition savings
Classified Salaries	\$11,245,470	\$11,327,363	\$81,893	\$28k additional grounds position / \$32k additional computer technician position / \$10k media services extra time
Employee Benefits	\$17,286,562	\$17,171,209	(\$115,353)	(\$18k) teacher attrition savings/ \$16k grounds position / \$15k computer technician position / (\$119k) medical plan savings / (\$40k) STRS on behalf revenue
Books and Supplies	\$3,930,728	\$3,992,586	\$61,858	\$16k PE speaker systems / \$28k site general purpose budgets / \$26k MediCal carryover
Services, Oth Oper Exp	\$3,704,588	\$3,753,807	\$49,219	\$24k MediCal carryover
Capital Outlay	\$1,399,512	\$1,587,130	\$187,618	\$179k bus purchase
Other Outgo(excl. 7300's)	\$1,620,171	\$1,498,030	(\$122,141)	(\$28k) LCFF ADA transfer / (\$93k) KCOE aides
Direct/Indirect Support	(\$347,000)	(\$347,000)	\$0	
<b>Total Expenditures</b>	<b>\$66,711,833</b>	<b>\$66,717,023</b>	<b>\$5,190</b>	
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers				
Transfers In	\$0	\$0	\$0	
Transfers Out	\$1,261,500	\$1,451,093	\$189,593	\$200k transfer to capital reserve fund for rehabilitation of old administration offices at Roosevelt and Monroe
Other Sources/Uses		\$0		
Sources	\$0	\$0	\$0	
Contributions	\$0	\$0	\$0	
<b>Total, Other Financing Sources/Uses</b>	<b>(\$1,261,500)</b>	<b>(\$1,451,093)</b>	<b>(\$189,593)</b>	
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>	<b>\$624,176</b>	<b>\$604,563</b>	<b>(\$19,613)</b>	
<b>ENDING FUND BALANCE</b>	<b>\$11,123,898</b>	<b>\$10,940,126</b>	<b>(\$19,613)</b>	

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

159/205

The Matter of  
Adopting Budget  
Revisions

**RESOLUTION #: 09-19**

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

The Board of Trustees adopted this resolution on 11/14/2018 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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Clerk of the Governing Board

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
0100-0000-0-0000-0000-801100-000-0000	\$48,409,831.00	(\$258,896.00)	\$48,150,935.00
0100-0000-0-0000-0000-802100-000-0000	\$37,162.00	(\$418.00)	\$36,744.00
0100-0000-0-0000-0000-804100-000-0000	\$3,404,714.00	\$308,544.00	\$3,713,258.00
0100-0000-0-0000-0000-804200-000-0000	\$136,258.00	\$29,541.00	\$165,799.00
0100-0000-0-0000-0000-804300-000-0000	\$66,143.00	(\$11,109.00)	\$55,034.00
0100-0000-0-0000-0000-804400-000-0000	\$98,555.00	(\$89,996.00)	\$8,559.00
0100-0000-0-0000-0000-804500-000-0000	(\$1,236,161.00)	(\$34,449.00)	(\$1,270,610.00)
0100-0000-0-0000-0000-804700-000-0000	\$12,388.00	(\$994.00)	\$11,394.00
0100-0000-0-0000-0000-809600-000-0000	(\$203,319.00)	(\$17,486.00)	(\$220,805.00)
0100-0000-0-0000-0000-829000-000-0184	\$0.00	\$56,730.88	\$56,730.88
0100-0000-0-0000-0000-855000-000-0000	\$162,500.00	\$4,170.00	\$166,670.00
0100-0000-0-0000-0000-855000-000-1111	\$999,000.00	(\$14,577.00)	\$984,423.00
0100-0000-0-0000-0000-866000-000-0000	\$120,000.00	\$30,000.00	\$150,000.00
0100-0000-0-0000-0000-898000-000-0000	(\$13,742,693.00)	(\$44,084.88)	(\$13,786,777.88)
0100-0000-0-0000-0000-898030-000-0000	(\$3,119,107.00)	(\$61,942.00)	(\$3,181,049.00)
0100-1100-0-0000-0000-856000-000-0000	\$802,000.00	\$58,000.00	\$860,000.00
0100-1100-0-0000-0000-898000-000-0000	(\$567,920.00)	(\$19,479.00)	(\$587,399.00)
0100-1100-0-0000-0000-898000-022-0000	\$46,740.00	\$3,454.00	\$50,194.00
0100-1100-0-0000-0000-898000-023-0000	\$34,352.00	\$1,250.00	\$35,602.00
0100-1100-0-0000-0000-898000-024-0000	\$53,200.00	\$1,250.00	\$54,450.00
0100-1100-0-0000-0000-898000-025-0000	\$35,340.00	\$1,250.00	\$36,590.00
0100-1100-0-0000-0000-898000-026-0000	\$45,828.00	\$1,250.00	\$47,078.00
0100-1100-0-0000-0000-898000-027-0000	\$40,736.00	\$1,361.00	\$42,097.00
0100-1100-0-0000-0000-898000-028-0000	\$37,772.00	\$2,440.00	\$40,212.00
0100-1100-0-0000-0000-898000-029-0000	\$36,176.00	\$1,250.00	\$37,426.00
0100-1100-0-0000-0000-898000-030-0000	\$117,151.00	\$1,250.00	\$118,401.00
0100-1100-0-0000-0000-898000-031-0000	\$120,625.00	\$4,724.00	\$125,349.00
0100-3010-0-0000-0000-829000-000-0000	\$2,600,318.00	(\$749.00)	\$2,599,569.00
0100-3010-0-0000-0000-899000-000-0000	(\$1,107,828.00)	(\$226.00)	(\$1,108,054.00)
0100-3150-0-0000-0000-899000-000-0000	\$1,107,828.00	\$226.00	\$1,108,054.00
0100-9029-0-0000-0000-869900-000-1111	\$0.00	\$89,487.32	\$89,487.32
0100-9029-0-0000-0000-898000-000-1111	\$0.00	\$93,131.12	\$93,131.12
0100-9044-0-0000-0000-869900-000-0000	\$0.00	\$519.49	\$519.49
0100-0097-0-0000-0000-869900-000-0000	\$27,000.00	(\$151.00)	\$26,849.00
0100-0332-0-0000-0000-898000-000-0000	\$13,681,325.00	(\$100,586.24)	\$13,580,738.76
0100-0332-0-0000-0000-898000-062-0000	(\$223,723.00)	\$10,381.00	(\$213,342.00)
0100-3310-0-5770-0000-818100-000-0000	\$205,461.00	\$505.00	\$205,966.00
0100-3310-0-5770-0000-898000-000-0000	\$61,368.00	\$51,540.00	\$112,908.00
0100-3311-0-5770-0000-818100-000-0000	\$583.00	(\$300.00)	\$283.00
0100-4035-0-0000-0000-829000-000-0000	\$405,424.00	(\$166,765.00)	\$238,659.00
0100-4035-0-0000-0000-899000-000-0000	\$0.00	\$166,764.00	\$166,764.00
0100-4127-0-0000-0000-829000-000-0000	\$0.00	\$166,764.00	\$166,764.00
0100-4127-0-0000-0000-899000-000-0000	\$0.00	(\$166,764.00)	(\$166,764.00)
0100-6010-0-0000-0000-898000-000-0000	\$223,723.00	(\$10,381.00)	\$213,342.00

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
0100-6300-0-0000-0000-856000-000-0000	\$266,000.00	\$56,500.00	\$322,500.00
0100-6500-0-5770-0000-879200-000-0000	\$1,607,977.00	\$19,460.00	\$1,627,437.00
0100-6500-0-5770-0000-898030-000-0000	\$3,119,107.00	\$61,942.00	\$3,181,049.00
0100-6500-0-5770-1180-879200-001-0000	\$15,000.00	(\$9,250.00)	\$5,750.00
0100-7690-0-0000-0000-859000-000-0000	\$2,159,687.00	(\$39,912.00)	\$2,119,775.00
0100-9010-0-0000-0000-899000-000-0000	\$0.00	(\$6,552.25)	(\$6,552.25)
0100-9010-0-0000-0000-899000-055-0000	\$0.00	\$6,552.25	\$6,552.25
***Income Total	<u>\$60,096,521.00</u>	<u>\$175,169.69</u>	<u>\$60,271,690.69</u>
<b>Expenses</b>			
0100-0332-0-0000-2420-330200-025-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-026-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-027-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-028-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-029-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-030-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-031-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-056-0000	\$4,586.00	\$5.00	\$4,591.00
0100-0332-0-0000-2420-330200-061-0000	\$31,851.00	\$2,653.00	\$34,504.00
0100-0332-0-0000-2420-340200-061-0000	\$72,318.00	\$6,027.00	\$78,345.00
0100-0332-0-0000-2420-350200-061-0000	\$208.00	\$18.00	\$226.00
0100-0332-0-0000-2420-360200-020-0000	\$5,184.00	\$22.00	\$5,206.00
0100-0332-0-0000-2420-360200-020-0021	\$475.00	\$19.00	\$494.00
0100-0332-0-0000-2420-360200-022-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-023-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-024-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-025-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-026-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-027-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-028-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-029-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-030-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-031-0000	\$0.00	\$17.00	\$17.00
0100-0332-0-0000-2420-360200-056-0000	\$1,127.00	\$1.00	\$1,128.00
0100-0332-0-0000-2420-360200-061-0000	\$7,827.00	\$652.00	\$8,479.00
0100-0332-0-0000-2420-575095-020-0021	(\$33,712.00)	(\$1,092.00)	(\$34,804.00)
0100-0332-0-0000-2495-430000-029-0000	\$0.00	\$1,000.00	\$1,000.00
0100-0332-0-0000-2495-430000-031-0000	\$0.00	\$300.00	\$300.00
0100-0332-0-0000-2495-430000-055-0000	\$0.00	\$2,000.00	\$2,000.00
0100-0332-0-0000-2495-575030-005-0000	\$4,046.00	(\$100.00)	\$3,946.00
0100-0332-0-0000-2495-575030-031-0000	\$2,000.00	(\$300.00)	\$1,700.00
0100-0332-0-0000-2495-575030-055-0000	\$0.00	\$500.00	\$500.00
0100-0332-0-0000-2700-130000-025-0000	\$38,923.00	(\$5,651.00)	\$33,272.00
0100-0332-0-0000-2700-130000-026-0000	\$36,387.00	\$1,439.00	\$37,826.00

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0332-0-0000-2700-130000-027-0000	\$34,603.00	(\$1.00)	\$34,602.00
0100-0332-0-0000-2700-130000-030-0000	\$156,477.00	(\$1.00)	\$156,476.00
0100-0332-0-0000-2700-130000-031-0000	\$156,477.00	(\$1.00)	\$156,476.00
0100-0332-0-0000-2700-240000-062-0000	\$29,481.00	\$27.00	\$29,508.00
0100-0332-0-0000-2700-310100-025-0000	\$6,337.00	(\$920.00)	\$5,417.00
0100-0332-0-0000-2700-310100-026-0000	\$5,924.00	\$234.00	\$6,158.00
0100-0332-0-0000-2700-320200-062-0000	\$5,667.00	\$5.00	\$5,672.00
0100-0332-0-0000-2700-330100-025-0000	\$564.00	(\$82.00)	\$482.00
0100-0332-0-0000-2700-330100-026-0000	\$528.00	\$20.00	\$548.00
0100-0332-0-0000-2700-330200-062-0000	\$2,401.00	\$2.00	\$2,403.00
0100-0332-0-0000-2700-340100-030-0000	\$19,121.00	(\$3,237.00)	\$15,884.00
0100-0332-0-0000-2700-340100-031-0000	\$19,121.00	(\$3,237.00)	\$15,884.00
0100-0332-0-0000-2700-350100-025-0000	\$19.00	(\$2.00)	\$17.00
0100-0332-0-0000-2700-350100-026-0000	\$18.00	\$1.00	\$19.00
0100-0332-0-0000-2700-360100-025-0000	\$732.00	(\$106.00)	\$626.00
0100-0332-0-0000-2700-360100-026-0000	\$684.00	\$27.00	\$711.00
0100-0332-0-0000-3110-120000-020-0000	\$473,788.00	(\$13.00)	\$473,775.00
0100-0332-0-0000-3110-130000-023-0000	\$77,964.00	(\$1.00)	\$77,963.00
0100-0332-0-0000-3110-130000-024-0000	\$77,964.00	(\$1.00)	\$77,963.00
0100-0332-0-0000-3110-130000-025-0000	\$77,964.00	(\$11,321.00)	\$66,643.00
0100-0332-0-0000-3110-130000-026-0000	\$72,883.00	\$2,882.00	\$75,765.00
0100-0332-0-0000-3110-130000-028-0000	\$79,298.00	(\$1.00)	\$79,297.00
0100-0332-0-0000-3110-130000-029-0000	\$77,964.00	(\$1.00)	\$77,963.00
0100-0332-0-0000-3110-130000-030-0000	\$79,298.00	(\$1.00)	\$79,297.00
0100-0332-0-0000-3110-130000-031-0000	\$79,298.00	(\$1.00)	\$79,297.00
0100-0332-0-0000-3110-310100-023-0000	\$12,693.00	(\$1.00)	\$12,692.00
0100-0332-0-0000-3110-310100-024-0000	\$12,693.00	(\$1.00)	\$12,692.00
0100-0332-0-0000-3110-310100-025-0000	\$12,693.00	(\$1,843.00)	\$10,850.00
0100-0332-0-0000-3110-310100-026-0000	\$11,865.00	\$470.00	\$12,335.00
0100-0000-0-0000-2100-130000-053-0000	\$149,640.00	(\$2.00)	\$149,638.00
0100-0000-0-0000-2100-130000-062-0000	\$149,640.00	(\$2.00)	\$149,638.00
0100-0000-0-0000-2100-130040-053-0000	\$0.00	\$1,380.00	\$1,380.00
0100-0000-0-0000-2100-240000-062-0000	\$125,113.00	\$26.00	\$125,139.00
0100-0000-0-0000-2100-310100-053-0000	\$24,361.00	\$225.00	\$24,586.00
0100-0000-0-0000-2100-320200-062-0000	\$22,866.00	\$5.00	\$22,871.00
0100-0000-0-0000-2100-330100-053-0000	\$2,170.00	\$20.00	\$2,190.00
0100-0000-0-0000-2100-330200-062-0000	\$9,686.00	\$2.00	\$9,688.00
0100-0000-0-0000-2100-350100-053-0000	\$75.00	\$1.00	\$76.00
0100-0000-0-0000-2100-360100-053-0000	\$2,813.00	\$26.00	\$2,839.00
0100-0000-0-0000-2100-360200-062-0000	\$2,380.00	\$1.00	\$2,381.00
0100-0000-0-0000-2100-370100-001-0000	\$1,084.00	\$17,107.00	\$18,191.00
0100-0000-0-0000-2100-370200-001-0000	\$0.00	\$4,053.00	\$4,053.00
0100-0000-0-0000-2100-430000-053-0000	\$2,000.00	(\$600.00)	\$1,400.00
0100-0000-0-0000-2140-370100-001-0000	\$12,897.00	(\$12,897.00)	\$0.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0000-0-0000-2140-430000-053-0000	\$0.00	\$600.00	\$600.00
0100-0000-0-0000-2140-440000-010-0000	\$0.00	\$2,731.66	\$2,731.66
0100-0000-0-0000-2420-220020-053-0000	\$10,000.00	(\$2,000.00)	\$8,000.00
0100-0000-0-0000-2420-320200-053-0000	\$1,806.00	(\$361.00)	\$1,445.00
0100-0000-0-0000-2420-330200-053-0000	\$765.00	(\$153.00)	\$612.00
0100-0000-0-0000-2420-350200-053-0000	\$5.00	(\$1.00)	\$4.00
0100-0000-0-0000-2420-360200-053-0000	\$188.00	(\$38.00)	\$150.00
0100-0000-0-0000-2420-370200-001-0000	\$0.00	\$9,483.00	\$9,483.00
0100-0000-0-0000-2420-420000-052-0021	\$174.00	(\$34.70)	\$139.30
0100-0000-0-0000-2420-420000-052-0022	\$184.00	(\$81.55)	\$102.45
0100-0000-0-0000-2420-420000-052-0023	\$316.00	(\$104.00)	\$212.00
0100-0000-0-0000-2420-420000-052-0024	\$124.00	\$65.99	\$189.99
0100-0000-0-0000-2420-420000-052-0025	\$91.00	\$40.00	\$131.00
0100-0000-0-0000-2420-420000-052-0026	\$56.00	\$48.00	\$104.00
0100-0000-0-0000-2420-420000-052-0027	\$155.00	(\$108.64)	\$46.36
0100-0000-0-0000-2420-420000-052-0028	\$367.00	(\$121.00)	\$246.00
0100-0000-0-0000-2420-420000-052-0029	\$319.00	(\$139.00)	\$180.00
0100-0000-0-0000-2420-420000-052-0030	\$461.00	(\$461.00)	\$0.00
0100-0000-0-0000-2420-420000-052-0031	\$440.00	\$430.84	\$870.84
0100-0000-0-0000-2495-290020-060-0000	\$250.00	\$549.00	\$799.00
0100-0000-0-0000-2495-320200-060-0000	\$45.00	\$99.00	\$144.00
0100-0000-0-0000-2495-330200-060-0000	\$19.00	\$42.00	\$61.00
0100-0000-0-0000-2495-360200-060-0000	\$5.00	\$10.00	\$15.00
0100-0000-0-0000-2700-130000-022-0000	\$125,875.00	(\$1.00)	\$125,874.00
0100-0000-0-0000-2700-130000-023-0000	\$127,875.00	(\$1.00)	\$127,874.00
0100-0000-0-0000-2700-130000-024-0000	\$127,875.00	(\$1.00)	\$127,874.00
0100-0000-0-0000-2700-130000-025-0000	\$127,875.00	(\$1.00)	\$127,874.00
0100-0000-0-0000-2700-130000-026-0000	\$127,875.00	(\$1.00)	\$127,874.00
0100-0000-0-0000-2700-130000-027-0000	\$125,875.00	(\$1.00)	\$125,874.00
0100-9010-0-7110-3140-120040-055-0000	\$3,650.00	(\$3,650.00)	\$0.00
0100-0332-0-0000-3110-310100-027-0000	\$11,284.00	(\$1.00)	\$11,283.00
0100-0332-0-0000-3110-310100-029-0000	\$12,693.00	(\$1.00)	\$12,692.00
0100-0332-0-0000-3110-330100-025-0000	\$1,130.00	(\$164.00)	\$966.00
0100-0332-0-0000-3110-330100-026-0000	\$1,057.00	\$42.00	\$1,099.00
0100-0332-0-0000-3110-350100-025-0000	\$39.00	(\$6.00)	\$33.00
0100-0332-0-0000-3110-350100-026-0000	\$36.00	\$2.00	\$38.00
0100-0332-0-0000-3110-360100-025-0000	\$1,466.00	(\$213.00)	\$1,253.00
0100-0332-0-0000-3110-360100-026-0000	\$1,370.00	\$54.00	\$1,424.00
0100-0332-0-0000-3130-130000-063-0000	\$140,622.00	(\$1.00)	\$140,621.00
0100-0332-0-0000-3130-240000-063-0000	\$56,973.00	\$54.00	\$57,027.00
0100-0332-0-0000-3130-290000-020-0000	\$493,611.00	(\$18,061.00)	\$475,550.00
0100-0332-0-0000-3130-290000-053-0000	\$54,929.00	(\$2,195.00)	\$52,734.00
0100-0332-0-0000-3130-320200-020-0000	\$89,146.00	(\$3,262.00)	\$85,884.00
0100-0332-0-0000-3130-320200-053-0000	\$9,920.00	(\$396.00)	\$9,524.00

**Pending Budget Revision**  
**Control Number 20190004**

Resolution No. 09-19

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0332-0-0000-3130-320200-063-0000	\$10,434.00	\$9.00	\$10,443.00
0100-0332-0-0000-3130-330200-020-0000	\$37,761.00	(\$1,381.00)	\$36,380.00
0100-0332-0-0000-3130-330200-053-0000	\$4,202.00	(\$168.00)	\$4,034.00
0100-0332-0-0000-3130-330200-063-0000	\$4,420.00	\$4.00	\$4,424.00
0100-0332-0-0000-3130-340200-020-0000	\$96,424.00	(\$6,474.00)	\$89,950.00
0100-0332-0-0000-3130-350200-020-0000	\$247.00	(\$9.00)	\$238.00
0100-0332-0-0000-3130-350200-053-0000	\$27.00	(\$1.00)	\$26.00
0100-0332-0-0000-3130-360200-020-0000	\$9,280.00	(\$340.00)	\$8,940.00
0100-0332-0-0000-3130-360200-053-0000	\$1,033.00	(\$42.00)	\$991.00
0100-0332-0-0000-3130-360200-063-0000	\$1,086.00	\$1.00	\$1,087.00
0100-0332-0-0000-3140-120040-030-0000	\$0.00	\$1,132.00	\$1,132.00
0100-0332-0-0000-3140-220000-020-0000	\$323,329.00	\$426.00	\$323,755.00
0100-0332-0-0000-3140-220000-020-0021	\$32,242.00	\$50.00	\$32,292.00
0100-0332-0-0000-3140-220020-030-0000	\$0.00	\$427.00	\$427.00
0100-0332-0-0000-3140-310100-030-0000	\$0.00	\$184.00	\$184.00
0100-0332-0-0000-3140-320200-020-0000	\$58,393.00	\$77.00	\$58,470.00
0100-0332-0-0000-3140-320200-020-0021	\$5,823.00	\$9.00	\$5,832.00
0100-0332-0-0000-3140-320200-030-0000	\$0.00	\$77.00	\$77.00
0100-0332-0-0000-3140-330100-030-0000	\$0.00	\$16.00	\$16.00
0100-0332-0-0000-3140-330200-020-0000	\$24,735.00	\$32.00	\$24,767.00
0100-0332-0-0000-3140-330200-020-0021	\$2,467.00	\$3.00	\$2,470.00
0100-0332-0-0000-3140-330200-030-0000	\$0.00	\$33.00	\$33.00
0100-0332-0-0000-3140-350100-030-0000	\$0.00	\$1.00	\$1.00
0100-0332-0-0000-3140-360100-030-0000	\$0.00	\$21.00	\$21.00
0100-0332-0-0000-3140-360200-020-0000	\$6,079.00	\$8.00	\$6,087.00
0100-0332-0-0000-3140-360200-020-0021	\$606.00	\$1.00	\$607.00
0100-0332-0-0000-3140-360200-030-0000	\$0.00	\$8.00	\$8.00
0100-0332-0-0000-3140-575095-020-0021	(\$53,207.00)	(\$63.00)	(\$53,270.00)
0100-0332-0-1110-1000-110000-023-0000	\$146,076.00	\$1,200.00	\$147,276.00
0100-0332-0-1110-1000-110010-022-0000	\$423.00	\$836.00	\$1,259.00
0100-0332-0-1110-1000-110010-025-0000	\$424.00	\$481.00	\$905.00
0100-0332-0-1110-1000-110010-029-0000	\$0.00	\$418.00	\$418.00
0100-0332-0-1110-1000-110040-027-0000	\$0.00	\$836.00	\$836.00
0100-0332-0-1110-1000-110040-028-0000	\$0.00	\$836.00	\$836.00
0100-0332-0-1110-1000-210000-020-0000	\$36,185.00	(\$20,539.00)	\$15,646.00
0100-0332-0-1110-1000-290000-020-0000	\$672,912.00	(\$73,311.00)	\$599,601.00
0100-0332-0-1110-1000-290000-020-0021	\$47,086.00	\$3,222.00	\$50,308.00
0100-0332-0-1110-1000-290020-020-0021	\$1,000.00	\$275.00	\$1,275.00
0100-0332-0-1110-1000-290020-022-0000	\$1,485.00	\$390.00	\$1,875.00
0100-0332-0-1110-1000-290020-023-0000	\$985.00	\$290.00	\$1,275.00
0100-0332-0-1110-1000-290020-024-0000	\$1,766.00	\$372.00	\$2,138.00
0100-0332-0-1110-1000-290020-025-0000	\$1,047.00	\$341.00	\$1,388.00
0100-0332-0-1110-1000-290020-026-0000	\$1,266.00	\$272.00	\$1,538.00
0100-0332-0-1110-1000-290020-027-0000	\$1,328.00	\$285.00	\$1,613.00



**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0332-0-1110-1000-290020-028-0000	\$1,094.00	\$256.00	\$1,350.00
0100-0332-0-1110-1000-290020-029-0000	\$1,016.00	\$409.00	\$1,425.00
0100-0332-0-1110-1000-290020-030-0000	\$1,156.00	(\$572.00)	\$584.00
0100-0332-0-1110-1000-290020-031-0000	\$1,156.00	\$307.00	\$1,463.00
0100-0332-0-1110-1000-310100-022-0000	\$69.00	\$136.00	\$205.00
0100-0332-0-1110-1000-310100-023-0000	\$23,944.00	\$195.00	\$24,139.00
0100-0332-0-1110-1000-310100-025-0000	\$69.00	\$78.00	\$147.00
0100-0332-0-1110-1000-310100-027-0000	\$11,350.00	\$136.00	\$11,486.00
0100-0332-0-1110-1000-310100-028-0000	\$11,646.00	\$136.00	\$11,782.00
0100-0332-0-1110-1000-310100-029-0000	\$10,353.00	\$68.00	\$10,421.00
0100-0332-0-1110-1000-320200-020-0000	\$131,715.00	(\$16,950.00)	\$114,765.00
0100-0332-0-1110-1000-320200-020-0001	(\$131,715.00)	\$16,950.00	(\$114,765.00)
0100-0332-0-1110-1000-320200-020-0021	\$9,045.00	\$632.00	\$9,677.00
0100-0332-0-1110-1000-320200-022-0000	\$268.00	\$71.00	\$339.00
0100-0332-0-1110-1000-320200-023-0000	\$178.00	\$52.00	\$230.00
0100-0332-0-1110-1000-320200-024-0000	\$319.00	\$67.00	\$386.00
0100-0332-0-1110-1000-320200-025-0000	\$189.00	\$62.00	\$251.00
0100-0332-0-1110-1000-320200-026-0000	\$229.00	\$49.00	\$278.00
0100-0332-0-1110-1000-320200-027-0000	\$240.00	\$51.00	\$291.00
0100-0332-0-1110-1000-320200-028-0000	\$198.00	\$46.00	\$244.00
0100-0332-0-1110-1000-320200-029-0000	\$183.00	\$74.00	\$257.00
0100-0332-0-1110-1000-320200-030-0000	\$209.00	(\$104.00)	\$105.00
0100-0332-0-1110-1000-320200-031-0000	\$209.00	\$55.00	\$264.00
0100-0332-0-1110-1000-330100-022-0000	\$6.00	\$12.00	\$18.00
0100-0332-0-1110-1000-330100-023-0000	\$2,133.00	\$17.00	\$2,150.00
0100-0332-0-1110-1000-330100-025-0000	\$6.00	\$7.00	\$13.00
0100-0332-0-1110-1000-330100-027-0000	\$1,011.00	\$12.00	\$1,023.00
0100-0332-0-1110-1000-330100-028-0000	\$1,037.00	\$12.00	\$1,049.00
0100-0332-0-1110-1000-330100-029-0000	\$922.00	\$6.00	\$928.00
0100-0332-0-1110-1000-330200-020-0000	\$55,793.00	(\$7,180.00)	\$48,613.00
0100-0332-0-1110-1000-330200-020-0021	\$3,832.00	\$267.00	\$4,099.00
0100-0332-0-1110-1000-330200-022-0000	\$114.00	\$29.00	\$143.00
0100-0332-0-1110-1000-330200-023-0000	\$75.00	\$23.00	\$98.00
0100-0332-0-1110-1000-330200-024-0000	\$135.00	\$29.00	\$164.00
0100-0332-0-1110-1000-330200-025-0000	\$80.00	\$26.00	\$106.00
0100-0332-0-1110-1000-330200-026-0000	\$97.00	\$21.00	\$118.00
0100-0332-0-1110-1000-330200-027-0000	\$102.00	\$21.00	\$123.00
0100-0332-0-1110-1000-330200-028-0000	\$84.00	\$19.00	\$103.00
0100-0332-0-1110-1000-330200-029-0000	\$78.00	\$31.00	\$109.00
0100-0332-0-1110-1000-330200-030-0000	\$88.00	(\$43.00)	\$45.00
0100-0332-0-1110-1000-330200-031-0000	\$88.00	\$24.00	\$112.00
0100-0332-0-1110-1000-340100-023-0000	\$28,688.00	(\$3,237.00)	\$25,451.00
0100-0332-0-1110-1000-340200-020-0000	\$8,041.00	(\$6,744.00)	\$1,297.00
0100-0332-0-1110-1000-350100-022-0000	\$0.00	\$1.00	\$1.00

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0332-0-1110-1000-350200-020-0000	\$365.00	(\$47.00)	\$318.00
0100-0332-0-1110-1000-350200-020-0021	\$25.00	\$2.00	\$27.00
0100-0332-0-1110-1000-350200-025-0000	\$0.00	\$1.00	\$1.00
0100-0332-0-1110-1000-350200-029-0000	\$0.00	\$1.00	\$1.00
0100-0332-0-1110-1000-360100-022-0000	\$8.00	\$16.00	\$24.00
0100-0332-0-1110-1000-360100-023-0000	\$2,765.00	\$23.00	\$2,788.00
0100-0332-0-1110-1000-360100-025-0000	\$8.00	\$9.00	\$17.00
0100-0332-0-1110-1000-360100-027-0000	\$1,311.00	\$16.00	\$1,327.00
0100-0332-0-1110-1000-360100-028-0000	\$1,345.00	\$16.00	\$1,361.00
0100-0332-0-1110-1000-360100-029-0000	\$1,196.00	\$7.00	\$1,203.00
0100-0332-0-1110-1000-360200-020-0000	\$13,711.00	(\$1,764.00)	\$11,947.00
0100-0332-0-1110-1000-360200-020-0021	\$942.00	\$65.00	\$1,007.00
0100-0332-0-1110-1000-360200-022-0000	\$28.00	\$7.00	\$35.00
0100-0332-0-1110-1000-360200-023-0000	\$19.00	\$5.00	\$24.00
0100-0332-0-1110-1000-360200-024-0000	\$33.00	\$7.00	\$40.00
0100-0332-0-1110-1000-360200-025-0000	\$20.00	\$6.00	\$26.00
0100-0332-0-1110-1000-360200-026-0000	\$24.00	\$5.00	\$29.00
0100-0332-0-1110-1000-360200-027-0000	\$25.00	\$5.00	\$30.00
0100-0332-0-1110-1000-360200-028-0000	\$21.00	\$4.00	\$25.00
0100-0332-0-1110-1000-360200-029-0000	\$19.00	\$8.00	\$27.00
0100-0332-0-1110-1000-360200-030-0000	\$22.00	(\$11.00)	\$11.00
0100-0332-0-1110-1000-360200-031-0000	\$22.00	\$6.00	\$28.00
0100-0332-0-1110-1000-430000-022-0000	\$11,316.00	(\$1,000.00)	\$10,316.00
0100-0332-0-1110-1000-430000-025-0000	\$9,008.00	(\$576.00)	\$8,432.00
0100-0332-0-1110-1000-430000-027-0000	\$8,435.00	(\$1,831.23)	\$6,603.77
0100-0332-0-1110-1000-430000-028-0000	\$9,204.00	(\$1,724.00)	\$7,480.00
0100-0332-0-1110-1000-430000-029-0000	\$8,956.00	(\$1,500.00)	\$7,456.00
0100-0332-0-1110-1000-430000-030-0000	\$2,217.00	(\$826.00)	\$1,391.00
0100-0332-0-1110-1000-430000-050-0000	\$500,000.00	(\$20,422.00)	\$479,578.00
0100-0332-0-1110-1000-440000-027-0000	\$0.00	\$831.23	\$831.23
0100-0332-0-1110-1000-440000-028-0000	\$0.00	\$724.00	\$724.00
0100-0332-0-1110-1000-440000-050-0000	\$0.00	\$8,324.00	\$8,324.00
0100-0332-0-1110-1000-560000-050-0000	\$40,000.00	\$5,700.00	\$45,700.00
0100-0332-0-1110-1000-571005-056-0000	(\$18,022.00)	(\$310.00)	(\$18,332.00)
0100-0332-0-1110-1000-575030-055-0000	\$0.00	\$5,000.00	\$5,000.00
0100-0332-0-1110-1000-575095-020-0021	(\$63,930.00)	(\$4,463.00)	(\$68,393.00)
0100-0332-0-1110-1000-580000-050-0000	\$0.00	\$5,546.00	\$5,546.00
0100-0332-0-1110-1000-590030-050-0000	\$0.00	\$852.00	\$852.00
0100-0332-0-1135-4000-110040-057-0020	\$40,800.00	(\$4,800.00)	\$36,000.00
0100-0332-0-1135-4000-130000-057-0000	\$64,938.00	(\$1.00)	\$64,937.00
0100-0332-0-1135-4000-310100-057-0020	\$6,642.00	(\$781.00)	\$5,861.00
0100-0332-0-1135-4000-330100-057-0020	\$592.00	(\$70.00)	\$522.00
0100-0332-0-1135-4000-350100-057-0020	\$20.00	(\$2.00)	\$18.00
0100-0332-0-1135-4000-360100-057-0020	\$767.00	(\$90.00)	\$677.00

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0332-0-1156-1000-110000-020-0000	\$350,479.00	\$5,194.00	\$355,673.00
0100-0332-0-1156-1000-310100-020-0000	\$57,058.00	\$846.00	\$57,904.00
0100-0332-0-1156-1000-330100-020-0000	\$5,082.00	\$75.00	\$5,157.00
0100-0332-0-1156-1000-340100-020-0000	\$64,548.00	(\$3,237.00)	\$61,311.00
0100-0332-0-1156-1000-350100-020-0000	\$175.00	\$3.00	\$178.00
0100-0332-0-1156-1000-360100-020-0000	\$6,589.00	\$98.00	\$6,687.00
0100-0332-0-1156-1000-440000-075-0030	\$4,925.00	(\$1,400.00)	\$3,525.00
0100-0332-0-1156-1000-440000-075-0031	\$4,925.00	(\$1,400.00)	\$3,525.00
0100-0332-0-1156-1000-560000-075-0030	\$7,100.00	\$280.00	\$7,380.00
0100-0332-0-1156-1000-560000-075-0031	\$7,100.00	\$280.00	\$7,380.00
0100-0332-0-1160-1000-110000-020-0000	\$315,853.00	(\$3,621.00)	\$312,232.00
0100-0332-0-1160-1000-310100-020-0000	\$51,421.00	(\$590.00)	\$50,831.00
0100-0332-0-1160-1000-330100-020-0000	\$4,580.00	(\$53.00)	\$4,527.00
0100-0332-0-1160-1000-340100-020-0000	\$57,376.00	(\$6,474.00)	\$50,902.00
0100-0332-0-1160-1000-350100-020-0000	\$158.00	(\$2.00)	\$156.00
0100-0332-0-1160-1000-360100-020-0000	\$5,938.00	(\$68.00)	\$5,870.00
0100-0332-0-1160-1000-430000-020-0000	\$0.00	\$1,591.14	\$1,591.14
0100-0332-0-1160-1000-430021-020-0000	\$400.00	\$400.00	\$800.00
0100-0332-0-1160-1000-440000-020-0000	\$0.00	\$16,133.62	\$16,133.62
0100-0332-0-3550-1000-210000-038-0000	\$64,405.00	(\$2,231.00)	\$62,174.00
0100-0332-0-3550-1000-320200-038-0000	\$11,671.00	(\$403.00)	\$11,268.00
0100-0332-0-3550-1000-330200-038-0000	\$4,944.00	(\$171.00)	\$4,773.00
0100-0332-0-3550-1000-350200-038-0000	\$32.00	(\$1.00)	\$31.00
0100-0332-0-3550-1000-360200-038-0000	\$1,215.00	(\$42.00)	\$1,173.00
0100-0332-0-3550-2700-130000-038-0000	\$64,938.00	(\$1.00)	\$64,937.00
0100-0332-0-3550-3130-240000-038-0000	\$62,158.00	\$37.00	\$62,195.00
0100-0332-0-3550-3130-320200-038-0000	\$11,226.00	\$6.00	\$11,232.00
0100-0332-0-3550-3130-330200-038-0000	\$4,755.00	\$3.00	\$4,758.00
0100-1100-0-0000-2700-571030-027-0000	\$100.00	\$1,300.00	\$1,400.00
0100-1100-0-1110-1000-430000-022-0000	\$19,603.00	(\$846.00)	\$18,757.00
0100-1100-0-1110-1000-430000-023-0000	\$12,489.00	\$1,250.00	\$13,739.00
0100-1100-0-1110-1000-430000-024-0000	\$26,282.00	\$253.88	\$26,535.88
0100-1100-0-1110-1000-430000-025-0000	\$15,894.00	\$1,250.00	\$17,144.00
0100-1100-0-1110-1000-430000-026-0000	\$23,844.00	\$10,697.66	\$34,541.66
0100-1100-0-1110-1000-430000-027-0000	\$19,686.00	\$61.00	\$19,747.00
0100-1100-0-1110-1000-430000-028-0000	\$17,844.00	\$7,160.00	\$25,004.00
0100-1100-0-1110-1000-430000-029-0000	\$16,986.00	\$1,250.00	\$18,236.00
0100-1100-0-1110-1000-430000-030-0000	\$43,337.00	\$1,250.00	\$44,587.00
0100-1100-0-1110-1000-430000-031-0000	\$30,898.00	\$4,724.00	\$35,622.00
0100-1100-0-1110-1000-430021-026-0000	\$5,200.00	(\$210.00)	\$4,990.00
0100-1100-0-1110-1000-440000-022-0000	\$250.00	\$4,300.00	\$4,550.00
0100-1100-0-1110-1000-440000-024-0000	\$0.00	\$996.12	\$996.12
0100-1100-0-1110-1000-530000-028-0000	\$0.00	\$5,000.00	\$5,000.00
0100-1100-0-1110-1000-571005-026-0000	\$300.00	\$210.00	\$510.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-1100-0-1110-1000-571005-028-0160	\$600.00	\$100.00	\$700.00
0100-1100-0-1110-1000-575030-028-0000	\$706.00	\$180.00	\$886.00
0100-1400-0-1110-1000-110000-029-0000	\$531,942.00	\$5,121.00	\$537,063.00
0100-1400-0-1110-1000-110000-030-0000	\$2,001,368.00	(\$6,256.00)	\$1,995,112.00
0100-1400-0-1110-1000-110000-031-0000	\$2,056,270.00	(\$113,108.00)	\$1,943,162.00
0100-1400-0-1110-1000-310100-029-0000	\$86,600.00	\$834.00	\$87,434.00
0100-1400-0-1110-1000-310100-030-0000	\$325,823.00	(\$1,019.00)	\$324,804.00
0100-1400-0-1110-1000-310100-031-0000	\$334,761.00	(\$18,414.00)	\$316,347.00
0100-1400-0-1110-1000-330100-029-0000	\$7,713.00	\$74.00	\$7,787.00
0100-1400-0-1110-1000-330100-030-0000	\$29,020.00	(\$91.00)	\$28,929.00
0100-1400-0-1110-1000-330100-031-0000	\$29,816.00	(\$1,640.00)	\$28,176.00
0100-1400-0-1110-1000-340100-001-0000	(\$42,181.00)	\$167,233.00	\$125,052.00
0100-1400-0-1110-1000-340100-029-0000	\$86,064.00	(\$3,237.00)	\$82,827.00
0100-1400-0-1110-1000-340100-030-0000	\$315,568.00	(\$6,474.00)	\$309,094.00
0100-1400-0-1110-1000-340100-031-0000	\$329,912.00	(\$20,818.00)	\$309,094.00
0100-1400-0-1110-1000-350100-029-0000	\$266.00	\$3.00	\$269.00
0100-1400-0-1110-1000-350100-030-0000	\$1,001.00	(\$3.00)	\$998.00
0100-1400-0-1110-1000-350100-031-0000	\$1,028.00	(\$56.00)	\$972.00
0100-1400-0-1110-1000-360100-029-0000	\$10,001.00	\$96.00	\$10,097.00
0100-1400-0-1110-1000-360100-030-0000	\$37,626.00	(\$118.00)	\$37,508.00
0100-1400-0-1110-1000-360100-031-0000	\$38,658.00	(\$2,127.00)	\$36,531.00
0100-3010-0-0000-2140-190000-005-0000	\$789,430.00	(\$859.00)	\$788,571.00
0100-3010-0-0000-2140-310100-005-0000	\$128,519.00	(\$140.00)	\$128,379.00
0100-3010-0-0000-2140-330100-005-0000	\$11,447.00	(\$13.00)	\$11,434.00
0100-3010-0-0000-2140-350100-005-0000	\$395.00	(\$1.00)	\$394.00
0100-3010-0-0000-2140-360100-005-0000	\$14,841.00	(\$16.00)	\$14,825.00
0100-3010-0-0000-2150-240000-005-0000	\$56,743.00	\$41.00	\$56,784.00
0100-3010-0-0000-2150-320200-005-0000	\$10,955.00	\$8.00	\$10,963.00
0100-3010-0-0000-2150-330200-005-0000	\$4,640.00	\$4.00	\$4,644.00
0100-3010-0-0000-2150-360200-005-0000	\$1,140.00	\$1.00	\$1,141.00
0100-3010-0-0000-2150-430000-005-0000	\$5,000.00	(\$200.00)	\$4,800.00
0100-3010-0-0000-2150-571005-005-0000	\$0.00	\$200.00	\$200.00
0100-3010-0-0000-2150-571040-005-0000	\$0.00	\$400.00	\$400.00
0100-3010-0-0000-2495-571040-005-0000	\$2,000.00	(\$400.00)	\$1,600.00
0100-3010-0-0000-2495-580011-005-0000	\$18,500.00	\$2,300.00	\$20,800.00
0100-3010-0-1110-1000-580011-005-0000	\$178,821.00	(\$2,300.00)	\$176,521.00
0100-3150-0-0000-2420-360200-024-0000	\$1.00	(\$1.00)	\$0.00
0100-3150-0-0000-2495-290030-022-0000	\$3,142.00	(\$8.00)	\$3,134.00
0100-3150-0-0000-2495-430000-022-0000	\$9,000.00	(\$9,000.00)	\$0.00
0100-3150-0-0000-2495-580009-022-0000	\$0.00	\$9,000.00	\$9,000.00
0100-3150-0-0000-2700-520000-030-0000	\$0.00	\$350.00	\$350.00
0100-3150-0-0000-2700-520003-022-0000	\$0.00	\$450.00	\$450.00
0100-3150-0-1110-1000-110040-027-0000	\$9,912.00	(\$968.00)	\$8,944.00
0100-3150-0-1110-1000-110040-027-2495	\$0.00	\$968.00	\$968.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-3150-0-1110-1000-210000-024-0000	\$38,491.00	\$61.00	\$38,552.00
0100-3150-0-1110-1000-210000-025-0000	\$12,703.00	\$24.00	\$12,727.00
0100-3150-0-1110-1000-210000-028-0000	\$37,922.00	\$60.00	\$37,982.00
0100-3150-0-1110-1000-210000-029-0000	\$25,731.00	\$48.00	\$25,779.00
0100-0000-0-0000-2700-130000-028-0000	\$125,875.00	(\$1.00)	\$125,874.00
0100-0000-0-0000-2700-130000-029-0000	\$125,875.00	(\$1.00)	\$125,874.00
0100-0000-0-0000-2700-130000-030-0000	\$127,875.00	(\$1.00)	\$127,874.00
0100-0000-0-0000-2700-130000-031-0000	\$127,875.00	(\$1.00)	\$127,874.00
0100-0000-0-0000-2700-240000-020-0021	\$117,504.00	\$73.00	\$117,577.00
0100-0000-0-0000-2700-240000-022-0000	\$143,363.00	(\$7,579.00)	\$135,784.00
0100-0000-0-0000-2700-240000-023-0000	\$113,327.00	\$72.00	\$113,399.00
0100-0000-0-0000-2700-240000-024-0000	\$137,144.00	(\$2,114.00)	\$135,030.00
0100-0000-0-0000-2700-240000-025-0000	\$115,704.00	\$72.00	\$115,776.00
0100-0000-0-0000-2700-240000-026-0000	\$141,144.00	\$105.00	\$141,249.00
0100-0000-0-0000-2700-240000-027-0000	\$111,946.00	\$71.00	\$112,017.00
0100-0000-0-0000-2700-240000-028-0000	\$119,096.00	\$73.00	\$119,169.00
0100-0000-0-0000-2700-240000-029-0000	\$113,327.00	\$72.00	\$113,399.00
0100-0000-0-0000-2700-240000-030-0000	\$143,576.00	\$95.00	\$143,671.00
0100-0000-0-0000-2700-240000-031-0000	\$146,803.00	\$118.00	\$146,921.00
0100-0000-0-0000-2700-320200-020-0021	\$21,822.00	\$13.00	\$21,835.00
0100-0000-0-0000-2700-320200-022-0000	\$26,418.00	(\$1,368.00)	\$25,050.00
0100-0000-0-0000-2700-320200-023-0000	\$20,994.00	\$13.00	\$21,007.00
0100-0000-0-0000-2700-320200-024-0000	\$25,295.00	(\$382.00)	\$24,913.00
0100-0000-0-0000-2700-320200-025-0000	\$21,423.00	\$13.00	\$21,436.00
0100-0000-0-0000-2700-320200-026-0000	\$26,018.00	\$19.00	\$26,037.00
0100-0000-0-0000-2700-320200-027-0000	\$20,744.00	\$13.00	\$20,757.00
0100-0000-0-0000-2700-320200-028-0000	\$22,036.00	\$13.00	\$22,049.00
0100-0000-0-0000-2700-320200-029-0000	\$20,994.00	\$13.00	\$21,007.00
0100-0000-0-0000-2700-320200-030-0000	\$26,457.00	\$17.00	\$26,474.00
0100-0000-0-0000-2700-320200-031-0000	\$27,040.00	\$21.00	\$27,061.00
0100-0000-0-0000-2700-330200-020-0021	\$9,243.00	\$6.00	\$9,249.00
0100-0000-0-0000-2700-330200-022-0000	\$11,190.00	(\$579.00)	\$10,611.00
0100-0000-0-0000-2700-330200-023-0000	\$8,893.00	\$5.00	\$8,898.00
0100-0000-0-0000-2700-330200-024-0000	\$10,715.00	(\$162.00)	\$10,553.00
0100-0000-0-0000-2700-330200-025-0000	\$9,075.00	\$5.00	\$9,080.00
0100-0000-0-0000-2700-330200-026-0000	\$11,021.00	\$8.00	\$11,029.00
0100-0000-0-0000-2700-330200-027-0000	\$8,787.00	\$6.00	\$8,793.00
0100-0000-0-0000-2700-330200-028-0000	\$9,334.00	\$6.00	\$9,340.00
0100-0000-0-0000-2700-330200-029-0000	\$8,893.00	\$5.00	\$8,898.00
0100-0000-0-0000-2700-330200-030-0000	\$11,207.00	\$7.00	\$11,214.00
0100-0000-0-0000-2700-330200-031-0000	\$11,454.00	\$9.00	\$11,463.00
0100-0000-0-0000-2700-340100-025-0000	\$14,344.00	(\$3,237.00)	\$11,107.00
0100-0000-0-0000-2700-340100-029-0000	\$14,344.00	(\$3,237.00)	\$11,107.00
0100-0000-0-0000-2700-350200-022-0000	\$73.00	(\$4.00)	\$69.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0000-0-0000-2700-350200-024-0000	\$70.00	(\$1.00)	\$69.00
0100-0000-0-0000-2700-360200-020-0021	\$2,272.00	\$1.00	\$2,273.00
0100-0000-0-0000-2700-360200-022-0000	\$2,750.00	(\$142.00)	\$2,608.00
0100-0000-0-0000-2700-360200-023-0000	\$2,185.00	\$2.00	\$2,187.00
0100-0000-0-0000-2700-360200-024-0000	\$2,633.00	(\$40.00)	\$2,593.00
0100-0000-0-0000-2700-360200-025-0000	\$2,230.00	\$1.00	\$2,231.00
0100-0000-0-0000-2700-360200-026-0000	\$2,708.00	\$2.00	\$2,710.00
0100-0000-0-0000-2700-360200-027-0000	\$2,159.00	\$2.00	\$2,161.00
0100-0000-0-0000-2700-360200-028-0000	\$2,294.00	\$1.00	\$2,295.00
0100-0000-0-0000-2700-360200-029-0000	\$2,185.00	\$2.00	\$2,187.00
0100-0000-0-0000-2700-360200-030-0000	\$2,754.00	\$2.00	\$2,756.00
0100-0000-0-0000-2700-360200-031-0000	\$2,815.00	\$2.00	\$2,817.00
0100-0000-0-0000-2700-370100-001-0000	\$0.00	\$26,479.00	\$26,479.00
0100-0000-0-0000-2700-370200-001-0000	\$103,286.00	(\$85,350.00)	\$17,936.00
0100-0000-0-0000-2700-430000-010-0000	\$0.00	\$245.60	\$245.60
0100-0000-0-0000-2700-575095-020-0021	(\$180,624.00)	(\$93.00)	(\$180,717.00)
0100-0000-0-0000-3120-120000-062-0000	\$162,571.00	(\$1.00)	\$162,570.00
0100-0000-0-0000-3120-310100-062-0000	\$26,467.00	(\$1.00)	\$26,466.00
0100-0000-0-0000-3120-340100-062-0000	\$19,651.00	(\$421.00)	\$19,230.00
0100-0000-0-0000-3120-370200-001-0000	\$25,067.00	(\$25,067.00)	\$0.00
0100-0000-0-0000-3140-370200-001-0000	\$11,553.00	(\$11,553.00)	\$0.00
0100-0000-0-0000-3140-430000-010-0000	\$0.00	\$245.60	\$245.60
0100-0000-0-0000-3140-440000-010-0000	\$0.00	\$1,104.68	\$1,104.68
0100-0000-0-0000-3160-520003-060-0000	\$500.00	(\$500.00)	\$0.00
0100-0000-0-0000-3160-571005-060-0000	\$200.00	(\$200.00)	\$0.00
0100-0000-0-0000-3600-220000-014-0000	\$283,490.00	\$174.00	\$283,664.00
0100-0000-0-0000-3600-220001-014-0000	\$249,033.00	(\$3,946.00)	\$245,087.00
0100-0000-0-0000-3600-220020-014-0000	\$24,500.00	\$8,791.00	\$33,291.00
0100-0000-0-0000-3600-320200-014-0000	\$106,919.00	\$907.00	\$107,826.00
0100-0000-0-0000-3600-330200-014-0000	\$45,290.00	\$384.00	\$45,674.00
0100-0000-0-0000-3600-340200-014-0000	\$105,200.00	(\$1,196.00)	\$104,004.00
0100-0000-0-0000-3600-350200-014-0000	\$296.00	\$3.00	\$299.00
0100-0000-0-0000-3600-360200-014-0000	\$11,130.00	\$94.00	\$11,224.00
0100-0000-0-0000-3600-370200-001-0000	\$11,553.00	(\$4,384.00)	\$7,169.00
0100-0000-0-0000-3700-370200-001-0000	\$0.00	\$13,587.00	\$13,587.00
0100-0000-0-0000-3900-370100-001-0000	\$0.00	\$32,570.00	\$32,570.00
0100-0000-0-0000-3900-370200-001-0000	\$0.00	\$12,320.00	\$12,320.00
0100-0000-0-0000-7110-340200-002-0000	\$71,720.00	(\$2,865.00)	\$68,855.00
0100-0000-0-0000-7110-530000-002-0000	\$11,945.00	(\$11,945.00)	\$0.00
0100-0000-0-0000-7150-370100-001-0000	\$32,480.00	(\$32,480.00)	\$0.00
0100-0000-0-0000-7150-430000-002-1111	\$0.00	\$670.00	\$670.00
0100-0000-0-0000-7150-440000-010-0000	\$0.00	\$793.16	\$793.16
0100-0000-0-0000-7150-530000-002-0000	\$2,500.00	\$11,945.00	\$14,445.00
0100-0000-0-0000-7150-560000-002-1111	\$0.00	\$600.00	\$600.00

**Pending Budget Revision**  
**Control Number 20190004**

ResolutionNo. 09-19

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0000-0-0000-7150-640000-002-1111	\$0.00	\$5,000.00	\$5,000.00
0100-0000-0-0000-7200-370100-001-0000	\$0.00	\$4,195.00	\$4,195.00
0100-0000-0-0000-7200-370200-001-0000	\$0.00	\$15,808.00	\$15,808.00
0100-0000-0-0000-7200-540000-001-0000	\$329,984.00	\$10,016.00	\$340,000.00
0100-0000-0-0000-7300-230000-004-0000	\$293,502.00	(\$3.00)	\$293,499.00
0100-0000-0-0000-7300-240000-004-0000	\$379,981.00	\$230.00	\$380,211.00
0100-0000-0-0000-7300-320200-004-0000	\$121,866.00	\$41.00	\$121,907.00
0100-0000-0-0000-7300-330200-004-0000	\$51,621.00	\$17.00	\$51,638.00
0100-0000-0-0000-7300-350200-004-0000	\$337.00	\$1.00	\$338.00
0100-0000-0-0000-7300-360200-004-0000	\$12,686.00	\$4.00	\$12,690.00
0100-0000-0-0000-7300-370200-001-0000	\$25,794.00	(\$25,794.00)	\$0.00
0100-0000-0-0000-7300-440000-004-0000	\$0.00	\$2,000.00	\$2,000.00
0100-0000-0-0000-7300-520000-004-0000	\$10,000.00	(\$2,000.00)	\$8,000.00
0100-0000-0-0000-7400-130000-003-0000	\$147,640.00	(\$2.00)	\$147,638.00
0100-0000-0-0000-7400-240000-003-0000	\$538,425.00	\$16.00	\$538,441.00
0100-0000-0-0000-7400-310100-003-0000	\$24,036.00	(\$1.00)	\$24,035.00
0100-0000-0-0000-7400-320200-003-0000	\$97,348.00	\$3.00	\$97,351.00
0100-0000-0-0000-7400-330200-003-0000	\$41,235.00	\$2.00	\$41,237.00
0100-0000-0-0000-7400-340200-003-0000	\$87,361.00	(\$3,237.00)	\$84,124.00
0100-0000-0-0000-7400-370200-001-0000	\$12,950.00	(\$12,950.00)	\$0.00
0100-0000-0-0000-7550-240000-015-0000	\$59,011.00	\$83.00	\$59,094.00
0100-0000-0-0000-7550-240020-015-0000	\$0.00	\$205.00	\$205.00
0100-0000-0-0000-7550-320200-015-0000	\$10,657.00	\$52.00	\$10,709.00
0100-0000-0-0000-7550-330200-015-0000	\$4,514.00	\$22.00	\$4,536.00
0100-0000-0-0000-7550-360200-015-0000	\$1,109.00	\$6.00	\$1,115.00
0100-0000-0-0000-7550-430000-015-0000	\$32,000.00	(\$1,000.00)	\$31,000.00
0100-0000-0-0000-7550-560000-015-0000	\$28,000.00	\$1,000.00	\$29,000.00
0100-0000-0-0000-7550-571030-015-0000	(\$133,737.00)	(\$1,300.00)	(\$135,037.00)
0100-0000-0-0000-7700-230000-061-0000	\$140,622.00	(\$1.00)	\$140,621.00
0100-0000-0-0000-7700-240000-061-0000	\$76,065.00	\$21.00	\$76,086.00
0100-0000-0-0000-7700-240020-061-0000	\$400.00	\$563.00	\$963.00
0100-0000-0-0000-7700-320200-061-0000	\$39,278.00	\$106.00	\$39,384.00
0100-0000-0-0000-7700-330200-061-0000	\$16,638.00	\$44.00	\$16,682.00
0100-0000-0-0000-7700-360200-061-0000	\$4,089.00	\$11.00	\$4,100.00
0100-0000-0-0000-7700-370200-001-0000	\$4,279.00	(\$881.00)	\$3,398.00
0100-0000-0-0000-8100-370200-001-0000	\$26,022.00	\$10,756.00	\$36,778.00
0100-0000-0-0000-8200-220000-012-0000	\$392,229.00	(\$85,984.00)	\$306,245.00
0100-0000-0-0000-8200-220000-016-0000	\$1,365,795.00	\$1,892.00	\$1,367,687.00
0100-0000-0-0000-8200-220000-016-0021	\$106,267.00	\$167.00	\$106,434.00
0100-0000-0-0000-8200-220000-017-0000	\$195,812.00	\$164.00	\$195,976.00
0100-0000-0-0000-8200-220020-012-0000	\$3,000.00	\$3,574.00	\$6,574.00
0100-0000-0-0000-8200-220020-017-0000	\$1,900.00	\$2,442.00	\$4,342.00
0100-0000-0-0000-8200-220020-022-0000	\$850.00	\$1,353.00	\$2,203.00
0100-0000-0-0000-8200-220020-024-0000	\$850.00	\$1,286.00	\$2,136.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-9010-0-7110-3140-120040-055-0072	\$0.00	\$3,650.00	\$3,650.00
0100-9010-0-7110-3140-310100-000-0072	\$594.00	(\$594.00)	\$0.00
0100-9010-0-7110-3140-310100-055-0072	\$0.00	\$594.00	\$594.00
0100-9010-0-7110-3140-320200-055-0072	\$0.00	\$388.00	\$388.00
0100-9010-0-7110-3140-330100-000-0072	\$53.00	(\$53.00)	\$0.00
0100-9010-0-7110-3140-330100-055-0072	\$0.00	\$53.00	\$53.00
0100-9010-0-7110-3140-330200-055-0000	\$164.00	(\$164.00)	\$0.00
0100-9010-0-7110-3140-330200-055-0072	\$0.00	\$164.00	\$164.00
0100-9010-0-7110-3140-350100-000-0072	\$2.00	(\$2.00)	\$0.00
0100-9010-0-7110-3140-350100-055-0072	\$0.00	\$2.00	\$2.00
0100-9010-0-7110-3140-350200-055-0000	\$1.00	(\$1.00)	\$0.00
0100-9010-0-7110-3140-350200-055-0072	\$0.00	\$1.00	\$1.00
0100-9010-0-7110-3140-360100-000-0072	\$69.00	(\$69.00)	\$0.00
0100-9010-0-7110-3140-360100-055-0072	\$0.00	\$69.00	\$69.00
0100-9010-0-7110-3140-360200-055-0000	\$40.00	(\$40.00)	\$0.00
0100-9010-0-7110-3140-360200-055-0072	\$0.00	\$40.00	\$40.00
0100-9010-0-7110-8200-220020-000-0072	\$2,150.00	(\$2,150.00)	\$0.00
0100-9010-0-7110-8200-220020-055-0072	\$0.00	\$2,150.00	\$2,150.00
0100-9010-0-7110-8200-320200-055-0000	\$388.00	(\$388.00)	\$0.00
0100-9029-0-0000-3600-650000-014-1111	\$0.00	\$182,618.44	\$182,618.44
0100-9044-0-0000-7700-580011-061-0000	\$0.00	\$519.49	\$519.49
0100-0000-0-0000-8200-220020-025-0000	\$850.00	\$1,522.00	\$2,372.00
0100-0000-0-0000-8200-220020-027-0000	\$850.00	\$356.00	\$1,206.00
0100-0000-0-0000-8200-220020-029-0000	\$850.00	\$124.00	\$974.00
0100-0000-0-0000-8200-320200-012-0000	\$72,117.00	(\$14,884.00)	\$57,233.00
0100-0000-0-0000-8200-320200-016-0000	\$250,311.00	\$341.00	\$250,652.00
0100-0000-0-0000-8200-320200-016-0021	\$19,887.00	\$30.00	\$19,917.00
0100-0000-0-0000-8200-320200-017-0000	\$36,754.00	\$471.00	\$37,225.00
0100-0000-0-0000-8200-320200-022-0000	\$154.00	\$244.00	\$398.00
0100-0000-0-0000-8200-320200-024-0000	\$154.00	\$232.00	\$386.00
0100-0000-0-0000-8200-320200-025-0000	\$154.00	\$274.00	\$428.00
0100-0000-0-0000-8200-320200-027-0000	\$154.00	\$64.00	\$218.00
0100-0000-0-0000-8200-320200-029-0000	\$154.00	\$22.00	\$176.00
0100-0000-0-0000-8200-330200-012-0000	\$30,548.00	(\$6,305.00)	\$24,243.00
0100-0000-0-0000-8200-330200-016-0000	\$106,029.00	\$144.00	\$106,173.00
0100-0000-0-0000-8200-330200-016-0021	\$8,424.00	\$13.00	\$8,437.00
0100-0000-0-0000-8200-330200-017-0000	\$15,569.00	\$199.00	\$15,768.00
0100-0000-0-0000-8200-330200-022-0000	\$65.00	\$104.00	\$169.00
0100-0000-0-0000-8200-330200-024-0000	\$65.00	\$98.00	\$163.00
0100-0000-0-0000-8200-330200-025-0000	\$65.00	\$116.00	\$181.00
0100-0000-0-0000-8200-330200-027-0000	\$65.00	\$27.00	\$92.00
0100-0000-0-0000-8200-330200-029-0000	\$65.00	\$10.00	\$75.00
0100-0000-0-0000-8200-340200-012-0000	\$86,662.00	(\$16,071.00)	\$70,591.00
0100-0000-0-0000-8200-350200-012-0000	\$200.00	(\$42.00)	\$158.00



**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0000-0-0000-8200-350200-016-0000	\$693.00	\$1.00	\$694.00
0100-0000-0-0000-8200-350200-017-0000	\$102.00	\$1.00	\$103.00
0100-0000-0-0000-8200-350200-024-0000	\$0.00	\$1.00	\$1.00
0100-0000-0-0000-8200-350200-025-0000	\$0.00	\$1.00	\$1.00
0100-0000-0-0000-8200-350200-027-0000	\$0.00	\$1.00	\$1.00
0100-0000-0-0000-8200-350200-028-0000	\$0.00	\$1.00	\$1.00
0100-0000-0-0000-8200-350200-030-0000	\$1.00	(\$1.00)	\$0.00
0100-0000-0-0000-8200-360200-012-0000	\$7,507.00	(\$1,549.00)	\$5,958.00
0100-0000-0-0000-8200-360200-016-0000	\$26,057.00	\$35.00	\$26,092.00
0100-0000-0-0000-8200-360200-016-0021	\$2,070.00	\$3.00	\$2,073.00
0100-0000-0-0000-8200-360200-017-0000	\$3,826.00	\$49.00	\$3,875.00
0100-0000-0-0000-8200-360200-022-0000	\$16.00	\$25.00	\$41.00
0100-0000-0-0000-8200-360200-024-0000	\$16.00	\$24.00	\$40.00
0100-0000-0-0000-8200-360200-025-0000	\$16.00	\$29.00	\$45.00
0100-0000-0-0000-8200-360200-027-0000	\$16.00	\$7.00	\$23.00
0100-0000-0-0000-8200-360200-029-0000	\$16.00	\$2.00	\$18.00
0100-0000-0-0000-8200-370200-001-0000	\$11,454.00	(\$11,454.00)	\$0.00
0100-0000-0-0000-8200-430000-010-0000	\$13,500.00	(\$491.20)	\$13,008.80
0100-0000-0-0000-8200-571040-017-0000	(\$32,637.00)	(\$1,000.00)	(\$33,637.00)
0100-0000-0-0000-8200-575095-016-0021	(\$164,659.00)	(\$213.00)	(\$164,872.00)
0100-0000-0-0000-9200-714200-001-0000	\$819,588.00	(\$819,588.00)	\$0.00
0100-0000-0-0000-9200-714210-001-0000	\$0.00	\$791,394.00	\$791,394.00
0100-0000-0-0000-9300-761200-001-1111	\$0.00	\$200,000.00	\$200,000.00
0100-0000-0-0000-9300-761900-001-0000	\$162,500.00	\$4,170.00	\$166,670.00
0100-0000-0-0000-9300-761900-001-1111	\$999,000.00	(\$14,577.00)	\$984,423.00
0100-0000-0-1110-1000-110000-020-0000	\$100,000.00	(\$100,000.00)	\$0.00
0100-0000-0-1110-1000-110000-022-0000	\$1,648,908.00	\$178,544.00	\$1,827,452.00
0100-0000-0-1110-1000-110000-023-0000	\$1,299,613.00	(\$90,720.00)	\$1,208,893.00
0100-0000-0-1110-1000-110000-024-0000	\$2,259,135.00	(\$5,815.00)	\$2,253,320.00
0100-0000-0-1110-1000-110000-025-0000	\$1,335,163.00	(\$57,957.00)	\$1,277,206.00
0100-0000-0-1110-1000-110000-026-0000	\$1,822,838.00	\$4,781.00	\$1,827,619.00
0100-0000-0-1110-1000-110000-027-0000	\$1,668,945.00	\$571.00	\$1,669,516.00
0100-0000-0-1110-1000-110000-028-0000	\$1,413,584.00	\$47,329.00	\$1,460,913.00
0100-0000-0-1110-1000-110000-029-0000	\$966,794.00	(\$46,994.00)	\$919,800.00
0100-0000-0-1110-1000-110040-020-0000	\$18,075.00	(\$75.00)	\$18,000.00
0100-0000-0-1110-1000-210010-060-0000	\$500.00	\$2,000.00	\$2,500.00
0100-0000-0-1110-1000-310100-001-0000	(\$76,203.00)	\$16,293.00	(\$59,910.00)
0100-0000-0-1110-1000-310100-020-0000	\$76,203.00	(\$16,293.00)	\$59,910.00
0100-0000-0-1110-1000-310100-022-0000	\$268,442.00	\$29,067.00	\$297,509.00
0100-0000-0-1110-1000-310100-023-0000	\$211,577.00	(\$14,769.00)	\$196,808.00
0100-0000-0-1110-1000-310100-024-0000	\$367,787.00	(\$947.00)	\$366,840.00
0100-0000-0-1110-1000-310100-025-0000	\$217,364.00	(\$9,435.00)	\$207,929.00
0100-0000-0-1110-1000-310100-026-0000	\$296,758.00	\$778.00	\$297,536.00
0100-0000-0-1110-1000-310100-027-0000	\$271,704.00	\$93.00	\$271,797.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0000-0-1110-1000-310100-028-0000	\$230,132.00	\$7,705.00	\$237,837.00
0100-0000-0-1110-1000-310100-029-0000	\$157,394.00	(\$7,651.00)	\$149,743.00
0100-0000-0-1110-1000-320200-060-0000	\$90.00	\$362.00	\$452.00
0100-0000-0-1110-1000-330100-020-0000	\$6,787.00	(\$1,451.00)	\$5,336.00
0100-0000-0-1110-1000-330100-022-0000	\$23,909.00	\$2,589.00	\$26,498.00
0100-0000-0-1110-1000-330100-023-0000	\$18,844.00	(\$1,315.00)	\$17,529.00
0100-0000-0-1110-1000-330100-024-0000	\$32,757.00	(\$84.00)	\$32,673.00
0100-0000-0-1110-1000-330100-025-0000	\$19,360.00	(\$841.00)	\$18,519.00
0100-0000-0-1110-1000-330100-026-0000	\$26,431.00	\$69.00	\$26,500.00
0100-0000-0-1110-1000-330100-027-0000	\$24,200.00	\$8.00	\$24,208.00
0100-0000-0-1110-1000-330100-028-0000	\$20,497.00	\$686.00	\$21,183.00
0100-0000-0-1110-1000-330100-029-0000	\$14,019.00	(\$682.00)	\$13,337.00
0100-0000-0-1110-1000-330200-060-0000	\$38.00	\$152.00	\$190.00
0100-0000-0-1110-1000-340100-001-0000	\$42,181.00	(\$167,233.00)	(\$125,052.00)
0100-0000-0-1110-1000-340100-022-0000	\$344,256.00	\$25,451.00	\$369,707.00
0100-0000-0-1110-1000-340100-023-0000	\$243,848.00	(\$27,292.00)	\$216,556.00
0100-0000-0-1110-1000-340100-024-0000	\$387,288.00	(\$6,474.00)	\$380,814.00
0100-0000-0-1110-1000-340100-025-0000	\$272,536.00	(\$14,344.00)	\$258,192.00
0100-0000-0-1110-1000-340100-026-0000	\$329,912.00	(\$16,185.00)	\$313,727.00
0100-0000-0-1110-1000-340100-027-0000	\$286,880.00	(\$3,237.00)	\$283,643.00
0100-0000-0-1110-1000-340100-028-0000	\$272,536.00	\$7,870.00	\$280,406.00
0100-0000-0-1110-1000-340100-029-0000	\$172,128.00	(\$14,344.00)	\$157,784.00
0100-0000-0-1110-1000-350100-020-0000	\$234.00	(\$50.00)	\$184.00
0100-0000-0-1110-1000-350100-022-0000	\$824.00	\$90.00	\$914.00
0100-0000-0-1110-1000-350100-023-0000	\$650.00	(\$46.00)	\$604.00
0100-0000-0-1110-1000-350100-024-0000	\$1,130.00	(\$3.00)	\$1,127.00
0100-0000-0-1110-1000-350100-025-0000	\$668.00	(\$29.00)	\$639.00
0100-0000-0-1110-1000-350100-026-0000	\$911.00	\$3.00	\$914.00
0100-0000-0-1110-1000-350100-027-0000	\$834.00	\$1.00	\$835.00
0100-0000-0-1110-1000-350100-028-0000	\$707.00	\$23.00	\$730.00
0100-0000-0-1110-1000-350100-029-0000	\$483.00	(\$23.00)	\$460.00
0100-0000-0-1110-1000-350200-060-0000	\$0.00	\$4.00	\$4.00
0100-0000-0-1110-1000-360100-020-0000	\$8,800.00	(\$1,882.00)	\$6,918.00
0100-0000-0-1110-1000-360100-022-0000	\$30,999.00	\$3,357.00	\$34,356.00
0100-0000-0-1110-1000-360100-023-0000	\$24,433.00	(\$1,706.00)	\$22,727.00
0100-0000-0-1110-1000-360100-024-0000	\$42,472.00	(\$110.00)	\$42,362.00
0100-0000-0-1110-1000-360100-025-0000	\$25,101.00	(\$1,090.00)	\$24,011.00
0100-0000-0-1110-1000-360100-026-0000	\$34,269.00	\$90.00	\$34,359.00
0100-0000-0-1110-1000-360100-027-0000	\$31,376.00	\$11.00	\$31,387.00
0100-0000-0-1110-1000-360100-028-0000	\$26,575.00	\$890.00	\$27,465.00
0100-0000-0-1110-1000-360100-029-0000	\$18,176.00	(\$884.00)	\$17,292.00
0100-0000-0-1110-1000-360200-060-0000	\$9.00	\$36.00	\$45.00
0100-0000-0-1110-1000-370100-001-0000	\$227,001.00	\$48,353.00	\$275,354.00
0100-0000-0-1110-1000-370200-001-0000	\$0.00	\$16,384.00	\$16,384.00

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-0000-0-1110-1000-430000-010-0000	\$40,000.00	\$20,000.00	\$60,000.00
0100-0000-0-1110-1000-440000-010-0000	\$10,000.00	(\$4,629.50)	\$5,370.50
0100-0000-0-1110-1000-520000-053-0000	\$8,200.00	(\$1,646.00)	\$6,554.00
0100-0000-0-1110-1000-520003-053-0000	\$2,000.00	(\$554.00)	\$1,446.00
0100-0000-0-1110-4000-370100-001-0000	\$0.00	\$1,615.00	\$1,615.00
0100-0000-0-1110-4000-370200-001-0000	\$0.00	\$11,586.00	\$11,586.00
0100-0000-0-1134-1000-520000-053-0000	\$0.00	\$2,200.00	\$2,200.00
0100-0097-0-0000-7400-430000-003-0000	\$27,000.00	(\$151.00)	\$26,849.00
0100-0332-0-0000-2140-130000-055-0000	\$140,622.00	(\$1.00)	\$140,621.00
0100-0332-0-0000-2140-240000-051-0000	\$65,665.00	\$63.00	\$65,728.00
0100-0332-0-0000-2140-320200-051-0000	\$11,883.00	\$11.00	\$11,894.00
0100-0332-0-0000-2140-330200-051-0000	\$5,033.00	\$5.00	\$5,038.00
0100-3150-0-1110-1000-310100-027-0000	\$2,430.00	(\$158.00)	\$2,272.00
0100-3150-0-1110-1000-310100-027-2495	\$0.00	\$158.00	\$158.00
0100-3150-0-1110-1000-320200-025-0000	\$2,294.00	\$5.00	\$2,299.00
0100-3150-0-1110-1000-320200-028-0000	\$7,981.00	\$10.00	\$7,991.00
0100-3150-0-1110-1000-320200-029-0000	\$5,043.00	\$9.00	\$5,052.00
0100-3150-0-1110-1000-330100-027-0000	\$216.00	(\$14.00)	\$202.00
0100-3150-0-1110-1000-330100-027-2495	\$0.00	\$14.00	\$14.00
0100-3150-0-1110-1000-330200-024-0000	\$2,945.00	\$4.00	\$2,949.00
0100-3150-0-1110-1000-330200-025-0000	\$972.00	\$2.00	\$974.00
0100-3150-0-1110-1000-330200-028-0000	\$3,380.00	\$5.00	\$3,385.00
0100-3150-0-1110-1000-330200-029-0000	\$2,136.00	\$4.00	\$2,140.00
0100-3150-0-1110-1000-350100-027-2495	\$0.00	\$1.00	\$1.00
0100-3150-0-1110-1000-360100-027-0000	\$281.00	(\$19.00)	\$262.00
0100-3150-0-1110-1000-360100-027-2495	\$0.00	\$18.00	\$18.00
0100-3150-0-1110-1000-360200-024-0000	\$724.00	\$1.00	\$725.00
0100-3150-0-1110-1000-360200-028-0000	\$831.00	\$1.00	\$832.00
0100-3150-0-1110-1000-360200-029-0000	\$525.00	\$1.00	\$526.00
0100-3150-0-1110-1000-420000-027-0000	\$15,105.00	(\$3,000.00)	\$12,105.00
0100-3150-0-1110-1000-430000-023-0000	\$24,222.00	(\$5,000.00)	\$19,222.00
0100-3150-0-1110-1000-520000-022-0000	\$6,000.00	(\$150.00)	\$5,850.00
0100-3150-0-1110-1000-520000-023-0000	\$1,500.00	\$5,000.00	\$6,500.00
0100-3150-0-1110-1000-520000-030-0000	\$16,612.00	(\$350.00)	\$16,262.00
0100-3150-0-1110-1000-520003-022-0000	\$1,000.00	(\$450.00)	\$550.00
0100-3150-0-1110-1000-580009-022-0000	\$10,900.00	\$150.00	\$11,050.00
0100-3150-0-1110-1000-580011-027-0000	\$8,700.00	\$3,000.00	\$11,700.00
0100-3310-0-5770-1110-210000-039-0000	\$195,200.00	\$38,946.00	\$234,146.00
0100-3310-0-5770-1110-320200-039-0000	\$36,066.00	\$7,033.00	\$43,099.00
0100-3310-0-5770-1110-330200-039-0000	\$15,277.00	\$2,979.00	\$18,256.00
0100-3310-0-5770-1110-340200-039-0000	\$11,932.00	\$2,335.00	\$14,267.00
0100-3310-0-5770-1110-350200-039-0000	\$100.00	\$19.00	\$119.00
0100-3310-0-5770-1110-360200-039-0000	\$3,754.00	\$733.00	\$4,487.00
0100-3311-0-5770-9200-714200-039-0000	\$583.00	(\$583.00)	\$0.00

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-3311-0-5770-9200-714221-039-0000	\$0.00	\$283.00	\$283.00
0100-3327-0-5771-3120-120000-039-0000	\$46,216.00	(\$1.00)	\$46,215.00
0100-3327-0-5771-3120-580000-039-0000	\$6,107.00	\$1.00	\$6,108.00
0100-4035-0-0000-2140-190000-005-0000	\$138,622.00	(\$1.00)	\$138,621.00
0100-4035-0-0000-2140-190040-005-0000	\$0.00	\$6,000.00	\$6,000.00
0100-4035-0-0000-2140-310100-005-0000	\$22,568.00	\$976.00	\$23,544.00
0100-4035-0-0000-2140-330100-005-0000	\$2,010.00	\$87.00	\$2,097.00
0100-4035-0-0000-2140-350100-005-0000	\$69.00	\$3.00	\$72.00
0100-4035-0-0000-2140-360100-005-0000	\$2,606.00	\$113.00	\$2,719.00
0100-4035-0-0000-2140-520000-005-0000	\$70,500.00	(\$3,420.00)	\$67,080.00
0100-4035-0-0000-2140-580009-005-0000	\$14,000.00	\$2,900.00	\$16,900.00
0100-4035-0-1110-1000-110010-005-0000	\$0.00	\$5,000.00	\$5,000.00
0100-4035-0-1110-1000-110040-005-0000	\$30,000.00	(\$11,000.00)	\$19,000.00
0100-4035-0-1110-1000-310100-005-0000	\$4,884.00	(\$977.00)	\$3,907.00
0100-4035-0-1110-1000-330100-005-0000	\$435.00	(\$87.00)	\$348.00
0100-4035-0-1110-1000-350100-005-0000	\$15.00	(\$3.00)	\$12.00
0100-4035-0-1110-1000-360100-005-0000	\$564.00	(\$113.00)	\$451.00
0100-4035-0-1110-1000-520000-005-0000	\$0.00	\$520.00	\$520.00
0100-4035-0-1110-1000-580009-005-0000	\$43,461.00	\$1.00	\$43,462.00
0100-4203-0-0000-2140-190040-005-0000	\$0.00	\$6,000.00	\$6,000.00
0100-4203-0-0000-2140-310100-005-0000	\$0.00	\$977.00	\$977.00
0100-4203-0-0000-2140-330100-005-0000	\$0.00	\$87.00	\$87.00
0100-4203-0-0000-2140-350100-005-0000	\$0.00	\$3.00	\$3.00
0100-4203-0-0000-2140-360100-005-0000	\$0.00	\$113.00	\$113.00
0100-4203-0-0000-2495-571040-005-0000	\$0.00	\$500.00	\$500.00
0100-4203-0-1110-1000-110040-005-0000	\$104,227.00	(\$6,000.00)	\$98,227.00
0100-4203-0-1110-1000-310100-005-0000	\$18,601.00	(\$977.00)	\$17,624.00
0100-4203-0-1110-1000-330100-005-0000	\$1,657.00	(\$87.00)	\$1,570.00
0100-4203-0-1110-1000-350100-005-0000	\$57.00	(\$3.00)	\$54.00
0100-4203-0-1110-1000-360100-005-0000	\$2,148.00	(\$113.00)	\$2,035.00
0100-4203-0-1110-1000-430000-005-0000	\$20,000.00	(\$1,000.00)	\$19,000.00
0100-4203-0-1110-1000-571040-005-0000	\$0.00	\$500.00	\$500.00
0100-5640-0-0000-2100-520000-062-0000	\$250.00	\$10,000.00	\$10,250.00
0100-5640-0-0000-2100-520003-062-0000	\$50.00	\$1,500.00	\$1,550.00
0100-5640-0-0000-3120-430000-062-0000	\$1,200.00	\$10,000.00	\$11,200.00
0100-5640-0-0000-3120-520000-062-0000	\$500.00	\$5,000.00	\$5,500.00
0100-5640-0-0000-3120-520003-062-0000	\$300.00	\$500.00	\$800.00
0100-5640-0-0000-3120-580011-062-0000	\$0.00	\$5,000.00	\$5,000.00
0100-5640-0-0000-3140-430000-062-0000	\$3,650.00	\$1,000.00	\$4,650.00
0100-5640-0-0000-3140-520000-062-0000	\$6,500.00	\$2,000.00	\$8,500.00
0100-5640-0-0000-3140-520003-062-0000	\$500.00	\$300.00	\$800.00
0100-5640-0-0000-7200-430000-062-0000	\$1,250.00	\$6,000.00	\$7,250.00
0100-5640-0-1110-1000-430000-062-0000	\$1,200.00	\$9,242.44	\$10,442.44
0100-6010-0-1110-4000-220000-062-0000	\$920,788.00	(\$8,132.00)	\$912,656.00

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-6010-0-1110-4000-320200-062-0000	\$175,023.00	(\$1,469.00)	\$173,554.00
0100-6010-0-1110-4000-330200-062-0000	\$74,138.00	(\$623.00)	\$73,515.00
0100-6010-0-1110-4000-350200-062-0000	\$485.00	(\$5.00)	\$480.00
0100-6010-0-1110-4000-360200-062-0000	\$18,219.00	(\$152.00)	\$18,067.00
0100-6500-0-5770-1110-110000-039-0000	\$626,705.00	\$5,613.00	\$632,318.00
0100-6500-0-5770-1110-290000-039-0000	\$7,279.00	\$6,623.00	\$13,902.00
0100-6500-0-5770-1110-310100-039-0000	\$102,785.00	\$913.00	\$103,698.00
0100-6500-0-5770-1110-320200-039-0000	\$2,046.00	\$1,196.00	\$3,242.00
0100-6500-0-5770-1110-330100-039-0000	\$9,155.00	\$81.00	\$9,236.00
0100-6500-0-5770-1110-330200-039-0000	\$867.00	\$506.00	\$1,373.00
0100-6500-0-5770-1110-350100-039-0000	\$316.00	\$2.00	\$318.00
0100-6500-0-5770-1110-350200-039-0000	\$6.00	\$3.00	\$9.00
0100-6500-0-5770-1110-360100-039-0000	\$11,869.00	\$106.00	\$11,975.00
0100-6500-0-5770-1110-360200-039-0000	\$213.00	\$124.00	\$337.00
0100-6500-0-5770-1120-110000-039-0000	\$1,053,990.00	\$50,729.00	\$1,104,719.00
0100-6500-0-5770-1120-210000-039-0000	\$204,005.00	\$39,209.00	\$243,214.00
0100-6500-0-5770-1120-310100-039-0000	\$172,707.00	\$8,259.00	\$180,966.00
0100-6500-0-5770-1120-320200-039-0000	\$37,954.00	\$7,081.00	\$45,035.00
0100-6500-0-5770-1120-330100-039-0000	\$15,382.00	\$736.00	\$16,118.00
0100-6500-0-5770-1120-330200-039-0000	\$16,077.00	\$2,999.00	\$19,076.00
0100-6500-0-5770-1120-340100-039-0000	\$172,128.00	\$3,905.00	\$176,033.00
0100-6500-0-5770-1120-340200-039-0000	\$12,451.00	\$3,113.00	\$15,564.00
0100-6500-0-5770-1120-350100-039-0000	\$530.00	\$26.00	\$556.00
0100-6500-0-5770-1120-350200-039-0000	\$105.00	\$20.00	\$125.00
0100-6500-0-5770-1120-360100-039-0000	\$19,944.00	\$954.00	\$20,898.00
0100-6500-0-5770-1120-360200-039-0000	\$3,951.00	\$737.00	\$4,688.00
0100-6500-0-5770-1130-210000-039-0000	\$136,844.00	\$34,426.00	\$171,270.00
0100-6500-0-5770-1130-320200-039-0000	\$25,472.00	\$6,218.00	\$31,690.00
0100-6500-0-5770-1130-330200-039-0000	\$10,790.00	\$2,633.00	\$13,423.00
0100-6500-0-5770-1130-340200-039-0000	\$17,241.00	\$9,040.00	\$26,281.00
0100-6500-0-5770-1130-350200-039-0000	\$71.00	\$17.00	\$88.00
0100-6500-0-5770-1130-360200-039-0000	\$2,652.00	\$647.00	\$3,299.00
0100-6500-0-5770-1180-580000-039-0000	\$24,406.00	(\$18,656.00)	\$5,750.00
0100-6500-0-5770-3120-120000-039-0000	\$340,366.00	(\$3.00)	\$340,363.00
0100-6500-0-5770-3120-310100-039-0000	\$55,412.00	(\$1.00)	\$55,411.00
0100-6500-0-5770-3120-340100-039-0000	\$40,594.00	(\$1,457.00)	\$39,137.00
0100-6500-0-5770-9200-714200-039-0000	\$800,000.00	(\$800,000.00)	\$0.00
0100-6500-0-5770-9200-714220-039-0000	\$0.00	\$166,058.00	\$166,058.00
0100-6500-0-5770-9200-714230-039-0000	\$0.00	\$475,295.00	\$475,295.00
0100-6500-0-5770-9200-714240-039-0000	\$0.00	\$40,000.00	\$40,000.00
0100-6500-0-5770-9200-714250-039-0000	\$0.00	\$25,000.00	\$25,000.00
0100-6512-0-5770-3120-120000-039-0000	\$157,678.00	(\$2.00)	\$157,676.00
0100-6512-0-5770-3120-340100-039-0000	\$20,799.00	(\$1,360.00)	\$19,439.00
0100-7690-0-0000-2100-310120-001-0000	\$33,992.00	\$516.00	\$34,508.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-7690-0-0000-2140-310120-001-0000	\$81,711.00	(\$1,005.00)	\$80,706.00
0100-7690-0-0000-2495-310120-001-0000	\$627.00	(\$476.00)	\$151.00
0100-7690-0-0000-2700-310120-001-0000	\$146,524.00	\$4,009.00	\$150,533.00
0100-7690-0-0000-3110-310120-001-0000	\$90,496.00	\$5,065.00	\$95,561.00
0100-7690-0-0000-3120-310120-001-0000	\$13,467.00	(\$3,394.00)	\$10,073.00
0100-7690-0-0000-3130-310120-001-0000	\$9,944.00	\$904.00	\$10,848.00
0100-7690-0-0000-3140-310120-001-0000	\$39,678.00	\$144.00	\$39,822.00
0100-7690-0-0000-3160-310120-001-0000	\$40.00	(\$40.00)	\$0.00
0100-7690-0-0000-7150-310120-001-0000	\$14,948.00	\$171.00	\$15,119.00
0100-7690-0-0000-7200-310120-001-0000	\$959.00	(\$959.00)	\$0.00
0100-7690-0-0000-7400-310120-001-0000	\$10,253.00	\$1,324.00	\$11,577.00
0100-7690-0-1110-1000-310120-001-0000	\$1,512,062.00	(\$51,241.00)	\$1,460,821.00
0100-7690-0-1110-4000-310120-001-0000	\$11,286.00	(\$1,006.00)	\$10,280.00
0100-7690-0-3550-1000-310120-001-0000	\$22,607.00	\$344.00	\$22,951.00
0100-7690-0-3550-2700-310120-001-0000	\$5,019.00	\$77.00	\$5,096.00
0100-7690-0-5770-1110-310120-001-0000	\$44,275.00	\$265.00	\$44,540.00
0100-7690-0-5770-1120-310120-001-0000	\$80,997.00	\$914.00	\$81,911.00
0100-7690-0-5770-1190-310120-001-0000	\$16.00	(\$16.00)	\$0.00
0100-7690-0-5770-2100-310120-001-0000	\$254.00	(\$254.00)	\$0.00
0100-7690-0-5770-3120-310120-001-0000	\$40,532.00	\$4,155.00	\$44,687.00
0100-7690-0-7110-3140-310120-001-0000	\$0.00	\$591.00	\$591.00
0100-8150-0-0000-8100-220000-011-0000	\$539,145.00	(\$4,887.00)	\$534,258.00
0100-8150-0-0000-8100-220000-012-0000	\$0.00	\$108,160.00	\$108,160.00
0100-8150-0-0000-8100-220020-011-0000	\$700.00	\$3,418.00	\$4,118.00
0100-8150-0-0000-8100-230000-010-0000	\$138,622.00	(\$1.00)	\$138,621.00
0100-8150-0-0000-8100-240000-011-0000	\$74,868.00	\$41.00	\$74,909.00
0100-8150-0-0000-8100-240020-011-0000	\$300.00	\$2,603.00	\$2,903.00
0100-8150-0-0000-8100-320200-011-0000	\$111,107.00	\$213.00	\$111,320.00
0100-8150-0-0000-8100-320200-012-0000	\$0.00	\$19,534.00	\$19,534.00
0100-8150-0-0000-8100-330200-011-0000	\$47,064.00	\$90.00	\$47,154.00
0100-8150-0-0000-8100-330200-012-0000	\$0.00	\$8,274.00	\$8,274.00
0100-8150-0-0000-8100-340200-010-0000	\$14,344.00	(\$3,237.00)	\$11,107.00
0100-8150-0-0000-8100-340200-011-0000	\$110,768.00	(\$6,150.00)	\$104,618.00
0100-8150-0-0000-8100-340200-012-0000	\$0.00	\$24,106.00	\$24,106.00
0100-8150-0-0000-8100-350200-012-0000	\$0.00	\$54.00	\$54.00
0100-8150-0-0000-8100-360200-011-0000	\$11,566.00	\$22.00	\$11,588.00
0100-8150-0-0000-8100-360200-012-0000	\$0.00	\$2,033.00	\$2,033.00
0100-8150-0-0000-8100-440000-011-0000	\$10,000.00	(\$4,660.00)	\$5,340.00
0100-8150-0-0000-8100-440000-018-0000	\$0.00	\$4,660.00	\$4,660.00
0100-8150-0-0000-8100-530000-010-0000	\$800.00	\$39.00	\$839.00
0100-8150-0-0000-8100-530000-011-0000	\$215.00	(\$215.00)	\$0.00
0100-8150-0-0000-8500-617000-018-0028	\$0.00	\$32,192.00	\$32,192.00
0100-8150-0-0000-8500-620000-018-0022	\$300,000.00	(\$118,262.94)	\$181,737.06
0100-8150-0-0000-8500-620000-018-0024	\$0.00	\$22,389.94	\$22,389.94

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0100-8150-0-0000-8500-620000-018-0025	\$0.00	\$13,600.00	\$13,600.00
0100-8150-0-0000-8500-620000-018-0030	\$0.00	\$50,081.00	\$50,081.00
0100-0332-0-0000-2140-360200-051-0000	\$1,237.00	\$1.00	\$1,238.00
0100-0332-0-0000-2150-240000-053-0000	\$62,545.00	\$63.00	\$62,608.00
0100-0332-0-0000-2150-320200-053-0000	\$11,296.00	\$11.00	\$11,307.00
0100-0332-0-0000-2150-330200-053-0000	\$4,785.00	\$5.00	\$4,790.00
0100-0332-0-0000-2150-360200-053-0000	\$1,176.00	\$1.00	\$1,177.00
0100-0332-0-0000-2150-575030-005-0000	\$0.00	\$100.00	\$100.00
0100-0332-0-0000-2420-220000-020-0000	\$275,721.00	\$1,205.00	\$276,926.00
0100-0332-0-0000-2420-220000-020-0021	\$25,259.00	\$92.00	\$25,351.00
0100-0332-0-0000-2420-220000-056-0000	\$59,550.00	\$63.00	\$59,613.00
0100-0332-0-0000-2420-220020-020-0021	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-022-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-023-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-024-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-025-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-026-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-027-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-028-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-029-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-030-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-220020-031-0000	\$0.00	\$900.00	\$900.00
0100-0332-0-0000-2420-240000-061-0000	\$416,353.00	\$31,908.00	\$448,261.00
0100-0332-0-0000-2420-240020-061-0000	\$0.00	\$2,774.00	\$2,774.00
0100-0332-0-0000-2420-320200-020-0000	\$49,795.00	\$218.00	\$50,013.00
0100-0332-0-0000-2420-320200-020-0021	\$4,562.00	\$179.00	\$4,741.00
0100-0332-0-0000-2420-320200-022-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-023-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-024-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-025-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-026-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-027-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-028-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-029-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-030-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-031-0000	\$0.00	\$163.00	\$163.00
0100-0332-0-0000-2420-320200-056-0000	\$10,827.00	\$11.00	\$10,838.00
0100-0332-0-0000-2420-320200-061-0000	\$75,193.00	\$6,264.00	\$81,457.00
0100-0332-0-0000-2420-330200-020-0000	\$21,093.00	\$92.00	\$21,185.00
0100-0332-0-0000-2420-330200-020-0021	\$1,932.00	\$76.00	\$2,008.00
0100-0332-0-0000-2420-330200-022-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-023-0000	\$0.00	\$69.00	\$69.00
0100-0332-0-0000-2420-330200-024-0000	\$0.00	\$69.00	\$69.00
<b>***Expense Total</b>	<b>\$54,282,024.00</b>	<b>\$194,782.73</b>	<b>\$54,476,806.73</b>

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0100 General Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Balance Sheet Accounts</b>			
0100-0000-0-0000-0000-971100-000-0000	\$5,050.00	\$50.00	\$5,100.00
0100-0000-0-0000-0000-971200-000-0000	\$108,188.00	\$28,312.00	\$136,500.00
0100-0000-0-0000-0000-978900-000-0000	\$4,100,000.00	\$2,300,000.00	\$6,400,000.00
0100-0000-0-0000-0000-979100-000-0000	\$9,539,943.35	(\$393,407.24)	\$9,146,536.11
0100-1100-0-0000-0000-979100-000-0000	\$275,478.34	\$31,114.28	\$306,592.62
0100-0097-0-0000-0000-979100-000-0000	\$20,355.80	\$1,816.27	\$22,172.07
0100-5640-0-0000-0000-974000-000-0000	\$49,942.44	(\$49,942.44)	\$0.00
0100-5640-0-0000-0000-979100-000-0000	\$0.00	\$50,542.44	\$50,542.44
0100-6300-0-0000-0000-974000-000-0000	\$233,763.30	\$56,500.00	\$290,263.30
0100-6512-0-0000-0000-974000-000-0000	\$380,477.06	\$1,362.00	\$381,839.06
0100-6512-0-0000-0000-979100-000-0000	\$387,794.12	(\$18,154.06)	\$369,640.06
0100-8150-0-0000-0000-974000-000-0000	\$89,349.94	(\$11,949.00)	\$77,400.94
0100-8150-0-0000-0000-979100-000-0000	\$0.00	\$157,376.94	\$157,376.94
0100-9010-0-0000-0000-979100-000-0000	\$0.00	\$6,552.25	\$6,552.25
<b>***Balance Sheet Account Total</b>	<b>\$15,190,342.35</b>	<b>\$2,160,173.44</b>	<b>\$17,350,515.79</b>
<b>Fund Totals</b>			
Total: Income	\$60,096,521.00	\$175,169.69	\$60,271,690.69
Total: Expenses	\$54,282,024.00	\$194,782.73	\$54,476,806.73
Total: Balance Sheet Accounts	\$15,190,342.35	\$2,160,173.44	\$17,350,515.79



**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0900 Charter Schools Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
0900-1100-0-0000-0000-898000-021-0000	\$51,356.00	\$3,273.00	\$54,629.00
0900-6300-0-0000-0000-856000-000-0000	\$22,000.00	\$5,000.00	\$27,000.00
0900-7690-0-0000-0000-859000-000-0000	\$135,367.00	(\$7,924.00)	\$127,443.00
0900-0000-0-0000-0000-801100-000-0000	\$3,865,159.00	(\$26,910.00)	\$3,838,249.00
0900-0000-0-0000-0000-809600-000-0000	\$203,319.00	\$17,486.00	\$220,805.00
0900-0000-0-0000-0000-855000-000-0000	\$6,800.00	\$597.00	\$7,397.00
0900-0000-0-0000-0000-855000-000-1111	\$88,000.00	(\$4,633.00)	\$83,367.00
0900-0000-0-0000-0000-866000-000-0000	\$6,000.00	\$4,000.00	\$10,000.00
0900-0000-0-0000-0000-898000-000-0000	(\$614,402.00)	(\$7,369.00)	(\$621,771.00)
0900-0332-0-0000-0000-898000-000-0000	\$614,402.00	\$7,369.00	\$621,771.00
0900-1100-0-0000-0000-856000-000-0000	\$68,000.00	\$5,000.00	\$73,000.00
0900-1100-0-0000-0000-898000-000-0000	(\$54,415.00)	(\$3,335.00)	(\$57,750.00)
0900-1100-0-0000-0000-898000-020-0000	\$3,059.00	\$62.00	\$3,121.00
***Income Total	<u>\$4,394,645.00</u>	<u>(\$7,384.00)</u>	<u>\$4,387,261.00</u>
<b>Expenses</b>			
0900-1100-0-1110-1000-430000-021-0000	\$15,000.00	\$3,273.00	\$18,273.00
0900-1100-0-1135-4000-110040-021-0000	\$0.00	\$6,000.00	\$6,000.00
0900-1100-0-1135-4000-310100-021-0000	\$0.00	\$977.00	\$977.00
0900-1100-0-1135-4000-330100-021-0000	\$0.00	\$87.00	\$87.00
0900-1100-0-1135-4000-350100-021-0000	\$0.00	\$3.00	\$3.00
0900-1100-0-1135-4000-360100-021-0000	\$0.00	\$113.00	\$113.00
0900-1100-0-1176-1000-110040-021-0000	\$10,028.00	(\$6,000.00)	\$4,028.00
0900-1100-0-1176-1000-310100-021-0000	\$1,633.00	(\$977.00)	\$656.00
0900-1100-0-1176-1000-330100-021-0000	\$145.00	(\$87.00)	\$58.00
0900-1100-0-1176-1000-350100-021-0000	\$5.00	(\$3.00)	\$2.00
0900-1100-0-1176-1000-360100-021-0000	\$189.00	(\$113.00)	\$76.00
0900-7690-0-0000-2140-310120-001-0000	\$8.00	(\$8.00)	\$0.00
0900-7690-0-0000-2700-310120-001-0000	\$12,638.00	\$211.00	\$12,849.00
0900-7690-0-0000-3110-310120-001-0000	\$5,542.00	\$107.00	\$5,649.00
0900-7690-0-1110-1000-310120-001-0000	\$117,179.00	(\$8,234.00)	\$108,945.00
0900-0000-0-0000-2700-130000-021-0000	\$127,875.00	(\$1.00)	\$127,874.00
0900-0000-0-0000-2700-575095-020-0021	\$180,624.00	\$93.00	\$180,717.00
0900-0000-0-0000-8200-550010-021-0000	\$6,000.00	(\$2,000.00)	\$4,000.00
0900-0000-0-0000-8200-550030-021-0000	\$10,500.00	\$7,500.00	\$18,000.00
0900-0000-0-0000-8200-575095-016-0021	\$164,659.00	\$213.00	\$164,872.00
0900-0000-0-0000-9300-761900-001-0000	\$6,800.00	\$597.00	\$7,397.00
0900-0000-0-0000-9300-761900-001-1111	\$88,000.00	\$95,367.00	\$183,367.00
0900-0000-0-1110-1000-110000-021-0000	\$1,357,469.00	(\$2,421.00)	\$1,355,048.00
0900-0000-0-1110-1000-310100-021-0000	\$225,066.00	(\$394.00)	\$224,672.00
0900-0000-0-1110-1000-330100-021-0000	\$20,046.00	(\$35.00)	\$20,011.00
0900-0000-0-1110-1000-340100-021-0000	\$243,848.00	(\$6,474.00)	\$237,374.00
0900-0000-0-1110-1000-350100-021-0000	\$691.00	(\$1.00)	\$690.00
0900-0000-0-1110-1000-360100-021-0000	\$25,990.00	(\$45.00)	\$25,945.00

**Pending Budget Revision**  
**Control Number 20190004**  
**Resolution No. 09-19**

Fund: 0900 Charter Schools Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
0900-0000-0-1110-1000-430000-021-1111	\$0.00	\$13,000.00	\$13,000.00
0900-0000-0-1110-1000-560000-021-1111	\$0.00	\$12,000.00	\$12,000.00
0900-0000-0-1110-1000-575095-021-0021	\$63,930.00	\$4,463.00	\$68,393.00
0900-0000-0-1110-1000-640000-021-1111	\$0.00	\$99,000.00	\$99,000.00
0900-0332-0-0000-2420-575095-020-0021	\$33,712.00	\$1,092.00	\$34,804.00
0900-0332-0-0000-3140-575095-020-0021	\$53,207.00	\$63.00	\$53,270.00
0900-0332-0-1156-1000-110000-021-0000	\$30,575.00	\$5,193.00	\$35,768.00
0900-0332-0-1156-1000-310100-021-0000	\$4,978.00	\$845.00	\$5,823.00
0900-0332-0-1156-1000-330100-021-0000	\$443.00	\$76.00	\$519.00
0900-0332-0-1156-1000-350100-021-0000	\$15.00	\$3.00	\$18.00
0900-0332-0-1156-1000-360100-021-0000	\$575.00	\$97.00	\$672.00
0900-0332-0-1156-1000-430000-075-0000	\$9,625.00	(\$315.00)	\$9,310.00
0900-0332-0-1156-1000-440000-075-0000	\$2,325.00	(\$1,220.00)	\$1,105.00
0900-0332-0-1156-1000-520000-075-0000	\$2,000.00	\$381.97	\$2,381.97
0900-0332-0-1156-1000-560000-075-0000	\$2,000.00	\$1,535.00	\$3,535.00
***Expense Total	<u>\$2,823,320.00</u>	<u>\$223,961.97</u>	<u>\$3,047,281.97</u>
<b>Balance Sheet Accounts</b>			
0900-1100-0-0000-0000-978000-000-0000	\$33,122.03	\$1,665.00	\$34,787.03
0900-1100-0-0000-0000-978000-021-0000	\$0.00	(\$12,585.04)	(\$12,585.04)
0900-6300-0-0000-0000-974000-000-0000	\$52,324.63	\$5,000.00	\$57,324.63
0900-0000-0-0000-0000-978000-000-0000	\$552,215.85	(\$233,852.27)	\$318,363.58
0900-0000-0-0000-0000-979100-000-0000	\$247,152.87	\$126,349.51	\$373,502.38
0900-0332-0-0000-0000-979100-000-0000	\$0.00	\$381.97	\$381.97
***Balance Sheet Account Total	<u>\$884,815.38</u>	<u>(\$113,040.83)</u>	<u>\$771,774.55</u>
<b>Fund Totals</b>			
Total: Income	\$4,394,645.00	(\$7,384.00)	\$4,387,261.00
Total: Expenses	\$2,823,320.00	\$223,961.97	\$3,047,281.97
Total: Balance Sheet Accounts	\$884,815.38	(\$113,040.83)	\$771,774.55

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 1300 Cafeteria Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
1300-5310-0-0000-0000-822000-000-4002	\$18,560.00	\$1,719.00	\$20,279.00
1300-5310-0-0000-0000-822000-000-4004	\$2,180,993.00	\$37,767.00	\$2,218,760.00
1300-5310-0-0000-0000-822000-000-4026	\$6,438.00	\$831.00	\$7,269.00
1300-5310-0-0000-0000-822000-000-4028	\$621,021.00	\$10,602.00	\$631,623.00
1300-5310-0-0000-0000-822000-000-4030	\$95,040.00	\$3,240.00	\$98,280.00
1300-5310-0-0000-0000-852000-000-4004	\$156,062.00	(\$1,044.00)	\$155,018.00
1300-5310-0-0000-0000-852000-000-4028	\$70,377.00	(\$471.00)	\$69,906.00
***Income Total	<u>\$3,148,491.00</u>	<u>\$52,644.00</u>	<u>\$3,201,135.00</u>
<b>Expenses</b>			
1300-5310-0-0000-3700-220000-008-0000	\$178,380.00	\$164.00	\$178,544.00
1300-5310-0-0000-3700-220080-008-0000	\$550,414.00	(\$1,693.00)	\$548,721.00
1300-5310-0-0000-3700-230000-008-0000	\$103,073.00	(\$1.00)	\$103,072.00
1300-5310-0-0000-3700-230020-008-0000	\$0.00	\$238.00	\$238.00
1300-5310-0-0000-3700-240000-008-0000	\$250,511.00	\$299.00	\$250,810.00
1300-5310-0-0000-3700-320200-008-0000	\$200,715.00	(\$179.00)	\$200,536.00
1300-5310-0-0000-3700-330200-008-0000	\$85,020.00	(\$76.00)	\$84,944.00
1300-5310-0-0000-3700-350200-008-0000	\$556.00	(\$1.00)	\$555.00
1300-5310-0-0000-3700-360200-008-0000	\$20,894.00	(\$19.00)	\$20,875.00
1300-5310-0-0000-3700-575030-008-0000	(\$84,541.00)	(\$5,380.00)	(\$89,921.00)
***Expense Total	<u>\$1,305,022.00</u>	<u>(\$6,648.00)</u>	<u>\$1,298,374.00</u>
<b>Balance Sheet Accounts</b>			
1300-5310-0-0000-0000-974000-000-0000	\$1,307,965.23	\$67,456.34	\$1,375,421.57
1300-5310-0-0000-0000-979100-000-0000	\$1,403,618.23	\$42,852.34	\$1,446,470.57
***Balance Sheet Account Total	<u>\$2,711,583.46</u>	<u>\$110,308.68</u>	<u>\$2,821,892.14</u>
<b>Fund Totals</b>			
Total: Income	\$3,148,491.00	\$52,644.00	\$3,201,135.00
Total: Expenses	\$1,305,022.00	(\$6,648.00)	\$1,298,374.00
Total: Balance Sheet Accounts	\$2,711,583.46	\$110,308.68	\$2,821,892.14

Pending Budget Revision  
Control Number 20190004  
ResolutionNo. 09-19

Fund: 1400 Deferred Maintenance Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
1400-0000-0-0000-8500-620000-030-0000	\$304,810.06	\$486.92	\$305,296.98
***Expense Total	<u>\$304,810.06</u>	<u>\$486.92</u>	<u>\$305,296.98</u>
<b>Balance Sheet Accounts</b>			
1400-0000-0-0000-0000-979100-000-0000	\$2,810.06	\$486.92	\$3,296.98
***Balance Sheet Account Total	<u>\$2,810.06</u>	<u>\$486.92</u>	<u>\$3,296.98</u>
<b>Fund Totals</b>			
Total: Income	\$0.00	\$0.00	\$0.00
Total: Expenses	\$304,810.06	\$486.92	\$305,296.98
Total: Balance Sheet Accounts	\$2,810.06	\$486.92	\$3,296.98

Pending Budget Revision  
Control Number 20190004  
ResolutionNo. 09-19

Fund: 1500 Pupil Transportation Equip

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
1500-0000-0-0000-0000-866000-000-0000	\$725.00	\$1,775.00	\$2,500.00
***Income Total	<u>\$725.00</u>	<u>\$1,775.00</u>	<u>\$2,500.00</u>
<b>Balance Sheet Accounts</b>			
1500-0000-0-0000-0000-978000-000-0000	\$249,632.97	\$1,783.52	\$251,416.49
1500-0000-0-0000-0000-979100-000-0000	\$148,907.97	\$8.52	\$148,916.49
***Balance Sheet Account Total	<u>\$398,540.94</u>	<u>\$1,792.04</u>	<u>\$400,332.98</u>
<b>Fund Totals</b>			
Total: Income	\$725.00	\$1,775.00	\$2,500.00
Total: Expenses	\$0.00	\$0.00	\$0.00
Total: Balance Sheet Accounts	\$398,540.94	\$1,792.04	\$400,332.98

Pending Budget Revision  
Control Number 20190004  
ResolutionNo. 09-19

Fund: 2000 SPECIAL RESERVE FUND FOR OTHEI

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
2000-0000-0-0000-9300-891900-000-0000	\$169,300.00	\$4,767.00	\$174,067.00
2000-0000-0-0000-9300-891900-000-1111	\$1,087,000.00	(\$19,210.00)	\$1,067,790.00
***Income Total	<u>\$1,256,300.00</u>	<u>(\$14,443.00)</u>	<u>\$1,241,857.00</u>
<b>Balance Sheet Accounts</b>			
2000-0000-0-0000-0000-978000-000-0000	\$4,746,712.96	(\$13,822.59)	\$4,732,890.37
2000-0000-0-0000-0000-979100-000-0000	\$3,445,412.96	\$620.41	\$3,446,033.37
***Balance Sheet Account Total	<u>\$8,192,125.92</u>	<u>(\$13,202.18)</u>	<u>\$8,178,923.74</u>
<b>Fund Totals</b>			
Total: Income	\$1,256,300.00	(\$14,443.00)	\$1,241,857.00
Total: Expenses	\$0.00	\$0.00	\$0.00
Total: Balance Sheet Accounts	\$8,192,125.92	(\$13,202.18)	\$8,178,923.74

Pending Budget Revision  
Control Number 20190004  
ResolutionNo. 09-19

Fund: 2100 Building Fund-Local

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
2100-9010-0-0000-8500-620000-021-0000	\$2,328,408.00	\$17,870.31	\$2,346,278.31
2100-9010-0-0000-8500-620000-024-0000	\$0.00	\$32,951.58	\$32,951.58
2100-9010-0-0000-8500-620000-038-0000	\$0.00	\$334,048.91	\$334,048.91
***Expense Total	<u>\$2,328,408.00</u>	<u>\$384,870.80</u>	<u>\$2,713,278.80</u>
<b>Balance Sheet Accounts</b>			
2100-9010-0-0000-0000-979100-000-0000	\$2,798,878.55	(\$6,598.36)	\$2,792,280.19
***Balance Sheet Account Total	<u>\$2,798,878.55</u>	<u>(\$6,598.36)</u>	<u>\$2,792,280.19</u>
<b>Fund Totals</b>			
Total: Income	\$0.00	\$0.00	\$0.00
Total: Expenses	\$2,328,408.00	\$384,870.80	\$2,713,278.80
Total: Balance Sheet Accounts	\$2,798,878.55	(\$6,598.36)	\$2,792,280.19

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 2500 Capital Facilities Fund

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
2500-0000-0-0000-0000-866000-000-0000	\$5,000.00	(\$5,000.00)	\$0.00
2500-0000-0-0000-0000-868100-000-0000	\$260,000.00	(\$260,000.00)	\$0.00
2500-0000-0-0000-0000-898000-000-0000	\$0.00	(\$198,667.72)	(\$198,667.72)
2500-9010-0-0000-0000-866000-000-0000	\$0.00	\$5,000.00	\$5,000.00
2500-9010-0-0000-0000-868100-000-0000	\$0.00	\$260,000.00	\$260,000.00
2500-9010-0-0000-0000-898000-000-0000	\$0.00	\$198,667.72	\$198,667.72
***Income Total	<u>\$265,000.00</u>	<u>\$0.00</u>	<u>\$265,000.00</u>
<b>Expenses</b>			
2500-0000-0-0000-7200-580000-004-0000	\$20,000.00	(\$20,000.00)	\$0.00
2500-0000-0-0000-8700-560000-020-0000	\$145,000.00	(\$145,000.00)	\$0.00
2500-9010-0-0000-7200-580000-004-0000	\$0.00	\$14,500.00	\$14,500.00
2500-9010-0-0000-7200-580000-023-0000	\$0.00	\$2,750.00	\$2,750.00
2500-9010-0-0000-7200-580000-024-0000	\$0.00	\$2,750.00	\$2,750.00
2500-9010-0-0000-8700-560000-020-0000	\$0.00	\$145,000.00	\$145,000.00
***Expense Total	<u>\$165,000.00</u>	<u>\$0.00</u>	<u>\$165,000.00</u>
<b>Balance Sheet Accounts</b>			
2500-0000-0-0000-0000-978000-000-0000	\$298,157.44	(\$298,157.44)	\$0.00
2500-0000-0-0000-0000-979100-000-0000	\$198,157.44	\$510.28	\$198,667.72
2500-9010-0-0000-0000-974000-000-0000	\$0.00	\$298,667.72	\$298,667.72
***Balance Sheet Account Total	<u>\$496,314.88</u>	<u>\$1,020.56</u>	<u>\$497,335.44</u>
<b>Fund Totals</b>			
Total: Income	\$265,000.00	\$0.00	\$265,000.00
Total: Expenses	\$165,000.00	\$0.00	\$165,000.00
Total: Balance Sheet Accounts	\$496,314.88	\$1,020.56	\$497,335.44



**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 3500 SCHOOL FACILITY PROGRAM

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
3500-7710-0-0000-0000-899000-000-0000	\$0.00	(\$610,882.83)	(\$610,882.83)
3500-7710-0-0000-0000-899000-022-0000	\$0.00	\$610,882.83	\$610,882.83
3500-7710-0-0000-9300-891300-022-0000	\$638,793.00	(\$510,604.00)	\$128,189.00
3500-7710-0-0000-9300-891300-023-0000	\$0.00	\$2,700,000.00	\$2,700,000.00
3500-7716-0-0000-9300-891300-023-0000	\$0.00	\$335,000.00	\$335,000.00
3500-7716-0-0000-9300-891300-025-0000	\$0.00	\$200,000.00	\$200,000.00
3500-7716-0-0000-9300-891300-026-0000	\$0.00	\$132,000.00	\$132,000.00
3500-7716-0-0000-9300-891300-028-0000	\$0.00	\$357,500.00	\$357,500.00
***Income Total	<u>\$638,793.00</u>	<u>\$3,213,896.00</u>	<u>\$3,852,689.00</u>
<b>Expenses</b>			
3500-7710-0-0000-8500-620000-022-0000	\$642,793.00	\$96,278.83	\$739,071.83
3500-7710-0-0000-8500-620000-023-0000	\$0.00	\$2,700,000.00	\$2,700,000.00
3500-7716-0-0000-8500-620000-023-0000	\$0.00	\$335,000.00	\$335,000.00
3500-7716-0-0000-8500-620000-025-0000	\$0.00	\$200,000.00	\$200,000.00
3500-7716-0-0000-8500-620000-026-0000	\$0.00	\$132,000.00	\$132,000.00
3500-7716-0-0000-8500-620000-028-0000	\$0.00	\$357,500.00	\$357,500.00
***Expense Total	<u>\$642,793.00</u>	<u>\$3,820,778.83</u>	<u>\$4,463,571.83</u>
<b>Balance Sheet Accounts</b>			
3500-7710-0-0000-0000-979100-000-0000	\$4,000.00	\$606,882.83	\$610,882.83
***Balance Sheet Account Total	<u>\$4,000.00</u>	<u>\$606,882.83</u>	<u>\$610,882.83</u>
<b>Fund Totals</b>			
Total: Income	\$638,793.00	\$3,213,896.00	\$3,852,689.00
Total: Expenses	\$642,793.00	\$3,820,778.83	\$4,463,571.83
Total: Balance Sheet Accounts	\$4,000.00	\$606,882.83	\$610,882.83

**Pending Budget Revision**  
**Control Number 20190004**

**Resolution No. 09-19**

Fund: 4000 Special Reserve - Capital Outlay

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Income</b>			
4000-0000-0-0000-0000-866000-000-0000	\$15,000.00	\$25,000.00	\$40,000.00
4000-0000-0-0000-9300-891200-000-1111	\$0.00	\$200,000.00	\$200,000.00
4000-0000-0-0000-9300-891900-000-1111	\$0.00	\$100,000.00	\$100,000.00
***Income Total	<u>\$15,000.00</u>	<u>\$325,000.00</u>	<u>\$340,000.00</u>
<b>Expenses</b>			
4000-0000-0-0000-8500-620000-038-0000	\$0.00	\$54,000.00	\$54,000.00
4000-0000-0-0000-9300-761300-023-0000	\$2,621,554.00	\$413,446.00	\$3,035,000.00
4000-0000-0-0000-9300-761300-025-0000	\$0.00	\$200,000.00	\$200,000.00
4000-0000-0-0000-9300-761300-026-0000	\$0.00	\$132,000.00	\$132,000.00
4000-0000-0-0000-9300-761300-028-0000	\$0.00	\$357,500.00	\$357,500.00
***Expense Total	<u>\$2,621,554.00</u>	<u>\$1,156,946.00</u>	<u>\$3,778,500.00</u>
<b>Balance Sheet Accounts</b>			
4000-0000-0-0000-0000-978000-000-0000	\$0.00	\$570,324.84	\$570,324.84
4000-0000-0-0000-0000-979100-000-0000	\$3,715,345.47	\$293,479.37	\$4,008,824.84
***Balance Sheet Account Total	<u>\$3,715,345.47</u>	<u>\$863,804.21</u>	<u>\$4,579,149.68</u>
<b>Fund Totals</b>			
Total: Income	\$15,000.00	\$325,000.00	\$340,000.00
Total: Expenses	\$2,621,554.00	\$1,156,946.00	\$3,778,500.00
Total: Balance Sheet Accounts	\$3,715,345.47	\$863,804.21	\$4,579,149.68

Pending Budget Revision  
Control Number 20190004  
ResolutionNo. 09-19

Fund: 6720 Self-Insurance/Other

FD---RE---Y-GO---FN---OB-----SI--L2	Revised	Adjustments	Proposed
<b>Expenses</b>			
6720-0000-0-0000-6000-580000-000-0000	\$0.00	\$2,000.00	\$2,000.00
***Expense Total	<u>\$0.00</u>	<u>\$2,000.00</u>	<u>\$2,000.00</u>
<b>Balance Sheet Accounts</b>			
6720-0000-0-0000-0000-979100-000-0000	\$483,527.52	\$341.04	\$483,868.56
***Balance Sheet Account Total	<u>\$483,527.52</u>	<u>\$341.04</u>	<u>\$483,868.56</u>
<b>Fund Totals</b>			
Total: Income	\$0.00	\$0.00	\$0.00
Total: Expenses	\$0.00	\$2,000.00	\$2,000.00
Total: Balance Sheet Accounts	\$483,527.52	\$341.04	\$483,868.56

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 11/05/2018

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 11/14/2018

**ITEM:**

Consider approval of the Kings County Treasurer's Quarterly Compliance Report.

**PURPOSE:**

Enclosed is the Kings County Investment Pool compliance report for the quarter ending 09/30/2018. The interest rate for the quarter was 1.6424%.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Approve the Kings County Treasurer's Quarterly Compliance Report.



**COUNTY OF KINGS**  
**DEPARTMENT OF FINANCE**

REBECCA VALENZUELA, CPA CGMA ▪ DIRECTOR OF FINANCE  
1400 W. LACEY BLVD ▪ HANFORD, CA 93230

ACCOUNTING DIVISION  
(559) 852-2455 ▪ FAX: (559) 587-9935

TAX COLLECTOR ▪ TREASURER DIVISION  
TAX: (559) 852-2479 ▪ TREASURER (559) 852-2477  
FAX: (559) 582-1236

DATE: October 29, 2018

TO: Treasury Depositors  
Board of Supervisors  
County Treasury Oversight Committee

FROM: Rebecca Valenzuela, CPA, CGMA, Director of Finance *RV*

SUBJECT: Quarterly Portfolio Compliance Report

Enclosed is the Kings County Treasurer's - Quarterly Compliance Report for the period July 1 – September 30, 2018. The interest rate for the quarter for funds held by the Treasury was 1.6424%.

If you have any questions on the report or the portfolio, please feel free to call Tammy Phelps, Assistant Director of Finance - Treasury, at 852-2462.

Encl. 1

## Kings County Treasurer's Statement of Interest Earnings

For the Period July 1, 2018 - September 30, 2018	
<b>POOLED INVESTMENT ACCOUNT:</b>	
<b>Gross Interest Earnings (on Accrual Basis)</b>	\$1,677,065
Less: Administrative Expenses	(114,243)
Banking Expenses	(3,726)
Prior years adjustment	(38,409)
<b>Net Interest Earnings Apportioned</b>	<b>\$1,520,687</b>
<b>Portfolio Return of Investment:</b>	
Average Pooled Funds Invested	\$356,868,904
Gross Yield on Investments	1.8644%
Net Yield on Investments	1.6906%
<b>Treasury Return on Investment:</b>	
Average Pooled Funds In Treasury	\$367,335,059
Gross Yield Pooled Treas Funds	1.8113%
Net Yield on Pooled Treasury Funds	1.6424%
<b>DIRECT INVESTMENT ACCOUNT:</b>	
Average Direct Funds Invested	\$0
<b>TOTAL AVERAGE FUNDS INVESTED:</b>	<b>\$356,868,904</b>

YIELD TRENDS Gross Yield History*		
Quarter	Pool	LAIF
Sep-18	1.8644%	2.1570%
Jun-18	1.7292%	1.9042%
Mar-18	1.4226%	1.5095%
Dec-17	1.3133%	1.2049%
Sep-17	1.2618%	1.0741%
Jun-17	1.2309%	0.9239%
Mar-17	1.1653%	0.7761%
Dec-16	1.1055%	0.6778%
Sep-16	0.9785%	0.6046%
Jun-16	1.0600%	0.5473%
Mar-16	0.8967%	0.4643%
Dec-15	1.0016%	0.3672%
Sep-15	0.8794%	0.3195%
Jun-15	0.8477%	0.2836%
Mar-15	0.7391%	0.2601%
Dec-14	0.9132%	0.2542%
Sep-14	0.7690%	0.2418%
Jun-14	0.8205%	0.2212%

\*The yield history represents gross portfolio yields; costs have not been deducted.

## Kings County Treasurer's Liquidity Projections for the Period October 1, 2018 - September 30, 2019 (In Thousands)

(in thousands)									
A		B		C	D		E	F	G
ACTUAL MONTH/ YEAR	TREASURER'S RECEIPTS ACTUAL	TREASURER'S DISBURSEMENTS ACTUAL	TREASURER'S SURPLUS or (DEFICIT) (A-B)	INVESTMENTS				ESTIMATE SURPLUS (F+C)	
				MONTH YEAR	PORTFOLIO MATURITIES	LAIF	TOTAL (D+E)		
Jul-18	44,809	72,602	(27,793)	Jul-19	4,000	65,000	69,000	41,207	
Aug-18	41,604	63,599	(21,995)	Aug-19	19,000	41,207	60,207	38,212	
Sep-18	74,862	56,531	18,331	Sep-19	12,000	38,212	50,212	68,543	
Oct-17	52,321	62,809	(10,488)	Oct-18	6,000	65,000	71,000	60,512	
Nov-17	66,239	51,854	14,385	Nov-18	10,000	60,512	70,512	84,897	
Dec-17	131,422	77,479	53,943	Dec-18	6,000	65,000	71,000	124,943	
Jan-18	60,211	88,528	(28,317)	Jan-19	5,000	65,000	70,000	41,683	
Feb-18	48,788	58,190	(9,402)	Feb-19	15,000	41,683	56,683	47,281	
Mar-18	72,019	60,881	11,138	Mar-19	11,000	47,281	58,281	69,419	
Apr-18	93,597	65,745	27,852	Apr-19	2,000	65,000	67,000	94,852	
May-18	66,853	75,978	(9,125)	May-19	4,000	65,000	69,000	59,875	
Jun-18	85,281	63,499	21,782	Jun-19	14,000	59,875	73,875	95,657	
TOTALS	838,006	797,695	40,311		108,000				

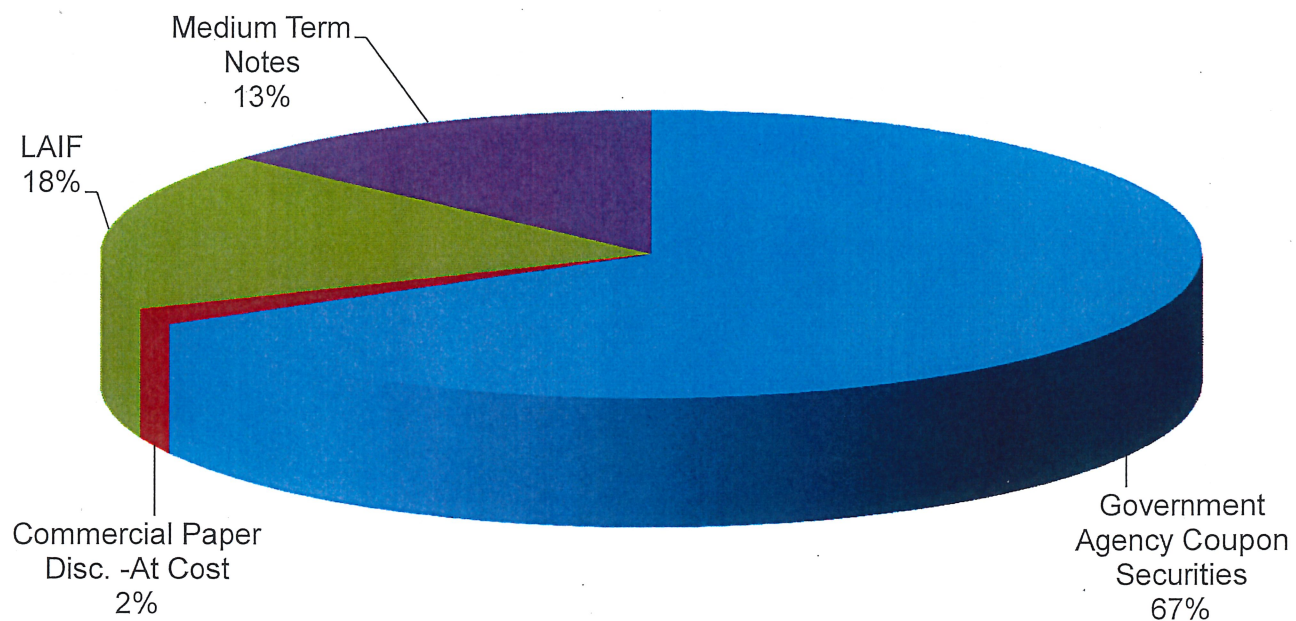
NOTE: Maximum LAIF balance was increased on January 1, 2016 from \$50,000,000 to \$65,000,000.

Sufficient liquidity exists to meet the mandated six months cash flow expenditure requirements. The historical receipts have been adjusted for expected non-re-occurring participant activity.

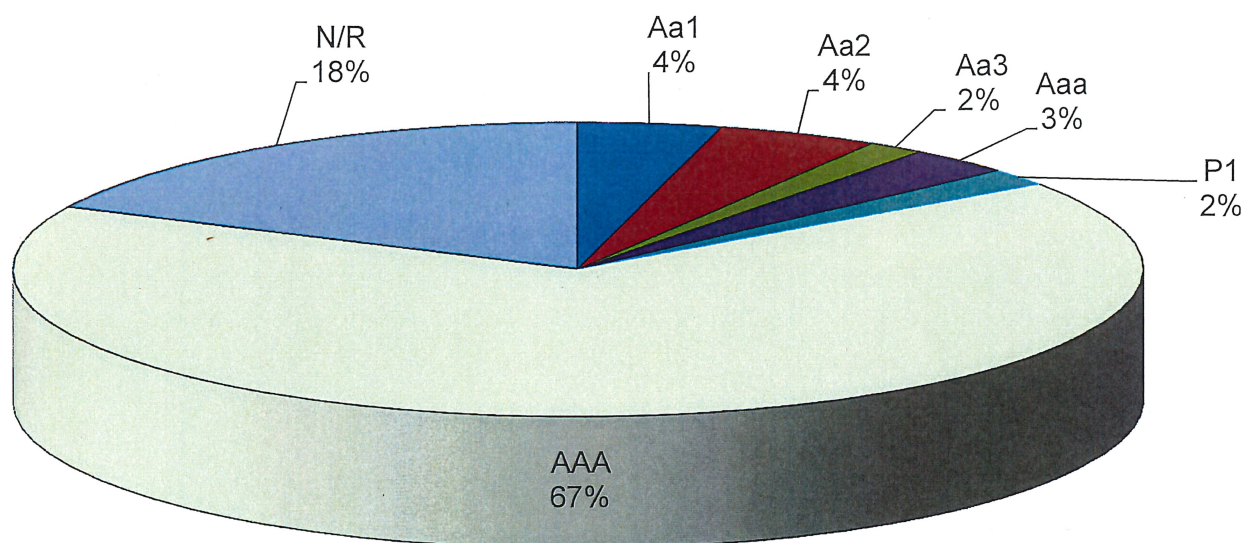


## KINGS COUNTY POOLED INVESTMENTS PORTFOLIO STATISTICS

### Book Value by Investment Type as of September 30, 2018



### Market Value Quality Allocation as of September 30, 2018





196/205

Kings County  
1400 W. Lacey Blvd.  
Kings County Govt. Center  
Hanford, CA  
(559)582-3211

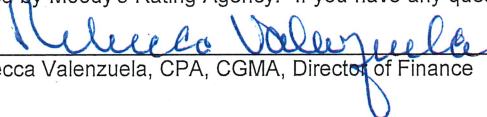
**Kings County Investment Pool  
Portfolio Management  
Portfolio Summary  
September 30, 2018**


Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	YTM 365 Equiv.	YTM 360 Equiv.
Government Agency Coupon Securities	244,050,000.00	241,237,051.50	244,048,692.28	66.94	612	1.770	1.746
Commercial Paper Disc. -At Cost	7,000,000.00	6,939,280.00	6,887,848.89	1.89	127	2.467	2.433
LAIF - Local Agency Investment Pool	65,000,000.00	65,000,000.00	65,000,000.00	17.83	1	2.000	1.973
Medium Term Notes	49,000,000.00	48,264,110.00	48,645,025.71	13.34	699	2.237	2.206
	<u>365,050,000.00</u>	<u>361,440,441.50</u>	<u>364,581,566.88</u>	<u>100.00%</u>	<u>506</u>	<u>1.887</u>	<u>1.861</u>
<b>Investments</b>							
<b>Cash and Accrued Interest</b>							
Passbook/Checking (not included in yield calculations)	8,111,865.22	8,111,865.22	8,111,865.22		1	1.000	0.986
Accrued Interest at Purchase *		0.00	0.00				
Ending Accrued Interest		1,622,051.06	1,622,051.06				
Subtotal		<u>9,733,916.28</u>	<u>9,733,916.28</u>				
	<u>373,161,865.22</u>	<u>371,174,357.78</u>	<u>374,315,483.16</u>		<u>506</u>	<u>1.887</u>	<u>1.861</u>
<b>Total Cash and Investments Value</b>							

Total Earnings	September 30 Month Ending	Fiscal Year To Date	
Current Year	534,348.19	1,677,287.33	* 11,370.84 Accrued at Purchase is Included in Book Value.

Average Daily Balance	350,360,895.95	356,957,076.42
Effective Rate of Return	1.86%	1.86%

The Pooled Portfolio was in compliance during the quarter ending September 30, 2018, with California Government Code Sections 53601 et.seq. and 53635, and the Director of Finance's Statement of Investment Policy dated January 1, 2018. Market prices are provided by Union Bank of California and are as of the last business day of the month. Ratings listed in the Portfolio Reports are issued by Moody's Rating Agency. If you have any questions about the Pooled Investment Fund, please call Tammy Phelps, Assistant Director of Finance - Treasury, at (559) 852-2462.

  
Rebecca Valenzuela, CPA, CGMA, Director of Finance

 10/29/2018

Reporting period 09/01/2018-09/30/2018

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
<b>Government Agency Coupon Securities</b>												
3137EAED7	160062	Federal Home Loan Mort. Co.		04/10/2017	2,000,000.00	1,999,220.00	1,996,492.99	0.875	AAA	1.203	11	10/12/2018
3130A7M36	150060	Federal Home Loan Banks		04/18/2016	2,000,000.00	1,999,020.00	2,000,000.00	1.100	AAA	1.085	17	10/18/2018
3135G0E58	150007	Federal Nat'l Mortgage Assoc.		11/05/2015	2,000,000.00	1,998,940.00	1,999,386.58	1.125	AAA	1.171	18	10/19/2018
3133EE6F2	150006	Federal Farm Credit Bank		08/06/2015	2,000,000.00	1,998,180.00	2,000,000.00	1.250	AAA	1.233	36	11/06/2018
3130A7UV5	150065	Federal Home Loan Banks		05/09/2016	2,000,000.00	1,997,780.00	2,000,000.00	1.120	AAA	1.105	39	11/09/2018
3133EFPJ0	150011	Federal Farm Credit Bank		11/19/2015	2,000,000.00	1,997,620.00	2,000,193.33	1.290	AAA	1.253	49	11/19/2018
3133EFRH2	150015	Federal Farm Credit Bank		11/30/2015	2,000,000.00	1,997,140.00	2,000,000.00	1.340	AAA	1.322	60	11/30/2018
3133EFRQ2	150017	Federal Farm Credit Bank		12/03/2015	2,000,000.00	1,997,100.00	2,000,586.67	1.300	AAA	1.223	63	12/03/2018
3135G0G72	150008	Federal Nat'l Mortgage Assoc.		11/05/2015	2,000,000.00	1,995,480.00	1,998,729.22	1.125	AAA	1.238	74	12/14/2018
3133EFSW8	150025	Federal Farm Credit Bank		12/21/2015	2,000,000.00	1,995,660.00	2,000,000.00	1.375	AAA	1.356	81	12/21/2018
3133EG2S3	160044	Federal Farm Credit Bank		01/03/2017	2,000,000.00	1,994,880.00	1,999,605.00	1.280	AAA	1.302	94	01/03/2019
3133EFVD6	150047	Federal Farm Credit Bank		02/01/2016	2,000,000.00	1,991,700.00	2,000,000.00	1.320	AAA	1.302	123	02/01/2019
3130A8XU2	160005	Federal Home Loan Banks		08/08/2016	2,000,000.00	1,990,980.00	2,000,000.00	1.020	AAA	1.006	130	02/08/2019
3130A8V26	160003	Federal Home Loan Banks		08/12/2016	2,000,000.00	1,990,880.00	2,000,000.00	1.050	AAA	1.036	134	02/12/2019
3134G9EB9	150067	Federal Home Loan Mort. Co.		05/13/2016	2,000,000.00	1,991,580.00	2,000,000.00	1.200	AAA	1.184	135	02/13/2019
3135G0ZA4	150034	Federal Nat'l Mortgage Assoc.		01/12/2016	2,000,000.00	1,996,220.00	2,005,810.92	1.875	AAA	1.263	141	02/19/2019
3130A8YM9	160006	Federal Home Loan Banks		08/30/2016	2,000,000.00	1,989,040.00	2,000,000.00	1.000	AAA	0.986	150	02/28/2019
3130A86L2	150074	Federal Home Loan Banks		06/01/2016	2,000,000.00	1,990,580.00	2,000,000.00	1.200	AAA	1.184	151	03/01/2019
3136G3AP0	150052	Federal Nat'l Mortgage Assoc.		03/15/2016	2,000,000.00	1,990,200.00	2,000,000.00	1.250	AAA	1.233	165	03/15/2019
3136G3BR5	150054	Federal Nat'l Mortgage Assoc.		03/22/2016	2,000,000.00	1,989,960.00	2,000,000.00	1.300	AAA	1.282	172	03/22/2019
3134G8WG0	150059	Federal Home Loan Mort. Co.		04/26/2016	2,000,000.00	1,985,420.00	2,000,000.00	1.200	AAA	1.184	207	04/26/2019
3134G92M8	160004	Federal Home Loan Mort. Co.		08/22/2016	2,000,000.00	1,982,420.00	2,000,000.00	1.125	AAA	1.110	233	05/22/2019
3136G2Y76	150051	Federal Nat'l Mortgage Assoc.		02/24/2016	2,000,000.00	1,984,900.00	2,000,000.00	1.300	AAA	1.282	235	05/24/2019
3133EGCA1	150072	Federal Farm Credit Bank		06/03/2016	2,000,000.00	1,980,760.00	1,999,600.00	1.060	AAA	1.066	245	06/03/2019
3136G3AQ8	150053	Federal Nat'l Mortgage Assoc.		03/07/2016	2,000,000.00	1,984,240.00	2,000,000.00	1.320	AAA	1.302	249	06/07/2019
3135G0K77	150071	Federal Nat'l Mortgage Assoc.		06/13/2016	2,000,000.00	1,982,440.00	2,000,000.00	1.250	AAA	1.233	255	06/13/2019
3134G9QW0	150075	Federal Home Loan Mort. Co.		06/14/2016	2,000,000.00	1,982,500.00	2,000,000.00	1.280	AAA	1.262	256	06/14/2019
3136G3PS8	150073	Federal Nat'l Mortgage Assoc.		06/14/2016	2,000,000.00	1,981,720.00	2,000,000.00	1.200	AAA	1.184	256	06/14/2019
3136G3RD9	150080	Federal Nat'l Mortgage Assoc.		06/21/2016	2,000,000.00	1,983,620.00	2,000,000.00	1.375	AAA	1.356	263	06/21/2019
3134G9SL2	150079	Federal Home Loan Mort. Co.		06/28/2016	2,000,000.00	1,981,760.00	2,000,000.00	1.300	AAA	1.282	270	06/28/2019
3137EAEB1	160024	Federal Home Loan Mort. Co.		11/15/2016	2,000,000.00	1,973,680.00	1,993,621.58	0.875	AAA	1.183	291	07/19/2019
3134G8Y86	150061	Federal Home Loan Mort. Co.		04/26/2016	2,000,000.00	1,978,280.00	2,000,000.00	1.250	AAA	1.233	298	07/26/2019
3137EADK2	150035	Federal Home Loan Mort. Co.		01/12/2016	2,000,000.00	1,978,140.00	1,997,466.77	1.250	AAA	1.361	304	08/01/2019
3136G3Q99	160002	Federal Nat'l Mortgage Assoc.		08/15/2016	2,000,000.00	1,976,800.00	2,000,000.00	1.250	AAA	1.233	318	08/15/2019
3134G9CX3	150064	Federal Home Loan Mort. Co.		05/16/2016	2,000,000.00	1,976,860.00	2,000,000.00	1.300	AAA	0.872	319	08/16/2019
3136G2XJ1	150050	Federal Nat'l Mortgage Assoc.		02/23/2016	2,000,000.00	1,976,520.00	2,000,000.00	1.270	AAA	1.253	326	08/23/2019

Portfolio POOL  
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**Kings County Investment Pool**  
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
<b>Government Agency Coupon Securities</b>												
3135G0P49	160029	Federal Nat'l Mortgage Assoc.		11/17/2016	2,000,000.00	1,971,180.00	1,994,511.89	1.000	AAA	1.263	331	08/28/2019
3133EGTB1	160009	Federal Farm Credit Bank		09/06/2016	2,000,000.00	1,974,380.00	1,999,333.33	1.190	AAA	1.207	340	09/06/2019
3133EGTT2	160010	Federal Farm Credit Bank		09/12/2016	2,000,000.00	1,977,020.00	2,000,000.00	1.200	AAA	1.184	346	09/12/2019
313383VN8	160031	Federal Home Loan Banks		11/18/2016	2,000,000.00	1,988,080.00	2,013,343.05	2.000	AAA	1.300	347	09/13/2019
3136G3BB0	150055	Federal Nat'l Mortgage Assoc.		03/16/2016	2,000,000.00	1,976,480.00	2,000,000.00	1.375	AAA	1.356	350	09/16/2019
3135G0P31	160008	Federal Nat'l Mortgage Assoc.		09/20/2016	2,000,000.00	1,974,580.00	2,000,000.00	1.300	AAA	1.282	354	09/20/2019
3136G4AE3	160011	Federal Nat'l Mortgage Assoc.		09/27/2016	2,000,000.00	1,971,860.00	2,000,000.00	1.200	AAA	1.184	361	09/27/2019
3135GOR39	160023	Federal Nat'l Mortgage Assoc.		11/15/2016	2,000,000.00	1,964,980.00	1,991,484.42	1.000	AAA	1.272	388	10/24/2019
3130A7QP3	150062	Federal Home Loan Banks		04/25/2016	2,000,000.00	1,970,500.00	2,000,000.00	1.350	AAA	1.332	389	10/25/2019
3135G0J95	150063	Federal Nat'l Mortgage Assoc.		04/28/2016	2,000,000.00	1,969,760.00	2,000,000.00	1.350	AAA	1.332	392	10/28/2019
3136G4EM1	160013	Federal Nat'l Mortgage Assoc.		10/28/2016	2,000,000.00	1,970,000.00	2,000,000.00	1.250	AAA	1.233	392	10/28/2019
3136G4FY4	160015	Federal Nat'l Mortgage Assoc.		11/08/2016	2,000,000.00	1,969,060.00	2,000,000.00	1.250	AAA	1.233	403	11/08/2019
3130AA3R7	160027	Federal Home Loan Banks		11/17/2016	2,000,000.00	1,971,300.00	2,000,143.92	1.375	AAA	1.351	410	11/15/2019
3133EGJ30	160020	Federal Farm Credit Bank		11/18/2016	2,000,000.00	1,965,560.00	2,000,000.00	1.100	AAA	1.085	413	11/18/2019
3136G3Z40	160007	Federal Nat'l Mortgage Assoc.		08/22/2016	2,000,000.00	1,965,080.00	2,000,000.00	1.200	AAA	1.184	417	11/22/2019
3136G3MK8	150070	Federal Nat'l Mortgage Assoc.		05/25/2016	2,000,000.00	1,969,760.00	2,000,000.00	1.350	AAA	1.332	420	11/25/2019
3136G3RC1	150078	Federal Nat'l Mortgage Assoc.		05/27/2016	2,000,000.00	1,970,960.00	2,000,000.00	1.400	AAA	1.381	420	11/25/2019
3136G3LV5	150069	Federal Nat'l Mortgage Assoc.		05/26/2016	2,000,000.00	1,969,560.00	2,000,000.00	1.350	AAA	1.332	421	11/26/2019
3134GAWS9	160018	Federal Home Loan Mort. Co.		11/29/2016	2,000,000.00	1,965,240.00	2,000,000.00	1.200	AAA	1.184	424	11/29/2019
3130AA4M7	160026	Federal Home Loan Banks		12/02/2016	2,000,000.00	1,971,640.00	2,000,000.00	1.500	AAA	1.479	427	12/02/2019
3133EGT88	160040	Federal Farm Credit Bank		12/12/2016	2,000,000.00	1,971,160.00	2,000,000.00	1.450	AAA	1.430	437	12/12/2019
3136G3RL1	150077	Federal Nat'l Mortgage Assoc.		06/16/2016	2,000,000.00	1,971,580.00	2,000,000.00	1.500	AAA	1.479	441	12/16/2019
3133EGW92	160047	Federal Farm Credit Bank		01/10/2017	2,000,000.00	1,971,720.00	2,000,000.00	1.500	AAA	1.479	444	12/19/2019
3136G3RP2	150082	Federal Nat'l Mortgage Assoc.		06/23/2016	2,000,000.00	1,971,040.00	2,000,000.00	1.500	AAA	1.479	448	12/23/2019
3136G4JK0	160035	Federal Nat'l Mortgage Assoc.		12/27/2016	2,000,000.00	1,972,060.00	2,000,000.00	1.550	AAA	1.529	452	12/27/2019
3130AADC9	160039	Federal Home Loan Banks		12/30/2016	2,000,000.00	1,969,540.00	2,000,000.00	1.500	AAA	1.479	455	12/30/2019
3134GAYY4	160025	Federal Home Loan Mort. Co.		12/30/2016	2,000,000.00	1,969,460.00	2,000,000.00	1.500	AAA	1.479	455	12/30/2019
3133EG3J2	160045	Federal Farm Credit Bank		01/10/2017	2,000,000.00	1,969,980.00	1,999,890.00	1.550	AAA	1.532	466	01/10/2020
3136G4KM4	160043	Federal Nat'l Mortgage Assoc.		01/17/2017	2,000,000.00	1,975,820.00	2,000,000.00	1.750	AAA	1.726	473	01/17/2020
3136G3J55	160001	Federal Nat'l Mortgage Assoc.		07/27/2016	2,000,000.00	1,962,400.00	1,999,357.14	1.270	AAA	1.274	483	01/27/2020
3133EG5R2	160052	Federal Farm Credit Bank		02/06/2017	2,000,000.00	1,971,860.00	2,000,000.00	1.670	AAA	1.647	493	02/06/2020
3133EJCN7	170017	Federal Farm Credit Bank		03/15/2018	3,000,000.00	2,972,790.00	2,989,678.08	2.070	AAA	2.274	501	02/14/2020
3130A9V49	160017	Federal Home Loan Banks		11/25/2016	2,000,000.00	1,958,420.00	2,000,000.00	1.250	AAA	1.233	511	02/24/2020
3130ADR61	170019	Federal Home Loan Banks		03/16/2018	3,000,000.00	2,978,550.00	2,996,486.20	2.270	AAA	2.318	522	03/06/2020
313378J77	160028	Federal Home Loan Banks		11/17/2016	2,000,000.00	1,973,440.00	2,014,457.19	1.875	AAA	1.361	529	03/13/2020
3134GBEB4	160058	Federal Home Loan Mort. Co.		03/30/2017	2,000,000.00	1,969,020.00	2,000,000.00	1.700	AAA	1.677	543	03/27/2020

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
<b>Government Agency Coupon Securities</b>												
3130AB4C7	160060	Federal Home Loan Banks		04/24/2017	2,000,000.00	1,966,360.00	2,000,000.00	1.700	AAA	1.677	571	04/24/2020
3136G4FG3	160014	Federal Nat'l Mortgage Assoc.		10/27/2016	2,000,000.00	1,957,840.00	2,000,000.00	1.375	AAA	1.356	574	04/27/2020
3130AAK56	160046	Federal Home Loan Banks		01/30/2017	2,000,000.00	1,967,600.00	2,000,000.00	1.750	AAA	1.726	577	04/30/2020
3137EADR7	160030	Federal Home Loan Mort. Co.		11/17/2016	2,000,000.00	1,956,440.00	1,999,803.22	1.375	AAA	1.361	578	05/01/2020
3133EGD69	160019	Federal Farm Credit Bank		11/07/2016	2,000,000.00	1,953,860.00	1,999,428.57	1.320	AAA	1.316	584	05/07/2020
3130A9VT5	160016	Federal Home Loan Banks		11/22/2016	2,000,000.00	1,950,060.00	2,000,000.00	1.250	AAA	1.233	599	05/22/2020
3136G4JB0	160033	Federal Nat'l Mortgage Assoc.		11/30/2016	2,000,000.00	1,964,080.00	2,000,000.00	1.625	AAA	1.603	603	05/26/2020
3134GAYM0	160022	Federal Home Loan Mort. Co.		11/28/2016	2,000,000.00	1,955,600.00	2,000,000.00	1.400	AAA	1.381	605	05/28/2020
3133EGP33	160032	Federal Farm Credit Bank		12/01/2016	2,000,000.00	1,962,440.00	2,000,000.00	1.650	AAA	1.627	609	06/01/2020
313383HU8	160034	Federal Home Loan Banks		11/30/2016	2,000,000.00	1,963,880.00	2,010,403.77	1.750	AAA	1.462	620	06/12/2020
3130ABNQ5	160066	Federal Home Loan Banks		06/28/2017	2,000,000.00	1,959,680.00	1,999,332.10	1.625	AAA	1.620	634	06/26/2020
3130ABPV2	160068	Federal Home Loan Banks		06/30/2017	2,000,000.00	1,961,700.00	2,000,000.00	1.690	AAA	1.667	637	06/29/2020
3136G4JN4	160036	Federal Nat'l Mortgage Assoc.		12/29/2016	2,000,000.00	1,964,540.00	2,000,000.00	1.700	AAA	1.677	637	06/29/2020
3133EHSE4	170000	Federal Farm Credit Bank		07/24/2017	2,000,000.00	1,960,480.00	2,000,000.00	1.700	AAA	1.677	662	07/24/2020
3136G4LG6	160055	Federal Nat'l Mortgage Assoc.		02/28/2017	2,000,000.00	1,960,420.00	2,000,000.00	1.800	AAA	1.775	697	08/28/2020
3130AE2V1	170028	Federal Home Loan Banks		04/30/2018	3,000,000.00	2,980,830.00	3,000,000.00	2.550	AAA	2.515	760	10/30/2020
3134GB6C1	170010	Federal Home Loan Mort. Co.		12/18/2017	3,000,000.00	2,941,650.00	3,000,000.00	2.000	AAA	1.973	809	12/18/2020
3134GBSW3	160067	Federal Home Loan Mort. Co.		06/28/2017	2,000,000.00	1,951,320.00	1,999,712.92	1.750	AAA	1.732	813	12/22/2020
3134GB5E8	170009	Federal Home Loan Mort. Co.		12/28/2017	3,000,000.00	2,938,020.00	3,000,000.00	2.000	AAA	1.973	819	12/28/2020
3130ADC26	170013	Federal Home Loan Banks		01/29/2018	3,000,000.00	2,942,430.00	3,000,000.00	2.200	AAA	2.170	851	01/29/2021
3134GSDF9	170015	Federal Home Loan Mort. Co.		02/28/2018	3,000,000.00	2,961,510.00	3,000,000.00	2.420	AAA	2.387	879	02/26/2021
3136G4SA2	170029	Federal Nat'l Mortgage Assoc.		04/30/2018	3,000,000.00	2,973,990.00	3,000,000.00	2.650	AAA	2.614	942	04/30/2021
3130ADJ45	170014	Federal Home Loan Banks		01/30/2018	3,000,000.00	2,950,770.00	3,000,000.00	2.375	AAA	2.342	1,033	07/30/2021
3134GSRX5	170038	Federal Home Loan Mort. Co.		07/26/2018	3,000,000.00	2,977,830.00	3,000,000.00	3.000	AAA	2.959	1,213	01/26/2022
3134GSSC0	170039	Federal Home Loan Mort. Co.		07/30/2018	3,000,000.00	2,981,670.00	3,000,000.00	3.020	AAA	2.979	1,215	01/28/2022
3134GSNT8	170033	Federal Home Loan Mort. Co.		06/28/2018	3,000,000.00	2,977,410.00	3,000,000.00	3.000	AAA	2.960	1,274	03/28/2022
3133EJLA5	170027	Federal Farm Credit Bank		04/18/2018	3,000,000.00	2,971,350.00	3,000,000.00	2.830	AAA	2.791	1,295	04/18/2022
3133EJPH6	170031	Federal Farm Credit Bank		05/17/2018	3,000,000.00	2,988,690.00	3,000,000.00	3.000	AAA	2.959	1,324	05/17/2022
3134GSJH9	170023	Federal Home Loan Mort. Co.		04/11/2018	3,000,000.00	2,965,140.00	3,000,000.00	2.875	AAA	2.836	1,379	07/11/2022
3133EJUQ0	170040	Federal Farm Credit Bank		07/18/2018	3,000,000.00	2,974,890.00	3,000,000.00	3.070	AAA	3.028	1,386	07/18/2022
3133EJKZ1	170024	Federal Farm Credit Bank		04/12/2018	3,000,000.00	2,979,480.00	3,000,000.00	3.000	AAA	2.959	1,472	10/12/2022
3134GSGV1	170020	Federal Home Loan Mort. Co.		03/27/2018	3,050,000.00	3,022,031.50	3,047,666.75	3.050	AAA	3.026	1,638	03/27/2023
3130ADV41	170021	Federal Home Loan Banks		03/28/2018	3,000,000.00	2,952,840.00	3,000,000.00	3.080	AAA	3.038	1,639	03/28/2023
3130ADZ88	170026	Federal Home Loan Banks		04/17/2018	3,000,000.00	2,961,300.00	3,000,000.00	3.000	AAA	2.959	1,659	04/17/2023
3134GSJK2	170025	Federal Home Loan Mort. Co.		04/26/2018	3,000,000.00	2,965,560.00	3,000,000.00	3.060		3.018	1,668	04/26/2023
3130AECF5	170032	Federal Home Loan Banks		06/01/2018	3,000,000.00	2,986,620.00	3,002,166.67	3.250	AAA	3.205	1,695	05/23/2023

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**Kings County Investment Pool  
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
<b>Government Agency Coupon Securities</b>												
3133EJRP6	170035	Federal Farm Credit Bank		06/12/2018	3,000,000.00	2,969,220.00	3,000,000.00	3.170	AAA	3.127	1,715	06/12/2023
3134GSNY7	170034	Federal Home Loan Mort. Co.		06/28/2018	3,000,000.00	2,979,480.00	3,000,000.00	3.250	AAA	3.205	1,731	06/28/2023
<b>Subtotal and Average</b>			<b>246,456,173.33</b>		<b>244,050,000.00</b>	<b>241,237,051.50</b>	<b>244,048,692.28</b>			<b>1.746</b>	<b>612</b>	
<b>Commercial Paper Disc. -At Cost</b>												
89233HLP7	170018	Toyota Motor Credit Corp.		03/15/2018	2,000,000.00	1,993,380.00	1,968,515.56	2.240	P-1	2.300	53	11/23/2018
89233HQ72	170037	Toyota Motor Credit Corp.		07/10/2018	5,000,000.00	4,945,900.00	4,919,333.33	2.420	P-1	2.486	157	03/07/2019
<b>Subtotal and Average</b>			<b>6,887,848.89</b>		<b>7,000,000.00</b>	<b>6,939,280.00</b>	<b>6,887,848.89</b>			<b>2.433</b>	<b>127</b>	
<b>LAIF - Local Agency Investment Pool</b>												
SYS990001	990001	Local Agency Investment Fund			65,000,000.00	65,000,000.00	65,000,000.00	2.000	N/R	1.973	1	
<b>Subtotal and Average</b>			<b>48,100,000.00</b>		<b>65,000,000.00</b>	<b>65,000,000.00</b>	<b>65,000,000.00</b>			<b>1.973</b>	<b>1</b>	
<b>Medium Term Notes</b>												
89236TBB0	170016	Toyota Motor Credit Corp.		03/16/2018	3,000,000.00	2,997,420.00	2,995,927.57	2.100	Aa3	2.342	108	01/17/2019
037833BQ2	170004	Apple Inc		11/16/2017	3,000,000.00	2,991,960.00	2,999,293.42	1.700	Aa1	1.723	144	02/22/2019
037833CB4	160037	Apple Inc		12/06/2016	2,000,000.00	1,974,160.00	1,988,758.20	1.100	Aa1	1.657	305	08/02/2019
594918BN3	160048	Microsoft Corp		01/12/2017	2,000,000.00	1,974,360.00	1,992,022.46	1.100	Aaa	1.487	311	08/08/2019
594918BN3	160053	Microsoft Corp		02/06/2017	3,000,000.00	2,961,540.00	2,984,195.12	1.100	Aaa	1.617	311	08/08/2019
084664CK5	160057	Berkshire Hathaway		03/14/2017	2,000,000.00	1,975,880.00	1,991,419.52	1.300	Aa2	1.716	318	08/15/2019
931142DY6	170007	Wal-Mart Stores		11/21/2017	3,000,000.00	2,972,940.00	2,995,723.01	1.750	Aa2	1.822	373	10/09/2019
89236TDH5	170005	Toyota Motor Credit Corp.		11/16/2017	3,000,000.00	2,960,280.00	2,986,468.79	1.550	Aa3	1.832	382	10/18/2019
037833AX8	160038	Apple Inc		12/06/2016	2,000,000.00	1,966,560.00	1,989,315.44	1.550	Aa1	1.894	494	02/07/2020
594918AY0	170011	Microsoft Corp		12/21/2017	3,000,000.00	2,961,720.00	2,991,595.33	1.850	Aaa	2.013	499	02/12/2020
037833CS7	170006	Apple Inc		11/16/2017	3,000,000.00	2,949,780.00	2,986,846.93	1.800	Aa1	1.998	588	05/11/2020
594918BG8	170008	Microsoft Corp		11/21/2017	3,000,000.00	2,946,900.00	2,995,423.73	2.000	Aaa	2.035	764	11/03/2020
037833BS8	170012	Apple Inc		12/21/2017	3,000,000.00	2,946,540.00	2,996,926.44	2.250	Aa1	2.261	876	02/23/2021
084670BQ0	170022	Berkshire Hathaway		04/09/2018	3,000,000.00	2,941,620.00	2,968,346.59	2.200	Aa2	2.605	896	03/15/2021
037833AY6	170041	Apple Inc		08/01/2018	2,000,000.00	1,933,640.00	1,941,968.45	2.150	Aa1	2.989	1,227	02/09/2022
931142DU4	170042	Wal-Mart Stores		08/02/2018	3,000,000.00	2,900,160.00	2,912,964.17	2.350	Aa2	3.098	1,536	12/15/2022
084670BJ6	170036	Berkshire Hathaway		06/29/2018	3,000,000.00	2,978,700.00	2,983,712.27	3.000	Aa2	3.087	1,594	02/11/2023
084670BR8	170030	Berkshire Hathaway		04/23/2018	3,000,000.00	2,929,950.00	2,944,118.27	2.750	Aa2	3.156	1,626	03/15/2023
<b>Subtotal and Average</b>			<b>48,646,478.23</b>		<b>49,000,000.00</b>	<b>48,264,110.00</b>	<b>48,645,025.71</b>			<b>2.206</b>	<b>699</b>	

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**Kings County Investment Pool  
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity
Total and Average			350,090,500.44		365,050,000.00	361,440,441.50	364,581,566.88			1.861	506

## HANFORD ELEMENTARY SCHOOL DISTRICT

**Agenda Request Form**

**TO:** Joy C. Gabler

**FROM:** David Endo

**DATE:** November 5, 2018

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

**FOR:** ( ) Information  
(X) Action

Date you wish to have your item considered: November 14, 2018

**ITEM:**

Consider rejection of Claim for Damages: Fanny Miranda

**PURPOSE:**

The District has received a Claim for Damages where claimant alleges that the heavy equipment and new construction conducted at Martin Luther King Jr. Elementary school June – August 2018 caused cracks to the tile throughout her house and extensive damage to the foundation. Claimant requested \$12,000.00 for the cost to repair the foundation for her house and to remove and replace the tile.

The District's property/liability insurance carrier recommends that the Board reject the Claim. The insurance company concluded no apparent liability on the District for this claim.

**FISCAL IMPACT:**

None at this time.

**RECOMMENDATION:**

Reject Claim for Damages: Fanny Miranda

RECEIVED

OCT 31 2018

Supt's Office

# CLAIM FOR DAMAGES TO PERSON OR PROPERTY

## INSTRUCTIONS:

1. Claims for death, injury to person or personal property must be filed not later than 6 months after the occurrence. (Govt. Code Sec. 911.2)
2. Claims for damage to all other property must be filed not later than 1 year after the occurrence.
3. Attach separate sheets, if necessary, and sign each sheet.
4. Claim must be filed with the School District (Govt. Code 915a).

To: (Name of School District)

Hanford Elementary School District.

Name of Claimant and age, including name of parent or guardian if required:

Armando & Fanny Miranda

Address of Claimant:

797 Fulton Ct

Hanford CA 93230.

Telephone Number:

559-362-3969.

Address where notices are to be sent:

797 Fulton Ct

Hanford, CA 93230

When did injury or damage occur? Give full particulars, date & time of day:

See attached

Where did injury or damage occur? Describe fully and provide diagram where appropriate, give street name and address and measurements from landmarks. (Use second page if necessary):

See attached

How did injury or damage occur? Give full particulars (Use second page if necessary):

See attached.

What particular act or omission do you claim caused the injury or damage? Give names of school district employees causing injury or damage, if known:

see attached

What damage or injury do you claim resulted? Give full extent of injury or damages claimed:

See attached.

What amount do you claim on account of each item of injury or damage as of the date of presentation of this claim, including prospective injury, damages or loss, and give basis of computation of amount (Use second page if necessary):

See attached.

(continued on reverse side)

To: Hanford Elementary School District

CLAIM FOR DAMAGES  
TO PERSON OR PROPERTY

**Name of Claimant and age:** Fanny Miranda (59)

**Address of Claimant:** 797 Fulton Ct. Hanford, CA 93230

**Telephone number:** 559-362-3969

**Address where notices are to be sent:** 797 Fulton Ct. Hanford, CA 93230

**When did injury or damage occur?** As soon as the 2017-18 school year ended, at the beginning of June 2018. MLK School started bringing heavy equipment to remove sidewalks, portable classrooms (4) and a large grass area to make room for a new Community School facing Dawn Lane. At the beginning of the project, we started noticing vibrations throughout the entire house and some pieces of tile were cracking. As the days went by, we started noticing more cracks and the tile cracks were getting longer.

**Where did the injury or damage occur?** 797 Fulton CT. Hanford, CA 93230 (see attached map). Our home is located on the corner of Fulton Ct. and Dawn Lane. The new CDS and new parking lot are located across from our house.

**How did injury or damage occur?** It is our belief that the cracks to the tile throughout our home, and subsequent cracks to the foundation of our home, occurred as a result of the heavy equipment that was used throughout June-August 2018, during the moving of equipment, new construction at CDS and the adjacent parking lot.

**What particular omission do you claim caused the injury or damage?** The new construction and heavy equipment.

**What damage or injury do you claim resulted?** As a result of all the earth movement, extensive damage was caused to the tile in our living room, kitchen, dining room, family room and hallway. As the tile was removed, extensive damage was caused to the foundation of the house.

**What amount do you claim on account of each item or damage as of the date of presentation of this claim?**

Based on the expenses incurred to remove tile, fix all foundation cracks, and installation of flooring, our claim amount is \$12,000.00 (amount was reduced based on a refund of \$52.25 from Kings Waste & Recycling Authority).

The approved estimate was submitted with my letter and has a very detailed list of expenses.

State amount claimed as damages: (see attached receipts, and estimates)

\_\_\_\_\_ Less than \$10,000.00



☐ X ☐ \$10,000.00 - \$25,000.00