

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, March 13, 2019

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# 19-12 Lincoln
- **Public Employee Discipline/Dismissal/Release** *(GC 54957)*

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 February 22, 2019 and March 1, 2019.
- b) Approve minutes of Regular Board Meeting held on February 27, 2019.
- c) Approve interdistrict transfers as recommended.

3. INFORMATION ITEMS

- a) Receive for information the following revised Board Policy: (Carlton)
 - BP 0400 – Comprehensive Plans
 - b) Receive for information the following deleted Board Policy and Administrative Regulation: (Carlton)
 - BP/AR 0520.2 – Title I Program Improvement Schools
- *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.*

- c) Receive for information the following deleted Board Policy: (Carlton)
 - BP 0520.3 – Title I Program Improvement Districts
- d) Receive for information the following revised Board Policy and Administrative Regulation: (Carlton)
 - BP/AR 6171 – Title I Programs
- e) Receive for information the following revised Board Policy: (Rubalcava)
 - BP 6142.93 – Science Instruction
- f) Receive for information the following revised Board Policy: (Mulligan)
 - BP 3514.1 – Hazardous Substances
- g) Receive for information the following revised Administrative Regulation: (Mulligan)
 - AR 3514.2 – Integrated Pest Management
- h) Receive for information the following revised Administrative Regulation: (Mulligan)
 - AR 3541 – Transportation Routes and Services

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of Memorandum of Understanding with Sacramento county Office of Education (Gomez)
- b) Consider approval of the 2018-2019 updated School Plans (Carlton)
- c) Consider approval of E-Rate Form 471 Application for 2019 – Fiber Optic cabling and electronics upgrade (Goldsmith)
- d) Consider authorization to solicit bids for the reroof of Woodrow Wilson Jr. High building 200 and band room (Mulligan)
- e) Consider approval of agreement with Mangini Associates, Inc. for construction administration services for Woodrow Wilson Jr High (Mulligan)
- f) Consider approval of agreement with Blair, Church & Flynn (Mulligan)
- g) Consider approval of the following revised Board Bylaw: (Gabler)
 - BB 9322 – Agenda/Meeting Materials
- h) Consider approval of the following revised Board Policy and Administrative Regulation: (Strickland)
 - BP/AR 5113.1 – Chronic Absence and Truancy
- i) Consider approval of the following revised Board Policy and Administrative Regulation: (Strickland)
 - BP/AR 5117 – Interdistrict Attendance
- j) Consider approval of the following revised Administrative Regulation: (Strickland)
 - AR 6173.1 – Education for Foster Youth

5. PERSONNEL (Martinez)

- a) Employment

Certificated, effective 8/8/19

- Briana Camara, Teacher, Probationary
- Jennifer Carrillo, Teacher, Probationary
- Tyler Lourenco. Teacher, Probationary
- Ashley Pond, Teacher, Probationary
- Mario Tafolla, Teacher, Probationary
- Lina Tuon, Teacher, Permanent (rehired)

Classified

- Jamie Reyes Camargo, Food Service Worker II – 2.5 hrs., Kennedy, effective 2/25/19

Temporary Employees/Substitutes

- Heidi Brunette, Substitute Special Education Aide and Yard Supervisor, effective 1/24/19
- Jocelyn Sanchez Gomez, Substitute Yard Supervisor, effective 2/25/19; Short-term Yard Supervisor – 1.5 hrs., Hamilton, effective 2/25/19 to 4/12/19
- Kristy Kairis, Substitute READY Program Tutor, effective 5/20/19
- Alberto Ordonez, Substitute Account Clerk II, Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 2/27/19
- Jennifer Paul Saylor, Short-term Yard Supervisor – 2.0 hrs., Lincoln, effective 3/18/19 to 6/7/19
- Janell Zendejas, Substitute Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 2/21/19

Yard Supervisors

- Krystal Calderon, Yard Supervisor – 1.5 hrs., King, effective 3/4/19
- Perla Leon Perez, Yard Supervisor – 1.5 hrs., King, effective 3/4/19
- Raquel Ramirez, Yard Supervisor – 2.0 hrs., Lincoln, effective 3/4/19
- Sonia Ramirez, Yard Supervisor – 3.5 hrs., Simas, effective 3/4/19

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

- Paul Meza, 8th Grade Boys Baseball Coach, Kennedy, effective 2/28/19 to 5/15/19
- Sara Meza, 8th Grade Boys Baseball Coach, Kennedy, effective 2/25/19 to 5/15/19
- Bradley Smith, 8th Grade Boys Baseball Coach, Wilson, effective 2/25/19 to 5/15/19
- Brianna Stokes, 7th Grade Girls Softball Coach, Wilson, effective 2/21/19 to 5/15/19

c) Resignations

- Yesenia Caro, Substitute Yard Supervisor, effective 2/28/19
- Christopher Costello, Jr., Teacher, Lincoln, effective 6/7/19
- Jaqueline Gonzales, Teacher, Richmond, effective 6/7/19
- Elizabeth Hovis, Teacher, King, effective 6/7/19
- Kristy Kairis, READY Program Tutor – 4.5 hrs., Simas, effective 5/17/19
- Allen Manes, Teacher, Simas, effective 6/7/19
- Jesus Rodriguez, Teacher, Jefferson Charter Academy, effective 6/7/19
- Maribel Santiago, Special Education Aide – 5.0 hrs., Simas, effective 6/7/19
- Brittany Young, Teacher, King, effective 6/7/19

d) Retirement

- Amy Oliveira, Account Technician III – 8.0 hrs., Food Services, effective 4/12/19

e) Decrease in Hours

- Maria Munoz Gomez, Yard Supervisor, from 2.0 hrs. to 1.5 hrs., Jefferson, effective 2/25/19

f) More Hours

- Ma Carmen Solorio, Yard Supervisor, from 2.5 hrs. to 3.0 hrs., Jefferson, effective 2/25/19

g) Leave of Absence

- Mary Detlefsen, Teacher on LOA, effective 2019-20 school year, child rearing
- Lindsay Fuller, Teacher on LOA, effective 2019-20 school year, child rearing
- Amanda Little, Teacher, Washington, effective 2019-20 school year, child rearing
- Rosa Temores, Account Clerk I – 3.0 hrs., Roosevelt, effective 2/19/19 to 3/1/19, personal

h) Volunteers

<u>Name</u>	<u>School</u>
Ashlee Cisneros	Hamilton
Nicole Gomez	Hamilton
Elena Rodriguez	Hamilton
Claudia Vasquez	Hamilton
Claudia Santamaria	Jefferson
Ann Marie Perez	King
Violeta Rodriguez Ceja	King
Lorie Rodriguez	Monroe
Ying Wang	Monroe
Angeles Parra	Richmond
Maria Lombero	Roosevelt
Jacqueline Castillo	Simas
Zenallynn Desamito	Simas
Denise Gonzalez	Simas
Sara Shaie	Simas
Michelle Schoettgen	Washington
Michaela Vera	Wilson
Ruth Rodriguez	King/Lincoln/Monroe
Emelia Arroyo	Roosevelt/Kennedy

6. FINANCIAL (Endo)

None

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Joy Gabler
FROM: Jay Strickland
DATE: March 4, 2019

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

Date you wish to have your item considered: March 13, 2019

ITEM: Administrative Panel Recommendations

PURPOSE:
Case# 19-12 Lincoln

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 03/04/2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 03/13/2019

ITEM:

Consider approval of warrants.

PURPOSE:

The administration is requesting the approval of the warrants as listed on the registers dated: 02/22/19 and 03/01/19.

FISCAL IMPACT:

See attached.

RECOMMENDATIONS:

Approve the warrants.

Warrant Register For Warrants

Dated 02/22/2019

Warrant Number	Vendor Number	Vendor Name	Amount
12601523	6431	AMAZON.COM Office Supplies/Inst'l Matl's/Warehouse	\$4,815.92
12601524	59	AMERIPRIDE UNIFORM SERVICES Laundry/Mop/Mat Services	\$3,548.33
12601525	59	AMERIPRIDE UNIFORM SERVICES Laundry/Mop/Mat Services	\$341.07
12601526	3947	ATKINSON ANDELSON LOYA RUUD & ROMO Legal	\$22,278.42
12601527	150	BLINDS ETC. Repairs	\$50.00
12601528	6315	BRIANNE BRIENO Travel & Conf/Mileage	\$435.80
12601529	236	STATE OF CALIFORNIA Other Services	\$1,902.00
12601530	5154	RICK CALVILLO Travel & Conf	\$66.00
12601531	5799	MIRANDA CANTU Travel & Conf	\$198.00
12601532	355	CDT INC. Other Services	\$150.00
12601533	6964	CENTRAL VALLEY PRINT SOLUTIONS Inst'l Matl's	\$1,427.47
12601534	6625	COSCO FIRE PROTECTION Repairs	\$315.00
12601535	7073	DECORATOR DRAPERIES Repairs	\$16,959.88
12601536	2505	DEMSEY FILLIGER & ASSOCIATES Other Services	\$2,000.00
12601537	5786	DOCUMENT TRACKING SERVICES Other Services	\$2,927.66
12601538	6723	JENNIFER ELLIOTT Allowance	\$186.99
12601539	7330	NICOLE D. ESQUEDA OD Homeless Needs	\$161.25
12601540	6453	FLOWERS BAKING COMPANY Food	\$1,689.00
12601541	6232	FOLLETT LIBRARY RESOURCES Books	\$2,095.37
12601542	1177	FRED PRYOR SEMINARS Travel & Conf	\$1,216.00
12601543	1769	FRESNO PRODUCE Food	\$14,862.37
12601544	558	CAROL GALLEGOS Travel & Conf	\$20.00
12601545	1393	GAS COMPANY Gas	\$2,938.66
12601546	591	GOLD STAR FOODS Food	\$32,592.53
12601547	5264	HOUGHTON MIFFLIN HARCOURT Books	\$997.34
12601548	7093	ELIZABETH HOVIS Allowance	\$30.74
12601549	2528	INDUSTRIAL PLUMBING SUPPLY Grounds Supplies	\$1,010.12
12601550	7175	iREPAIR Repairs	\$160.00
12601551	6665	ISOM ADVISORS URBAN FUTURES INC Other Services	\$500.00
12601552	4340	DEBRALEE M. JUAREZ Travel & Conf/Mileage	\$435.80
12601553	1931	KCSBA Membership Dues	\$100.00
12601554	5290	KEENAN & ASSOCIATES Other Services	\$1,344.00
12601555	3760	KINGS COUNTY AIR Repairs	\$9,186.00
12601556	820	SHEILA E KURTZ READY Rewards	\$21.18
12601557	827	LA TAPATIA TORTILLERIA INC. Food	\$758.23
12601558	942	KAREN MCCONNELL Travel & Conf/Mileage	\$320.68
12601559	7331	ALBERTO ORDONEZ Other Services	\$20.00
12601560	5111	P & R PAPER SUPPLY COMPANY INC Kitchen Supplies	\$4,218.39
12601561	6946	MARIA PORRAS Allowance	\$186.04
12601562	1168	PRODUCERS DAIRY PRODUCTS Food	\$11,655.56
12601563	7084	JESUS RODRIGUEZ Travel & Conf	\$66.00
12601564	6500	SAN JUAN BAUTISTA STATE HISTORIC PARK Study Trip	\$100.00
12601565	2985	ELIZABETH SASSELLI Allowance	\$199.26
12601566	1303	SAVE MART SUPERMARKETS Food	\$122.62
12601567	4031	SIX FLAGS MAGIC MOUNTAIN Field Trip	\$7,098.25
12601568	4031	SIX FLAGS MAGIC MOUNTAIN Field Trip	\$5,649.00
12601569	1801	SMART & FINAL STORES (HFD KIT) Food	\$474.10
12601570	1389	PATRICIA SOPER Mileage	\$200.68

**Warrant Register For Warrants
Dated 02/22/2019**

Warrant Number	Vendor Number	Vendor Name	Amount
12601571	1392	SOUTHERN CALIFORNIA EDISON CO. Electricity	\$3,409.56
12601572	1444	SYSCO FOODSERVICES OF MODESTO Food/Kitchen Supplies	\$17,163.02
12601573	4021	KELLY TAGGERT Allowance	\$200.00
12601574	3154	UPS Postage	\$41.36
12601575	1647	VERITIV OPERATING COMPANY Warehouse	\$1,032.83
12601576	5905	KATELYN WARNER Allowance	\$83.50
12601577	7072	TAKEYA WASHINGTON Allowance	\$99.83
12601578	6132	ASHLEY WELCH Travel & Conf	\$198.00
12601579	7229	LEANN WILLIAMSON Mileage	\$200.68

Total Amount of All Warrants:	\$180,460.49
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Credit Card Register For Payments
Dated 02/22/2019

Document Number	Vendor Number	Vendor Name	Amount
14025262	176	BSN SPORTS Athletic Supplies	\$1,770.15
14025263	416	DEMCO INC. Inst'l Media Supplies	\$186.24
14025264	599	GOPHER SPORT Athletic Supplies	\$434.87
14025265	4141	HAZARD MANAGEMENT SERVICES Travel & Conf	\$500.00
14025266	1111	J W PEPPER & SON INC Band Supplies	\$191.51
14025267	1466	TERMINIX INTERNATIONAL Pest Control	\$346.00
14025268	1466	TERMINIX INTERNATIONAL Pest Control-Kitchen	\$50.00
14025269	1547	VALLEY PUBLIC TELEVISION Inst'l Consultant	\$1,500.00

Total Amount of All Credit Card Payments:**\$4,978.77**

Warrant Register For Warrants

Dated 03/01/2019

Warrant Number	Vendor Number	Vendor Name	Amount
12602331	6403	A BOUNCIN' BLAST Inst'l Consultant	\$1,475.00
12602332	2972	ROSA E. ADAMS Allowance	\$186.44
12602333	6271	MARIBEL AGUILERA Travel & Conf	\$17.00
12602334	1142	MICHELE ALEXANDER Mileage	\$87.23
12602335	7059	MARIA ALVAREZ Travel & Conf	\$32.00
12602336	53	AMERICAN MUSIC COMPANY Equipment	\$1,198.26
12602337	6253	AT&T Telephone	\$2,302.50
12602338	3505	CRYSTAL G. AVILA Allowance	\$181.09
12602339	2773	KRISTI BACHMAN Allowance	\$100.61
12602340	6469	JENNIFER BAKER Travel & Conf	\$17.00
12602341	3258	BANK OF AMERICA Travel & Conf/Books	\$387.41
12602342	128	BENCHMARK EDUCATION COMPANY Textbooks	\$7,132.13
12602343	5748	BMX FREESTYLE TEAM LLC Inst'l Consultant	\$1,375.00
12602344	6705	ARLO BRAUN Travel & Conf	\$32.00
12602345	163	DEBORAH BRAY Allowance	\$84.20
12602346	7250	LUCY BRIENO Allowance	\$166.70
12602347	6942	CARMEN CALLERES Travel & Conf	\$32.00
12602348	1954	KATHALEEN S. CARRI Allowance	\$176.90
12602349	5869	ERIKA CASTORENA Travel & Conf	\$17.00
12602350	3012	CBS DOOR Maintenance Matls	\$642.88
12602351	6859	CENTRAL COAST AQUARIUM Study Trip	\$870.00
12602352	303	CHAFFEE ZOO Study Trip	\$540.00
12602353	304	NICK CHAMPI ENTERPRISES INC. Grounds Matls	\$247.78
12602354	6933	CHRISTINE CIBRIAN Allowance/Instl Matls	\$230.89
12602355	4178	COOK'S COMMUNICATION READY Radios	\$646.07
12602356	7333	JOEL COOLEY Travel & Conf	\$1,063.00
12602357	6545	CANDACE CREWSE Allowance	\$142.86
12602358	4925	LINDA CRUZ Travel & Conf	\$34.00
12602359	392	CUMMINS PACIFIC LLC Transportation Supplies	\$850.80
12602360	5354	DIANNE DIAS Allowance	\$188.50
12602361	5853	RITA DIAZ Travel & Conf	\$32.00
12602362	433	DISCOVERY CENTER Study Trip	\$565.00
12602363	6006	JACQUELYN DOYEL Rewards	\$109.02
12602364	6274	ANTHONY ECK Allowance	\$186.94
12602365	3517	JENNIFER FAGUNDES Supplies	\$10.73
12602366	4092	FITNESS FINDERS INC READY Instl Matls	\$188.75
12602367	7095	KRISTIN FLETCHER Allowance	\$168.39
12602368	6232	FOLLETT LIBRARY RESOURCES Books/Software License	\$22,192.43
12602369	3956	FUN WORKS Inst'l Consultant	\$400.00
12602370	562	GRACIELA GARCIA Allowance	\$137.04
12602371	3862	SHELLY GARRETT Allowance	\$200.00
12602372	4225	KAYE GARRISON Allowance	\$62.25
12602373	1393	GAS COMPANY Gas	\$783.78
12602374	1816	LUCY GOMEZ PIQE Supplies	\$419.36
12602375	4049	SHERI GORDON Allowance	\$200.00
12602376	7334	LIZETTE GUTIERREZ Travel & Conf	\$34.00
12602377	632	CITY OF HANFORD Water/Sewer	\$9,435.86
12602378	3367	HEINEMANN PUBLISHING Books	\$1,971.37

Warrant Register For Warrants

Dated 03/01/2019

Warrant Number	Vendor Number	Vendor Name	Amount
12602379	7281	HERBERT L FLAKE CO. Maintenance Supplies	\$291.90
12602380	5513	HARMINI HERNANDEZ Travel & Conf	\$34.00
12602381	7228	SAMANTHA HERNANDEZ Travel & Conf	\$32.00
12602382	7175	iREPAIR Repairs	\$300.00
12602383	3718	ISLAND WATER PARK Field Trip	\$2,518.80
12602384	762	TAMMY JOHNSON Mileage	\$36.54
12602385	6493	KELLIE JONES Instl Matls/Allowance	\$293.23
12602386	796	KINGS COUNTY OFFICE OF ED Other Services	\$22,435.86
12602387	3782	KINGS COUNTY SPORTS OFFICIALS Inst'l Consultant	\$1,472.00
12602388	5893	MONICA KRAEMER Travel & Conf	\$17.00
12602389	5363	BETHANEY KUENNING Instl Matls/Allowance	\$216.32
12602390	820	SHEILA E KURTZ JR Explorer Supplies	\$19.31
12602391	4216	AIMEE LADD Allowance	\$106.91
12602392	6413	LYNZI LOWE Travel & Conf	\$32.00
12602393	6617	LESLIE MARAIN Travel & Conf	\$32.00
12602394	5570	MATELOT GULCH MINING Study Trip	\$448.00
12602395	6298	MESA ALTA TRANSPORTATION INC Medical	\$425.38
12602396	977	ORAL E. MICHAM INC. Buildings & Improvements	\$31,621.79
12602397	2856	CHRISTINE MIZER Allowance	\$185.00
12602398	6290	ANNA MORENO Instl Matls/Allowance	\$342.89
12602399	6791	BOA MOUA Travel & Conf/Mileage	\$44.64
12602400	4188	CHAD NIELSEN Mileage	\$30.06
12602401	4149	KELLIE NOJI Allowance	\$198.96
12602402	5793	NORTH STAR PHOTOGRAPHY JFK Library	\$306.74
12602403	1058	OFFICE DEPOT Office Supplies	\$381.21
12602404	6026	TAGEN ORMONDE Allowance	\$192.28
12602405	3948	PACIFIC TOWING & TRANSPORT Repairs	\$1,000.00
12602406	7203	PARADIGM HEALTHCARE SERVICES LLC. Other Services	\$633.32
12602407	4088	ESTHER PHELPS Travel & Conf	\$17.00
12602408	6674	PHYSIUS PHYSICAL THERAPY & WELLNESS Other Services	\$100.00
12602409	4118	KERRY PIEROTTE Allowance	\$139.18
12602410	1138	GRACIE PITTMAN Allowance	\$199.60
12602411	5432	SARAH PRINCETTA Allowance	\$100.27
12602412	1204	SHARON RAMSEIER-WILLIAMS Inst'l Consultant	\$1,042.17
12602413	2956	JACQUELINE A. RAVEN Allowance	\$167.71
12602414	3883	SHEREESE ROSE Study Trip	\$15.00
12602415	5067	RUSSELL SIGLER INC Maintenance Supplies	\$189.69
12602416	5287	TRACY RYAN Allowance	\$291.50
12602417	1285	SAFETY-KLEEN SYSTEMS INC. Repairs	\$215.00
12602418	5756	SAN JOAQUIN VALLEY PALEONTOLOGY Study Trip	\$434.00
12602419	1303	SAVE MART SUPERMARKETS Parent Inv Supplies	\$47.92
12602420	2013	MICHELLE SCHOFIELD Allowance	\$63.58
12602421	1325	SCHOOL NURSE SUPPLY Medical Supplies	\$747.93
12602422	1327	SCHOOL SPECIALTY Books	\$139.63
12602423	3743	SHRED-IT USA – FRESNO Shred Services	\$266.17
12602424	1874	APRIL M. SILVA Allowance/Instl Matls	\$147.88
12602425	1356	SILVAS OIL COMPANY INC. Fuel	\$369.12
12602426	1374	SMART & FINAL STORES (HFD DO) Supplies	\$75.05

Warrant Register For Warrants

Dated 03/01/2019

Warrant Number	Vendor Number	Vendor Name	Amount
12602427	6810	SMARTSIGN Instl Matls	\$334.14
12602428	2006	JOHN SNYDER Allowance	\$189.07
12602429	3800	SONITROL OF FRESNO Leases	\$261.08
12602430	773	SPORTS OFFICIATING SERVICE Inst'l Consultant	\$13,331.00
12602431	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$39,604.11
12602432	3128	COURTNEY STONE Allowance	\$146.25
12602433	3694	JEROD STRONG Allowance	\$200.00
12602434	7092	SUNCREST BANK Buildings & Improvements	\$1,664.30
12602435	2188	SUPPLYWORKS Warehouse/Custodial Supplies	\$1,942.78
12602436	3407	STEPHANIE TATRO-PARKS Allowance	\$175.85
12602437	6944	TETER LLP Buildings & Improvements	\$6,958.08
12602438	3325	TOTAL IMAGE MOBILE DETAILING Bus Detail	\$700.00
12602439	4064	TULARE COUNTY OFFICE OF ED Travel Conf	\$175.00
12602440	6671	TULARE COUNTY OFFICE OF EDUCATION Study Trip	\$100.00
12602441	7270	TWO BIT CIRCUS FOUNDATION Memberships	\$1,000.00
12602442	3154	UPS Postage	\$40.47
12602443	7210	JESSICA VALENCIA Travel & Conf	\$17.00
12602444	6370	VALLEY COYOTES Entry Fees	\$650.00
12602445	1558	VERIZON WIRELESS Telephone	\$536.67
12602446	6478	RIGOBERTO VIVANCO BOTELLO Travel & Conf	\$32.00
12602447	1575	WALMART COMMUNITY RFCSLLC Homeless Needs/Warehouse	\$1,158.07
12602448	1603	WESTERN BUILDING MATERIALS Maintenance Supplies	\$303.70
12602449	5524	RON WILLIAMS Other Services	\$14.95
12602450	3983	WOODROW WILSON PTC Meal Deals-Basketball	\$48.00
12602451	2857	MARLA YADON Travel & Conf/Mileage	\$354.08
12602452	2790	GINA YOUNG Allowance	\$44.70
Total Amount of All Warrants:			\$195,952.01

Credit Card Register For Payments
Dated 03/01/2019

Document Number	Vendor Number	Vendor Name	Amount
14025319	416	DEMCO INC. Furniture	\$1,089.56
14025320	652	HANFORD SENTINEL Other Services	\$2,889.83
14025321	806	KINGS COUNTY TROPHY Rewards	\$1,310.60
14025322	854	LIBRARY STORE INC. Instl Media	\$83.35
14025323	1071	ORIENTAL TRADING CO. INC. Instl Matls	\$805.40
14025324	1121	PERMA-BOUND Books	\$1,646.66
14025325	1314	SCHOLASTIC INC. Books	\$815.42
14025326	3513	SIGNMAX Grounds Matls	\$504.85
14025327	2173	US GAMES Equipment/Athletic Supplies	\$1,584.06
14025328	1619	WILBUR-ELLIS COMPANY LLC Grounds Matls	\$4,079.15
Total Amount of All Credit Card Payments:			\$14,808.88

Hanford Elementary School District
Minutes of the Regular Board Meeting
February 27, 2019

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on February 27, 2019 at the District Office Board Room, 714 N. White Street, Hanford, CA.

Call to Order President Revious called the meeting to order at 5:30 p.m. Trustee Garcia, Garner, Hernandez and Strickland were present.

HESD Managers Present Joy C. Gabler, Superintendent, and the following administrators were present: Kristina Baldwin, Doug Carlton, Debra Colvard, Kenny Eggert, David Endo, Mathew Gamble, David Goldsmith, Lucy Gomez, Jaime Martinez, Gerry Mulligan, Jill Rubalcava, Cruz Sanchez-Leal and Jay Strickland.

Public Hearing: Special Education At 5:30 p.m. President Revious opened the Public Hearing: Application for the 2018-19 Extended School Year for Special Education.

Joy Gabler, Superintendent, stated this application will allow for students with individual IEPs that require additional instructional hours. The hours will be completed within the month of June 2019. This has been done in the previous years and both HETA and CSEA have been consulted and have approved.

Trustee Garner asked how many children does it serve. Superintendent Gabler answered 15-20 at the most. He then asked if the waiver is for the 20-day requirement. Superintendent Gabler answered yes.

Trustee Strickland asked if this is done under CA Department of Education. Superintendent Gabler answered yes, with the Board's approval of the waiver.

President Revious called for additional questions from the public, and there being none, the public hearing was closed at 5:33 p.m.

Public Hearing: IES At 5:33 p.m. President Revious opened the Public Hearing: Facility Solutions Agreement with Indoor Environmental Services.

David Endo, Chief Business Official, stated this resolution is to formalize the solar project. After consulting with other vendors, IES is the best selection. This resolution is stating the District is beginning the process and it is saving what it is spending.

Trustee Strickland asked if IES was locking the utility rate. David answered yes.

President Revious called for additional questions from the public, and there being none, the public hearing was closed at 5:37 p.m.

Closed Session Trustees adjourned to closed session for the purpose of:

- Student Discipline pursuant to Education Code section 48918
- Public Employee Performance Evaluation (GC 54957) - Superintendent

Open Session Trustees returned to open session at 6:13 p.m.

Case#19-10 & 19-11	Trustee Strickland moved to accept the Findings of Fact and expel Case #19-10 and #19-11 for the remainder of the 2018-2019 school year for violation of Education Code 48900 and/or 48915 as determined by the Administrative Panel at hearings held on February 25, 2019. Parents may apply for Readmission on or after June 7, 2019. Parents may apply for Readmission on or after June 7, 2019. Trustee Garcia seconded; motion carried 5-0: Garcia – Yes Garner – Yes Hernandez – Yes Revious – Yes Strickland – Yes
Personnel	No action was taken by the Board.
Public Comments	Adam Madeiros from Kings County Office of Education introduced himself and stated he was in attendance just to observe and learn from the District's techniques.
Board and Staff Comments	Trustee Garner thanked HETA for inviting the Board to the School Board Appreciation Dinner.
Requests to Address the Board	None
Dates to Remember	President Revious reviewed dates to remember: March 13 th – Regular Board Meeting.

CONSENT ITEMS

Trustee Garcia made a motion to take consent items "a" through "g" 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 "g". Trustee Garner seconded; motion carried 5-0:

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

The items approved are as follows:

- Warrant listings dated February 8, 2019 and February 15, 2019.
- Minutes of Regular Board Meeting held on February 13, 2019.
- Interdistrict transfers as recommended.
- Donation of \$485.50 from Kohl's.
- Donation of \$150.00 from Pieology.
- Donation of \$22.00 from Spirit & Pride.

g) Donation of \$725.00 from California Table Grape Commission.

President Revious thanked all donors.

INFORMATION ITEMS

- PAC Meeting** Doug Carlton, Director of Program Development, Assessment & Accountability, presented for information a report from the Parent Advisory Committee (PAC) meeting held on November 6, 2018. The PAC received information on the Local Control Funding Formula, Community Eligibility Provision, income verification forms, California School Dashboard, Local Control Accountability Plan, district goals, goals, expected outcomes, state priorities, and Board Policy and Administrative Regulation - 6020. The PAC recommended the District continues to provide information on California Dashboard, continues to provide information on Local Control Accountability Plan and approve the BP/AR 6020 – Parent Involvement.
- DELAC Meeting** Lucy Gomez, Director of Curriculum, presented for information a report from the District English Learner Advisory Committee (DELAC) meeting held on November 7, 2018. The DELAC received information on the Local Control Accountability Plan, Local Control Funding Formula, Community Eligibility Program, overview of the District's plans on supporting English Learners, Board Policy and Administrative Regulation 6020 – Parent Involvement, and services provided to homeless students. The DELAC recommend the District continues to provide information on the Local Control Accountability Plan, they support providing all student with free breakfast and lunch, continue to provide support to English Learners, approve BP/AR 6020 and continue to provide support to homeless students.
- Measure U Bond** David Endo, Chief Business Official, presented for information an update on Measure U bond projects. David referenced the list provided in the agenda packet. This item was brought to the Board to inform them of where the District's projects stand.
- BB 9322** Joy Gabler, Superintendent, presented for information the following revised Board Bylaw:
- BB 9322 – Agenda/Meeting Materials
- BP/AR 5113.1** Jason Strickland, Director of Child Welfare & Attendance, presented for information the following revised Board Policy and Administrative Regulation:
- BP/AR 5113.1 – Chronic Absence and Truancy
- BP/AR 5117** Jason Strickland, Director of Child Welfare & Attendance, presented for information the following revised Board Policy and Administrative Regulation:
- BP/AR 5117 – Interdistrict Attendance
- AR 6173.1** Jason Strickland, Director of Child Welfare & Attendance, presented for information the following revised Administrative Regulation:
- AR 6173.1 – Education for Foster Youth

BOARD POLICIES AND ADMINISTRATION

- Comprehensive Safety Plan** Trustee Garcia made a motion to adopt the Comprehensive Safety Plan for all of Hanford Elementary School District's schools. Trustee Strickland seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- Extended School Year Waiver for Special Education** Trustee Strickland made a motion to approve the Extended School Year application waiver for the 2018-2019 special education summer school program. Trustee Garner seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- MOU – Kings River-Hardwick** Trustee Strickland made a motion to approve the Memorandum of Understanding with Kings River-Hardwick School District for inter-district transfers. Trustee Garner seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- Low Performing Student Block Grant Plan** Trustee Garcia made a motion to approve the Low Performing Student Block Grant Plan. Trustee Hernandez seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- MLK – Exterior Painting** Trustee Garcia made a motion to authorize bid solicitations for the exterior painting of Martin Luther King Elementary. Trustee Garner seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- Gonzalez Architects Agreement** Trustee Strickland made a motion to approve the agreement with Gonzalez Architects for architectural and construction administration services for the exterior painting of Martin Luther King Elementary. Trustee Hernandez seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

PERSONNEL

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

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

Trustee Garner then made a motion to approve Personnel items "a" through "g". 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

Classified

- Amanda Smith, Food Service Utility Worker – 3.5 hrs., Food Services, effective 2/6/19
- Miriam Thompson, Account Clerk II – 8.0 hrs., Food Services, effective 2/19/19

Temporary Employees/Substitutes

- Lisset George, Substitute Yard Supervisor, effective 2/5/19
- Maria Munoz Gomez, Short-term READY Program Tutor – 4.5 hrs., Washington, effective 2/19/19 to 4/29/19
- Maria Linares, Substitute Yard Supervisor, effective 2/13/19; Short-term Yard Supervisor – 2.5 hrs., Hamilton, effective 2/13/19 to 4/12/19
- Deborah Lupton, Substitute Account Clerk I, effective 2/12/19
- Amy McClard, Short-term Yard Supervisor – 2.0 hrs., Washington, effective 2/12/19 To 4/12/19
- Elizabeth Mercado, Substitute Yard Supervisor, effective 2/6/19; Short-term Yard Supervisor – 2.0 hrs., Simas, effective 2/12/19 to 4/12/19
- Joana Garcia Raya, Short-term READY Program Tutor – 4.5 hrs., Roosevelt, effective 2/19/19 to 4/12/19
- Leslie Santamaria, Short-term Yard Supervisor – 1.5 hrs., Richmond, effective 3/4/19 to 6/7/19

Item "b" – Temporary Athletic Team Coaches

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

- Michael Quinones, 4-6 Boys Track Coach, Washington, effective 2/25/19 to 4/27/19

Item "c" – Resignations

- Jamie Dial, Fiscal Services Specialist – 8.0 hrs., Fiscal Services, effective 3/8/19
- Lisset George, Substitute Yard Supervisor, effective 2/6/19
- Cynthia Miranda, Teacher, King, effective 6/7/19
- Jacine Reyes, READY Program Tutor – 4.5 hrs., Roosevelt, effective 2/15/19
- Seeka Yang, Teacher on LOA, effective 2/15/19

Item "d" – Retirement

- Debra Cawley, School Nurse, Simas/Special Services, effective 6/7/19

**Item "e" –
Voluntary
Transfer**

- Justin Gonzales, Custodian II – 8.0 hrs., from King/Monroe to Washington, effective 2/19/19
- Josiah Sandoval, Custodian II – 8.0 hrs., from Washington to Food Services, effective 2/12/19

**Item "f" –Leave
of Absence**

- Rosa Temores, Account Clerk I – 3.0 hrs., Roosevelt, effective 2/4/19 to 2/15/19, personal

**Item "g" –
Volunteers**

<u>Name</u>	<u>School</u>
Jesus Hernandez	Hamilton
Kristina Kelly	Hamilton
Gregory Brown (HESD Employee)	Jefferson
Yolanda Macias (HESD Employee)	King
Yolanda Quintero	King
Monica Vega	King
Lalina Calderon	Monroe
Natalie Nichols	Monroe
Rebecca Drasal	Richmond
Monica Raygoza	Richmond
Ashley Morrow	Simas
Anthony Escarseaga	Washington
Maria Gutierrez	Washington
Manuel Gutierrez	Washington
Meagan Lindon	Washington
Mark Matteson	Washington
Jessenia Sotelo Garcia	Washington
Andrie Reyna	Wilson

FINANCIAL

**2nd Interim
Report**

David Endo, Chief Business Official, presented a PowerPoint presentation for the 2nd Interim Report ending on January 31st.

Trustee Strickland made a motion to approve the 2nd Interim Report. Trustee Garcia seconded; motion carried 5-0:

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

Resolution #15-19 Trustee Garcia made a motion to adopt Resolution #15-19: 2018/19 Budget Revisions – 2nd Interim. Trustee Hernandez seconded; motion carried 5-0:

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

Resolution #16-19 Trustee Garcia made a motion to adopt Resolution #16-19: Facility Solutions Agreement between Hanford Elementary School District and Indoor Environmental Services for the purpose of construction, installation of energy efficiency measures on selected District sites. Trustee Strickland seconded; motion carried 5-0:

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

Adjournment There being no further business, President Revious adjourned the meeting at 6:52 p.m.

Respectfully submitted,

Joy C. Gabler,
Secretary to the Board of Trustees

Approved:

Timothy Revious, President

Greg Strickland, Clerk

No	A/D	Sch Req'd	Home Sch	Date
I-201	A	Washington	Laton	3/04/2019
I-202	A	Simas	Pioneer	3/04/2019
I-203	A	Simas	Pioneer	3/04/2019
I-204	A	Simas	Pioneer	3/04/2019
I-205	A	Simas	Pioneer	3/04/2019

No	A/D	Sch Req'd	Home Sch	Date
O-144	A	Armona	Roosevelt	3/04/2019
O-145	A	Armona	Roosevelt	3/04/2019

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: February 21, 2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: March 13, 2019

ITEM: BP 0400 Comprehensive Plans**PURPOSE:****BP 0400 - Comprehensive Plans** (BP revised)

Policy updated to include the local control and accountability plan (LCAP) as a comprehensive plan of the district and to emphasize the need for consistency among the documents that set direction for the district.

FISCAL IMPACT:

Comprehensive plans are a requirement of receiving funding under the Local Control Funding Formula, Title I, Title II, Title and III programs.

RECOMMENDATIONS: Consider for approval at the next regular Board Meeting.

Hanford ESD

Board Policy

Comprehensive Plans

BP 0400

Philosophy, Goals, Objectives and Comprehensive Plans

The Board of Trustees believes that careful planning is essential to effective implementation of district programs and policies. Comprehensive plans shall identify cohesive strategies for school improvement, ~~and~~ provide stability in district operations, and be aligned to ensure consistency among district approaches for student academic growth and achievement.

~~Comprehensive~~The Superintendent or designee shall develop comprehensive plans adopted byfor the district shall include the local controlimplementation of the district's vision and accountability plan (LCAP)goals, ~~on specific policy topics~~ and ~~on other plans~~areas as required by law or determined by the Board to be in the best interest of the district. Such—As—appropriate, comprehensive plans may describe, ~~but not be limited to,~~ anticipated short- and long-term needs, measurable outcomes, priorities, activities, available resources, timelines, staff responsibilities, and strategies for internal and external communications regarding the plan.—

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

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

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

(cf. 1112 -- Media Relations)

~~(cf. 2123 - Evaluation of the Superintendent)~~

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

(cf. ~~6010 - Goals and Objectives~~)

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

~~(cf. 6190 - Evaluation of the Instructional Program)~~

(cf. 7110 - Facilities Master Plan)

~~Comprehensive plans may be subject to review and approval by the Board.~~

The process for developing comprehensive plans shall ~~include~~invite broad participation of school and community representatives. ~~—Committees may,~~ and when required by law shall, be appointed to assist in the development of such plans. District comprehensive plans are subject to review and approval by the Board. ~~Comprehensive plans shall be available to the public and shall be reviewed at regular intervals as specified within the plan.~~

~~(cf. 0420.5 – School-Based Decision Making)~~
 (cf. 1220 - Citizen Advisory Committees)
 (cf. 2230 - Representative and Deliberative Groups)
 (cf. 6020 - Parent Involvement)
 (cf. 9130 - Board Committees)–

~~School~~In addition, school-level plans may be developed to meet the unique circumstances of individual school sites, provided that they are consistent with law, ~~district vision~~, Board policies, ~~district~~ administrative regulations, ~~the district vision, the LCAP~~, and ~~other~~ districtwide plans. – School plans ~~shall~~may be subject to review and approval of the Superintendent or designee, ~~except when law –and/or the Board policy requires Board approval of the plan.~~

(cf. 0420 - School Plans/Site Councils)

Comprehensive plans shall be available to the public, and shall be reviewed and updated at regular intervals as specified within the plan or required by law.

~~(cf. 0420.1 – School-Based Program Coordination)~~
~~(cf. 0420.2 – School Improvement Program)~~
~~(cf. 0420.3 – School-Based Student Motivation and Maintenance Program)~~

Legal Reference:

EDUCATION CODE

32280-32289 School safety plans

35035 Powers and duties of ~~the superintendent~~Superintendent

35291 Rules (power of ~~governing board~~Board of Trustees)

39831.3 Transportation safety plan

52060-52077 Local control and accountability plan

56195-56195.10 Comprehensive local plans for special education

56205-56208 Requirements for special education plan

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

560 Civil defense and disaster preparedness plans

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

Management Resources:

~~CSBA PUBLICATIONS~~

~~Maximizing School Board Leadership: Vision, 1996~~

WEB SITES

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

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: September 19, 2001 Hanford, California

revised: March 13, 2019

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: February 21, 2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Receive the following revised Board Policy and Administrative Regulation for information (Deletion):

- BP/AR 0520.2 Title I Program Improvement Schools: Philosophy, Goals, Objectives, and Comprehensive Plans

PURPOSE:

BP/AR 0520.3 - Title I Program Improvement Districts (BP deleted)

Policy deleted as federal program improvement requirements have been replaced by a new system of comprehensive and targeted improvement established by the Every Student Succeeds Act.

FISCAL IMPACT: None

RECOMMENDATIONS: Consider for deletion at the next regular Board Meeting.

Hanford ESD

Board Policy

Title I Program Improvement Schools

BP 0520.2–

Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board is committed to enabling all district students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the district shall provide support and assistance to increase student achievement in any school that receives federal Title I funding and has been identified by the California Department of Education as a program improvement (PI) school.

(cf. 6011—Academic Standards)

(cf. 6162.5—Student Assessment)

(cf. 6162.51—State Academic Achievement Tests)

(cf. 6171—Title I Programs)

The Superintendent or designee shall ensure that school improvement strategies developed for any PI school are coordinated, aligned, and effectively implemented in accordance with administrative regulation and the Board approved school improvement plan.

(cf. 0420—School Plans/Site Councils)

(cf. 0460—Local Control and Accountability Plan)

(cf. 5116.1—Intradistrict Open Enrollment)

(cf. 6179—Supplemental Instruction)

As necessary, the Board shall determine corrective actions for schools in Year 3 of PI and/or restructuring options for schools in Year 4 of PI or beyond.

Whenever a school is identified for Year 4 PI but is not identified as a "persistently lowest-achieving school" pursuant to Education Code 53201, the parents/guardians of students attending that school may petition the Board to implement an intervention for the purpose of improving academic achievement or student safety, provided that the state limit on the number of such schools has not yet been reached. To be considered by the Board, the petition shall contain all required content and signatures and specify one of four intervention models (i.e., turnaround model, restart model, school closure, or transformation model) or an alternative governance arrangement, as described in 5 CCR 4803–4807. The district shall implement the option requested by the parents/guardians unless, at a regularly scheduled public hearing, the Board makes a finding in writing stating the reason it cannot implement the recommended option and instead designates one of the other options to be implemented. (Education Code 53300–53303; 5 CCR 4800–4808)

Program Evaluation

~~The Superintendent or designee shall develop an annual report card that includes the information specified in 20 USC 6311 for each district school and for the district as a whole. The required information may be incorporated into each school's school accountability report card. (20 USC 6311)~~

~~(cf. 0510—School Accountability Report Card)
(cf. 6190—Evaluation of the Instructional Program)~~

~~The report card shall be concise, presented in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians can understand. It shall be made accessible to the public on the district's web site. (20 USC 6311)~~

~~(cf. 1113—District and School Web Sites)~~

~~As necessary based on the results of this evaluation, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student achievement.~~

Legal Reference:

EDUCATION CODE

35256 School accountability report card

53200-53203 Persistently lowest achieving schools

53300-53303 Parent Empowerment Act

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

11992-11994 Persistently dangerous schools, definition

4800-4808 Parent Empowerment petitions

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

6301 Title I program purpose

6311 State plan; state and local educational agency report cards

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

7912 Persistently dangerous schools

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

200.49-200.51 State responsibilities

200.52-200.53 District improvement

Management Resources:**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

~~Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016~~

FEDERAL REGISTER

~~Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages-64436-64513~~

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

~~Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016~~

WEB SITES

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

~~California Department of Education, Program Improvement:~~

~~<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>~~

~~U.S. Department of Education: <http://www.ed.gov>~~

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

~~adopted: April 23, 2003 — Hanford, California~~

~~revised: February 9, 2005~~

~~revised: September 16, 2009~~

~~revised: December 11, 2013~~

~~revised: January 22, 2014~~

~~revised: November 9, 2016~~

Hanford ESD

Administrative Regulation

Title I Program Improvement Schools

AR 0520.2–

Philosophy, Goals, Objectives and Comprehensive Plans

Year 1 Program Improvement

For any district school in its first year of program improvement (PI), the Superintendent or designee shall implement a school improvement plan that was approved by the Governing Board.

(cf. 6171—Title I Programs)

The Superintendent or designee shall ensure that the school receives technical assistance from the district, California Department of Education (CDE), an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in:

1. Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and district responsibilities identified in the school plan
2. Identifying and implementing professional development, instructional strategies, and methods of instruction that are derived from scientifically based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI
3. Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and remove the school from PI status

(cf. 3100—Budget)

Year 2 Program Improvement

For any district school in its second year of PI, the Superintendent or designee shall continue to implement the school improvement plan and to provide for technical assistance in accordance with the section "Year 1 Program Improvement" above.

In addition, the Superintendent or designee shall arrange for the provision of alternative supports to eligible students from low income families, as described below in the section "Alternative Supports."

~~Year 3 Program Improvement: Corrective Action~~

~~After the second full school year after identification for PI, the Superintendent or designee shall continue to implement all elements of Year 1 and Year 2 PI specified above, as well as the corrective action(s) determined by the Board, which may include:~~

~~1. Replacing school staff relevant to the failure~~

~~(cf. 4113—Assignment)~~

~~(cf. 4114—Transfers)~~

~~(cf. 4314—Transfers)~~

~~2. Implementing a new curriculum and related professional development~~

~~(cf. 4131—Staff Development)~~

~~(cf. 4231—Staff Development)~~

~~(cf. 4331—Staff Development)~~

~~(cf. 6141—Curriculum Development and Evaluation)~~

~~3. Significantly decreasing management authority at the school level~~

~~4. Appointing an outside expert to advise the school~~

~~5. Extending the school year or school day for the school~~

~~(cf. 6111—School Calendar)~~

~~(cf. 6112—School Day)~~

~~6. Restructuring the internal organization of the school~~

~~Year 4 Program Improvement and Beyond: Restructuring~~

~~For any school in Year 4 of PI or beyond, the Superintendent or designee shall continue to implement all elements of Year 1 and Year 2 PI specified above, as well as one of the following options for alternative governance and restructuring, as determined by the Board:~~

~~1. Reopening the school as a charter school~~

~~2. Replacing all or most of the school staff relevant to the failure~~

~~3. Entering into a contract with an entity with a demonstrated record of effectiveness to operate the school~~

~~4. Turning the operation of the school over to the CDE~~

~~5.—— Instituting any other major restructuring of the school's governance arrangements that makes fundamental reforms~~

~~Alternative Supports~~

~~In any school identified for Year 2 PI or beyond, eligible students from low-income families shall be offered district-selected alternative supports designed to improve their academic achievement. Alternative supports may include, but are not limited to, any of the following:~~

~~1.—— Academic support offered during school hours, before school, after school, during intercession, and/or during summer learning programs~~

~~(cf. 5148.2—Before/After School Programs)~~

~~(cf. 6176—Weekend/Saturday Classes)~~

~~(cf. 6177—Summer Learning Programs)~~

~~(cf. 6179—Supplemental Instruction)~~

~~2.—— Small group instruction and/or pull-out interventions offered during the regular school day~~

~~3.—— Interventions offered during After School Education and Safety or 21st Century Community Learning Center programs~~

~~4.—— High quality academic tutoring~~

~~5.—— Provision of supplemental materials that support alternative support services~~

~~6.—— Provision of a crisis, intervention, and/or academic counselor to meet with eligible students~~

~~7.—— Services and programs that remove barriers to promote academic achievement of eligible students~~

~~The types of alternative supports and the criteria used to identify eligible students may be included in the district's local control and accountability plan and shall be consistent and aligned with local priorities.~~

~~(cf. 0460—Local Control and Accountability Plan)~~

~~If the district contracts with outside entities or community partners to provide alternative supports to eligible students, the Superintendent or designee shall ensure that no electronic device or other items of value are given, retained, or used as an incentive or achievement award and that funds are expended only on direct services to eligible students.~~

~~The district shall set aside a reasonable amount of Title I, Part A funds for alternative supports. Whenever the district does not have sufficient funds to serve all eligible students, it may give~~

~~priority to the lowest achieving PI schools or the lowest achieving eligible students attending a PI school. The Superintendent or designee may identify the lowest achieving eligible students based on assessment scores, grades, teacher evaluations, or another locally defined measure.~~

~~Regulation—HANFORD ELEMENTARY SCHOOL DISTRICT~~

~~approved: May 19, 2004—Hanford, California~~

~~revised: February 9, 2005~~

~~revised: September 16, 2009~~

~~revised: December 11, 2013~~

~~revised: January 22, 2014~~

~~revised: November 9, 2016~~

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: February 21, 2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Receive the following revised Board Policy and Administrative Regulation for information (Deletion):

- BP 0520.3 Title I Program Improvement Districts

PURPOSE:

BP 0520.3 - Title I Program Improvement Districts (BP deleted)

Policy deleted as federal program improvement requirements have been replaced by a new system of comprehensive and targeted improvement established by Every Student Succeeds Act.

FISCAL IMPACT: None

RECOMMENDATIONS: Consider for deletion at the next regular Board Meeting.

~~Hanford ESD~~

~~Board Policy~~

~~Title I Program Improvement Districts~~

~~BP 0520.3-~~

~~Philosophy, Goals, Objectives and Comprehensive Plans~~

~~The Governing Board desires to continuously improve educational programs and district operations to enable all students to achieve proficiency. The Superintendent or designee shall ensure the implementation and coordination of all district improvement plans and shall annually report to the Board regarding the district's performance in making progress toward student achievement standards.~~

~~(cf. 0460—Local Control and Accountability Plan)
(cf. 0500—Accountability)
(cf. 0520.2—Title I Program Improvement Schools)
(cf. 6011—Academic Standards)
(cf. 6162.51—State Academic Achievement Tests)~~

~~The district shall implement all actions required for Title I program improvement (PI) as required by law and the California Department of Education (CDE).~~

~~The development of district improvement strategies shall be based upon the results of a self-assessment conducted with state program assessment tools that identify specific problems contributing to low student achievement.~~

~~Each year that the district is in PI status, it shall:~~

~~1. Review the Title I local educational agency (LEA) plan and, as needed, revise the plan. Revisions may be made in an addendum to the existing plan. The revised LEA plan or plan-addendum shall be approved by the Board and electronically submitted to the CDE.~~

~~(cf. 6171—Title I Programs)~~

~~2. Reserve and spend at least 10 percent of its Title I, Part A allocation to provide high-quality professional development for instructional staff~~

~~(cf. 4131—Staff Development)
(cf. 4331—Staff Development)~~

~~In addition, during Year 3 of PI or beyond, the Board shall cooperate with the Superintendent of Public Instruction and the State Board of Education (SBE) in the identification and implementation of appropriate corrective actions. As applicable, the district shall implement the recommendations of the district assistance and intervention team (DAIT) that has been assigned~~

~~to assist the district pursuant to Education Code 52055.57.~~

~~The Superintendent or designee shall submit to the CDE an annual report regarding the district's evidence of progress, including a summary description of the district's progress toward implementing the strategies in the LEA plan, an analysis of the district's progress toward student achievement goals in the LEA plan based on state or local assessment data, and documentation that the Board has been notified of the report.~~

~~In the event that the district is required to appear before the SBE within Year 3 of PI to review the district's progress, the Superintendent or designee, the DAIT, and/or the County Superintendent of Schools shall provide testimony and written data sufficient for the SBE to determine whether an alternative corrective action is needed. (Education Code 52055.57)~~

~~Legal Reference:~~

~~EDUCATION CODE~~

~~52055.57-52055.59 Districts identified or at risk of identification for program improvement~~

~~52059 Statewide system of school support~~

~~UNITED STATES CODE, TITLE 20~~

~~6301 Title I program purpose~~

~~6311 State plan~~

~~6312 Local educational agency plan~~

~~6321 Fiscal responsibilities~~

~~Management Resources:~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016~~

~~Local Educational Agency Program Improvement Plan Addendum Template, rev. April 2016~~

~~WEB SITES~~

~~CSBA: <http://www.esba.org>~~

~~California Department of Education, Program Improvement:~~

~~<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>~~

~~U.S. Department of Education: <http://www.ed.gov>~~

~~Policy HANFORD ELEMENTARY SCHOOL DISTRICT~~

~~adopted: December 14, 2005 — Hanford, California~~

~~revised: June 3, 2009~~

~~revised: November 9, 2016~~

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: February 21, 2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: March 13, 2019

ITEM: BP/AR 6171 Title I Programs**PURPOSE:****BP/AR 6171 - Title I Programs** (BP revised)

Policy updated to address (1) the requirement to use federal Title I funds to supplement, not supplant, funds available from state and local sources; (2) use of the district's local control and accountability plan to fulfill requirements for the Title I local educational agency plan; and (3) methods for demonstrating the comparability of services between Title I and non-Title I schools. Regulation updated to reflect amendments by the Every Student Succeeds Act related to schoolwide programs, targeted assistance programs, and participation by private school students.

FISCAL IMPACT:

The district receives approximately \$2,291,519 in federal Title I funding.

RECOMMENDATIONS: Consider for approval at the next regular Board Meeting.

Hanford ESD

Board Policy

Title I Programs

BP 6171

Instruction

~~The Governing Board of Trustees desires in order to provide a high-quality education that enables all improve the academic achievement of students to meet challenging state academic standards. In schools with a large number or percentage of from economically disadvantaged families, the district shall use federal Title I funds to provide supplementary services that strengthen to reinforce the academic program core curriculum and provide support to assist students at risk of failing to achieve in attaining proficiency on state academic standards and assessments.~~

~~(cf.~~

~~5149 — At Risk Students)~~

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

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

~~Title I funds~~The Superintendent or designee shall be used provide technical assistance and support to supplement, not supplant, funds available from state and local sources for the education of students any school participating in Title I programs, the Title I program, including consultation in the development and implementation of school plans and activities. (20 USC 6314, 6321)

~~Descriptions of how the district will address the required components of the Title I local educational agency plan, as specified in 20 USC 6312, shall be included within the district's control and accountability plan (LCAP), the LCAP Federal Addendum, or another document. School-level strategies shall be aligned with the district's plan and be tailored to the specific needs of the students at the school.)~~

(cf. 0420 - School Plans/Site Councils)

~~The~~(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

~~In addition, the~~ district and each school receiving Title I funds shall develop a written parent/guardian and family engagement involvement policy in accordance with 20 USC 6318.

(cf. 6020 - Parent Involvement)

~~Local Education Agency Plan~~

~~The Superintendent or designee shall consult with teachers, principals, administrators, other appropriate school personnel, and parents/guardians of participating students in the development, periodic review, and, as necessary, the revision of a local educational agency (LEA) plan. The plan and any revisions shall be submitted to the Board of Trustees for approval. (20 USC 6312)~~

~~The plan shall address the components specified in 20 USC 6312, which describe the assessments, strategies, and services the district will use to help low achieving students meet challenging academic standards.—~~

~~The initial plan shall be submitted to the California Department of Education (CDE) and approved by the State Board of Education. Subsequent revisions of the plan shall be kept on file in the district.~~

Comparability of Services—

~~In~~State and local funds used in schools receiving Title I funds, state and local funds shall be used to provide services that, taken as a whole, are at least comparable to services in schools that are not receiving Title I funds or, if all district schools are receiving Title I funds, that are substantially comparable in each school. Comparability may be determined on a school-by-school basis or by grade span. (20 USC 6321)

~~To demonstrate comparability~~The Board of services among district schools, the district Trustees shall:

1. Adopt and implement~~adopt~~ a districtwide salary schedule
2. Ensure equivalence in teachers, administrators, and other staff, as measured by either~~and the Superintendent or~~ both of the following:
 - a. The ratio of students to instructional staff at each Title I school within a grade span,~~designee shall establish procedures which shall not exceed 110 percent of the average ratio for all non-Title I district schools within~~ensure that grade span
 - b. Salary expenditures for instructional staff at each Title I school, which shall be no less than 90 percent of the average salary expenditure across non-Title I district schools.
3. Ensure equivalence in the provision of~~all district schools are provided with the same level of base funding, per student, for staff services,~~ curriculum materials and instructional supplies, by determining whether the per-student expenditure of state. ~~At the beginning of each school-year, the ratio of students to teachers and other staff shall vary as little as possible from school to school. The Superintendent or designee shall maintain records of the quantity and~~ local funds for curriculum quality of instructional materials and instructional supplies in Title I schools is between 90 and 110 percent of the districtwide average~~equipment at each school.~~

4. Determine whether the amount of state and local funds allocated per student for each grade span is between 90 and 110 percent of the per student average for each grade span in non-Title I schools

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

In determining comparability, the district shall not include staff salary differentials for years of employment. The district also may exclude unpredictable changes in student enrollment or personnel assignments that occur after the beginning of the school year, state and local funds expended for language instruction educational programs, state and local funds expended for the excess costs of providing services to ~~disabled~~ students with disabilities, and supplemental state or local funds expended in any school attendance area or school for programs that specifically meet the intent and purposes of Title I. (20 USC 6321)

~~At the beginning of each school year, the~~

The Superintendent or designee shall ~~annually assess~~measure comparability in accordance with the above criteria and maintain records documenting the district's compliance. If any instances of noncomparability are identified, the Superintendent or designee shall promptly implement adjustments as needed to ensure comparability.—

Participation of Private School Students

The district shall provide or contract to provide special educational services, instructional services (including evaluations to determine the progress being made in meeting students' academic needs), counseling, mentoring, one-on-one tutoring, or other Title I benefits to eligible private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis in comparison to services and other benefits for public school students. (20 USC 6320, 7881)

Program Evaluation

~~The Board shall use state assessment results and other available measures or indicators to annually determine whether each participating school is making adequate yearly progress toward ensuring that all students meet the state's proficient level of achievement on state assessments. (20 USC 6312)~~

The Board shall regularly monitor the progress of economically disadvantaged and low-achieving students in Title I schools. During the annual evaluation of the district's progress toward achieving each goal identified in the LCAP or other planning document addressing 20 USC 6312, the Board shall review disaggregated data on academic achievement, school attendance, and other outcomes for such students and shall ensure that strategies are revised as necessary to support continuous improvement.

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

~~(cf. 0500 - Accountability 0520.3—Title I Program Improvement Districts)~~

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

11503 Parent involvement programs in Title I schools–

~~52060-52077 Local control and accountability plan~~

~~52055.57 Districts identified or at risk of identification for program improvement~~

~~54020-54028 Economic Impact Aid~~

54420-54425 State Compensatory Education

64001 Single plan for student achievement, consolidated application programs

UNITED STATES CODE, TITLE 20

6301 Program purpose

6311-6322 Improving basic programs for disadvantaged students, including:

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

6314 Title I schoolwide programs

6315 Targeted assistance schools

~~6316 School improvement~~

6318 Parent ~~and family engagement~~ involvement

6320 Participation of private school students

6321 Comparability of services

~~6333-6335 Grants to local educational agencies~~

~~6391-6399 Education for migrant students~~

7881 Participation of private school students

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1-200.~~7379~~ Improving basic programs for disadvantaged students

Management Resources:–

~~CSBA PUBLICATIONS~~

~~Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

~~Frequently Asked Questions About Title I Schoolwide Programs~~

~~Local Control and Accountability Plan Federal Addendum Template~~

~~Meeting Title I, Part A Comparability Requirements, October 2017~~

~~LEA Plan, rev. May 17, 2006~~

~~Provisions for Private School Students, Teachers, and Other Education Personnel in the No Child Left Behind Act of 2001, rev. November 1, 2005~~

U.S. DEPARTMENT OF EDUCATION ~~PUBLICATIONS GUIDANCE~~

~~Fiscal Changes and Equitable Services Requirements Under the Elementary and Secondary~~

~~Education Act of 1965 (ESEA), as Amended by the Every Student Succeeds Act, Non-~~

~~Regulatory Guidance, November 21, 2016~~

~~Title I Fiscal Issues, Non-Regulatory Guidance, February 2008 May 26, 2006~~

~~Designing Schoolwide Programs, Non-Regulatory Guidance, March 22, 2006~~

~~Supplemental Educational Services, June 13, 2005~~

~~The Impact of the New Title I Requirements on Charter Schools, July 2004~~

~~Parental Involvement: Title I, Part A, April 23, 2004~~

~~Serving Preschool Children Under Title I, March 4, 2004~~

Title I Services to Eligible Private School Students, October 17, 2003

~~Local Educational Agency Identification and Selection of School Attendance Areas and Schools and Allocation of Title I Funds to Those Areas and Schools, August 2003~~

WEB SITES

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

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

~~No Child Left Behind: <http://www.ed.gov/nclb>~~

U.S. Department of Education: <http://www.ed.gov>

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: June 16, 1999 Hanford, California

revised: May 7, 2003

revised: February 21, 2007

revised: March 13, 2019

Hanford ESD

Administrative Regulation

Title I Programs

AR 6171

Instruction

Schoolwide Programs

A school may operate a Title I schoolwide program in order to upgrade the entire educational program of the school when at least 40 percent of the students in the school attendance area, or at least 40 percent of the students enrolled in the school, are from low-income families. (20 USC 6314; 34 CFR 200.25)~~The Superintendent or designee shall inform any such eligible school and the school's parents/guardians of the school's eligibility and its ability to consolidate funds from federal, state and local sources for program purposes. (20 USC 6312, 6314)~~

Any participating school that does not meet these criteria may operate a Title I schoolwide program if it receives a waiver from the California Department of Education. (20 USC 6314)

Any school operating a schoolwide program shall develop a comprehensive plan with the involvement of parents/guardians, other members of the community to be served, annually review, and individuals who will carry out the plan, including teachers, principals, other school leaders, paraprofessionals present in the school, administrators (including administrators of other federal education programs), the district, tribes and tribal organizations present in the community, and, if appropriate, specialized instructional support personnel, technical assistance providers, school staff, secondary school students as applicable, and other individuals determined by the school. (20 USC 6314)

update (cf. 0400 - Comprehensive Plans)

The schoolwide program plan shall be based on a comprehensive needs assessment of the entire school and shall be incorporated into a single plan for student achievement which also incorporates the plan required by 20 USC 6314 for reforming the school's total instructional program and plans required for by other categorical programs included in the state's consolidated application. (Education Code 64001; 20 USC 6314)

(cf. 0420 - School Plans/Site Councils)

The plan~~A schoolwide program~~ shall describe include: ~~(20 USC 6314)~~

1. A comprehensive needs assessment of the strategies that the entire school will implement to address school needs, including a description of how such strategies will: (20 USC 6314)

1. Provide opportunities for all~~the needs of migrant children, which includes the-~~

achievement of students, including economically disadvantaged students, ethnic subgroups, students with disabilities, and English learners, to meet ~~in relation to~~ state academic ~~content and achievement~~ standards

(cf. 6011 - Academic Standards)

~~(cf. 6162.5 - Student Assessment)~~

~~(cf. 6162.51 - Standardized Testing and Reporting Program)~~

~~(cf. 6175 - Migrant Education Program)~~

2. ~~Schoolwide reform strategies that:~~

a. ~~Provide opportunities for all students to meet the state's proficient and advanced levels of achievement~~

b. Use ~~effective~~ methods and instructional strategies, ~~based on scientifically based research,~~ that strengthen the school's ~~core~~ academic program, increase the amount and quality of learning time, and help provide an enriched and accelerated curriculum, which may ~~and~~ include programs, activities, and courses necessary to provide a well-rounded education ~~strategies for meeting the educational needs of historically underserved populations~~

(cf. 5148.2 - Before/After School Programs)-

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

(cf. 6141 - Curriculum Development and Evaluation)

~~(cf. 6177 - Summer Learning ProgramsSchool)~~

3. Addresse. ~~Include strategies to address~~ the needs of all students in the school, but particularly the needs of ~~low-achieving students and~~ those at risk of not meeting state ~~academic achievement~~ standards, through activities which ~~who are members of the target population of any program that is part of the schoolwide program.~~ Such strategies may include the following:

a. Counseling, school-based mental health programs, specialized instructional support ~~counseling, student~~ services, mentoring services, ~~college and~~ other strategies to improve students' skills outside the academic subject areas ~~career awareness and preparation, and the integration of vocational and technical education programs.~~

(cf. ~~5149 - At Risk Students~~)

~~(cf. 5141.6 - School Health Services 6030 - Integrated Academic and Vocational Instruction)~~

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success ~~Study~~ Teams)

b. Preparation for and awareness of opportunities for postsecondary education and the workforce, which may include career and technical education programs and broadening secondary school students' access to coursework to earn postsecondary credit while still in high school

d. ~~Address how the school will determine if student needs have been met~~

e. ~~Are consistent with and designed to implement state and local improvement plans, if any~~

(cf. ~~6141.4 - International Baccalaureate~~0520.2 ~~Title I Program Improvement Schools~~)

(cf. ~~6141.5 - Advanced Placement~~)0520.3 ~~Title I Program Improvement Districts~~)

3. ~~Instruction by highly qualified teachers~~

(cf. ~~6172.1 - Concurrent Enrollment in College Classes~~4112.24 ~~Teacher Qualifications Under the No Child Left Behind Act~~)

4. ~~High quality and ongoing professional~~(cf. 6178 - Career Technical Education)

c. ~~Implementation of a schoolwide tiered model to prevent and address problem behavior, and early intervention services, coordinated with similar activities and services carried out under the Individuals with Disabilities Education Act~~

d. ~~Professional development and other activities for teachers, principals, paraprofessionals, and other school and, if appropriate, student services personnel to improve instruction and use of data from, other staff, and parents/guardians to enable all students in the school to meet state academic assessments and to recruit and retain effective teachers, particularly in high-need subjects~~achievement standards

(cf. ~~4111/4211/4311 - Recruitment and Selection~~)

(cf. 4131 - Staff Development)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

e5. ~~Strategies to attract high quality, highly qualified teachers to high need schools~~

(cf. ~~4111 - Recruitment and Selection~~)

6. ~~Strategies to increase parent involvement~~

(cf. ~~5020 - Parent Rights and Responsibilities~~)

(cf. ~~6020 - Parent Involvement~~)

7. ~~Plans for assisting preschool children in the transition from early childhood~~ education programs to local elementary school programs

(cf. ~~5148.3~~6300 - Preschool/Early Childhood Education)

8. ~~Measures to include teachers in decisions regarding the use of academic assessments to provide information on, and to improve the achievement of, individual students and the overall~~

~~instructional program~~

~~9. Activities to ensure that students who experience difficulty mastering the proficient and advanced levels of academic standards shall be provided with effective, timely additional assistance, which shall include measures for timely identification of students' difficulties and provision of sufficient information on which to base effective assistance~~

~~(cf. 6179—Supplemental Instruction)~~

~~10. The plan shall also include a description of any applicable federal, state, and local programs that will be consolidated in the schoolwide program. (20 USC 6314; 34 CFR 200.27)~~

The plan and its implementation shall be regularly monitored and revised as necessary based on student needs to ensure that all students are provided opportunities to meet state academic standards. (20 USC 6314)

~~Coordination and integration of federal, state and local services and programs~~

Targeted Assistance Programs~~Schools~~

Any school that receives Title I funds but does not operate a schoolwide program shall use Title I funds to provide services to eligible students who are failing, or most at risk of failing, to meet state academic standards. Students shall be identified on the basis of multiple, educationally related, objective criteria, except that students in preschool through grade 2 shall be selected solely on the basis of criteria, including objective criteria, established by the district and supplemented by the school. (20 USC 6315)

Eligible students include those who are economically disadvantaged; students with disabilities; migrant students, including those who participated in a migrant education program pursuant to 20 USC 6391-6399 in the preceding two years; English learners; students who participated in a Head Start or state preschool program in the preceding two years; students in a local institution for neglected or delinquent children and youth or attending a community day program for such students; and homeless students. (20 USC 6315)

~~Any1—Students in grades 3–12 identified by the school as failing, or most at risk of failing, to meet the state's academic achievement standards on the basis of criteria established by the district and supplemented by the school.~~

~~2. Students in kindergarten through grade 2 selected solely on the basis of such criteria as teacher judgment, interviews with parents/guardians and developmentally appropriate measures~~

~~A~~ targeted assistance program shall: (20 USC 6315)

1. Use program resources to help participating students meet state academic standards, which may include programs, activities, and academic courses necessary to provide a well-rounded education~~achievement standards expected for all students~~

2. ~~Ensure that program planning is incorporated into existing school planning~~

~~3. Use effective methods and instructional strategies, based on scientifically based research, that strengthen the core academic program, through activities which may include: give primary consideration to providing extended learning time, help provide an accelerated, high-quality curriculum, and minimize removing students from the regular classroom during regular school hours for instruction provided by Title I~~

a. Expanded learning time, before- and after-school programs, and summer programs and opportunities

b. A schoolwide tiered model to prevent and address behavior problems, and early intervention services, coordinated with similar activities and services carried out under the Individuals with Disabilities Education Act

34. Coordinate with and support the regular education program, which may include services to assist preschool students in the transition to elementary school programs

~~4.~~

~~5. Provide instruction by highly qualified teachers~~

~~6. Provide opportunities for professional development to for teachers, principals, other school leaders, paraprofessionals, and, if appropriate, specialized instructional support student services personnel, other staff and other school personnel parents/guardians who work with eligible students in Title I programs or in the regular education program. The professional development shall be provided using funds from Title I and, to the extent practicable, other sources.~~
~~participating students~~

~~7. Provide~~

~~5. Implement strategies to increase the parent involvement of parents/guardians of participating students~~

~~6. If appropriate and applicable, coordinate and integrate federal, state, and local services and programs, such as programs supported by the Elementary and Secondary Education Act, violence prevention programs, nutrition programs, housing programs, Head Start programs, adult education programs, career technical education programs, and comprehensive or targeted support and improvement activities under 20 USC 6311~~

~~7. Provide assurances to the Superintendent or designee that the program will:~~

a. Help provide an accelerated, high-quality curriculum

b. Minimize the removal of students from the regular classroom during regular school hours for instruction supported by Title I funds

c. On an ongoing basis, review the progress of participating students and revise the targeted assistance program, if necessary, to provide additional assistance to enable such students to meet state academic standards

8. ~~Coordinate and integrate federal, state and local services and programs~~

Participation of Private School Students

~~The Superintendent or designee shall provide or contract to provide special educational services or other Title I benefits to eligible private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis with participating public school students. (20 USC 6320, 7881)~~

Teachers, ~~other educational personnel~~, and families of participating private school students shall have an opportunity to participate, on an equitable basis, in parent/guardian and family engagement involvement activities and professional development pursuant to 20 USC 6318, ~~and 6319~~. (20 USC 6320, 7881)

Each year the Superintendent or designee shall contact officials of private schools with students who reside within district boundaries, regardless of whether the private school they attend is located within the district or whether or not those officials have previously indicated any interest in program participation, and invite them to a meeting to discuss the intent of Title I and the roles of public and private school officials.

The Superintendent or designee shall consult ~~, in a meaningful and timely manner,~~ with appropriate private school officials, in a meaningful and timely manner, ~~—during the design and development of the district's Title I programs,~~ with the goal of reaching agreement on how to provide equitable and effective programs for eligible private school students. Such consultation shall occur before the district makes any decision that affects the opportunities of eligible private school students to participate in Title I programs and shall include consultation on issues such as the followinga discussion of: (20 USC 6320, 7881; 34 CFR 200.5663)

1. How the needs of private school students will be identified
2. ~~–~~ What services will be offered
3. How, where, ~~and~~ by whom the services will be provided
4. How the services will be academically assessed and how assessment results will be used to improve those services
5. The size and scope of the equitable services to be provided to eligible private school students, ~~and~~ the proportion of funds to be that is allocated for such services, and how that proportion of funds is determined
6. The method or sources of data that are used to determine the number of students from

low-income families in participating school attendance areas who attend private schools

7. How and when the district will make decisions about the delivery of ~~services~~service to such students, including a thorough consideration and analysis of the views of private school officials on the provision of services through a third-party provider

8. How, if the district disagrees with the views of private school officials on the provision of services through a third-party provider, the district will provide to private school officials a written analysis of the reasons that the district has chosen not to use a contractor

9. Whether the district will provide services directly or through a separate government agency, consortium, entity, or third-party contractor

10. Whether to provide services to eligible private school students by pooling funds or on a school-by-school basis

11. When services will be provided, including the approximate time of day

12. Whether to consolidate and use funds provided under Title I with other funds available for services to private school students

If the district disagrees with the views of private school officials with respect to any of the above issues, the district shall provide the officials, in writing, the reasons that the district disagrees. (20 USC 6320)

Meetings between district and private school officials shall continue throughout implementation and assessment of services. (20 USC 6320)

The ~~district~~Superintendent or designee shall maintain, and shall provide to the ~~CDE~~California Department of Education upon request, a written affirmation signed by officials of each participating private school that consultation has occurred. The affirmation shall provide the option for private school officials to indicate their belief that timely and meaningful consultation has not occurred or that the program design is not equitable with respect to private school students. If private school officials do not provide the affirmation within a reasonable period of time, the district shall send documentation to the CDE demonstrating that the consultation has, or attempts at such consultation have, taken place. (20 USC 6320)-(20 USC 6320)

~~If the private school officials do not provide such affirmation within a reasonable period of time, the Superintendent or designee shall maintain records of the consultation or the offer of consultation.~~

(cf. 3580 - District Records)

The Superintendent or designee ~~also~~ shall also maintain copies of program descriptions, notices, funding allocations, and other communications and records pertaining to the provision of services to ~~documenting that:~~

1. ~~The needs of private school teachers and/or private school students were identified.~~

(8/06 5/16) 3/182. The funds made available were equitable to those allocated for public school students and teachers.

3. The district's program met the needs of the private school teachers and/or private school students.

4. The district made efforts to resolve any complaints made by private school representatives.

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT

approved: May 16, 2001 Hanford, California

revised: May 7, 2003

revised: February 21, 2007

revised: March 13, 2019

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORMTO: **Joy C. Gabler**FROM: **Jill Rubalcava**DATE: **March 4, 2019**

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: **March 13, 2019****ITEM:** BP 6142.93 – Science Instruction**PURPOSE:**

Receive information regarding updates to reflect the **NEW CURRICULUM FRAMEWORK** for science instruction adopted by the State Board of Education in November 2016 and the Next Generation Science Standards. Policy also adds new material related to the required course of study, science courses required for high school graduation, staff development, program evaluation, and safety in science laboratories.

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

Hanford ESD

Board Policy

Science Instruction

BP 6142.93

Instruction

The Board of Trustees believes that science education should focus on giving students an understanding of the biological and physical aspects of science, key scientific concepts, and methods of a capacity for scientific inquiry and investigation ways of thinking. Students should become familiar with the natural world and the interrelationshipinterrelation of science, mathematics, and technology, and engineering. As part of their science instruction, students should learn how to apply scientific knowledge and reasoningways of thinking for individual and social purposes.

(cf. 0440 - District Technology Plan)

(cf. 5145.8 - Refusal to Harm or Destroy Animals)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6143 - Courses of Study)

~~(cf. 6146.1 - High School Graduation Requirements)~~

~~6162.7—Use of Technology in Instruction)~~

~~As a matter of principle, science teachers are professionally bound to limit their teaching to content that meets the criteria of scientific fact, hypothesis and theory as these terms are used in natural sciences. A scientific fact is an understanding based on confirmable observations and is subject to test and rejection. A scientific hypothesis is an attempt to frame a question as a testable proposition. A scientific theory organizes and explains a range of natural phenomena on the basis of facts and hypotheses. Scientific theories are constantly subject to testing, modification and refutation as new evidence and new ideas emerge.~~

Philosophical and religious theories that are based, at least in part, on faith, and are not subject to scientific test and refutation. ~~Such beliefs~~ shall not be discussed during science instructionin- ~~science classes, but may be addressed in the social science and language arts curricula.~~

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

~~(cf. =~~

The district's academic standards for science instruction shall meet or exceed the California Next Generation Science Standards (CA-NGSS). The Superintendent or designee shall ensure that curricula used in district schools are aligned with these standards and the state curriculum framework.

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

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

As required by Education Code 52060 Hanford Elementary School District's local control and accountability plan includes goals related to, among other things, student achievement (including student enrollment in a broad course of study) and the implementation of SBE-adopted academic content and performance standards.

The Superintendent or designee shall ensure that students have access to and are enrolled in a broad course of study including science courses.

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall provide certificated staff with opportunities to participate in professional development activities designed to enhance their knowledge of district-adopted academic standards, instructional strategies for teaching science, and changes in scientific theories.

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall develop and implement appropriate safety measures for science laboratory classes, including, but not limited to, staff and student safety training, use of eye safety devices, hearing protection, first aid procedures, regular equipment maintenance, safe use of heat sources, safe use and disposal of hazardous chemicals, proper ventilation, prevention of exposure to bloodborne pathogens from sharp instruments, fire prevention and control, an emergency response plan, and evacuation procedures. Parents/guardians shall be informed of the types of science laboratory activities that will be conducted and encouraged to sign consent forms for their child's participation.

(cf. 3514.1 - Hazardous Substances)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4157/4257/4357- Employee Safety)

(cf. 5142 - Safety)

Pursuant to Education Code 60640, the California Assessment of Student Performance and Progress includes administration of science assessments at grades 5, 8, and 10. The California Standards Tests are to be used for this purpose until a science assessment that is aligned with the CA-NGSS is adopted. Students with disabilities who are unable to participate in the science assessments, even with allowable testing variations and resources, must be administered either the California Modified Assessment or California Alternate Performance Assessment in accordance with their individualized education program. See AR 6162.51 - State Academic Achievement Tests.

The Superintendent or designee shall regularly report to the Board regarding the implementation and effectiveness of the science curriculum at each grade level. At a minimum, each report shall address the extent to which the program is aligned with the CA-NGSS, any applicable student assessment results, and feedback from students, parents/guardians, and staff regarding the program.

(cf. 0500 - Accountability)

(cf. 6162.51 - State Academic Achievement Tests)

6142.91 – Reading/Language Arts Instruction)

Legal Reference:

EDUCATION CODE

8774 Residential outdoor science program

32030-32034 Eye safety

32255-32255.6 Student's right to refrain from harmful or destructive use of animals

33475-33475.5 Model curriculum on stem cell science

49340-49341 Hazardous substances education

51210 Areas of study, grades 1 through 6

51210.3 Elementary science coach

51220 Areas of study, grades 7 through 12

51225.3 High school graduation

52060-52077 Local control and accountability plan

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATION, TITLE 5

14030 Science laboratories, design specifications

CODE OF REGULATIONS, TITLE 8

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan

Management Resources:

CSBA/CDE PUBLICATIONS

Supporting Implementation of the California Next Generation Science Standards (CA-NGSS), Governance Brief, November 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Framework for California Public Schools: Kindergarten Through Grade Twelve, 2016,–1990

SBE POLICIES

Policy Statement on the Teaching of Natural Sciences, January 13, 1989

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: May 16, 2001 Hanford, California

revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan *GM*

DATE: March 4, 2019

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

FOR: (X) Information
() Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Consider the following revised Board Policy for information.

PURPOSE:

The following policy reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and Federal law mandates as well as Education Code changes.

Policy updated to reflect legal requirements regarding toxic art and craft supplies, formerly in BP 6161.3 - Toxic Art Supplies.

- BP 3514.1 - Hazardous Substances

FISCAL IMPACT:

None

RECOMMENDATION:

Consider for adoption at next regular board meeting.

Hanford ESD

Board Policy

Hazardous Substances

BP 3514.1

Business and Noninstructional Operations

The Board of Trustees desires to provide a safe school environment that protects students and employees from exposure to any potentially hazardous substances ~~that may be~~ used in the district's educational program and in the maintenance and operation of district facilities and equipment.

(cf. 3514 - Environmental Safety)

(cf. 4119.42/4219.42/4319~~4219~~.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4157/4257/4357 - Employee Safety)

(cf. 5141.22 - Infectious Diseases)

(cf. 5142 - Safety)

~~(cf. 6161.3 - Toxic Art Supplies)~~

Insofar as reasonably possible, the Superintendent or designee shall minimize the quantities of hazardous substances stored and used on school property. ~~-When hazardous substances must be used, the Superintendent or designee shall give preference to materials that cause the least risk to people and the environment.~~

(cf. 3510 - Green School Operations)

(cf. 3514.2 - Integrated Pest Management)

The Superintendent or designee shall ensure that all potentially hazardous substances on district properties are inventoried, used, stored, and regularly disposed of in a safe and legal manner.

The Superintendent or designee shall develop, implement, and maintain a written hazard communication program in accordance with 8 CCR 5194 and shall ensure that employees, students, and others as necessary are fully informed about the properties and potential hazards of substances to which they may be exposed.

(cf. 1240 - Volunteer Assistance)

The Superintendent or designee shall develop specific measures to ensure the safety of students and staff in school laboratories where hazardous chemicals are used. Such measures shall include the development and implementation of a chemical hygiene plan in accordance with 8 CCR 5191 and instruction to students about proper handling of hazardous substances.

(cf. 6142.93 - Science Instruction)

The Superintendent or designee shall not order or purchase for use in grades K-6 any arts and crafts materials containing a substance determined by the California Office of Environmental Health Hazard Assessment to be toxic. The Superintendent or designee shall not purchase any such toxic material for use in grades 7-8 unless it includes a warning label as specified in Education Code 32065 that identifies any toxic ingredients, warns of potential adverse health effects, and describes procedures for safe use and storage. (Education Code 32064)

Legal Reference:

EDUCATION CODE

[32060-32066 Toxic art supplies in schools](#)

49340-49341 Hazardous substances education

49401.5 Legislative intent; consultation services

49411 Chemical listing; compounds used in school programs; determination of shelf life; disposal

FOOD AND AGRICULTURAL CODE

12981 Regulations re pesticides and worker safety

HEALTH AND SAFETY CODE

25163 Transportation of hazardous wastes; registration; exemptions; inspection

25500-25520 Hazardous materials release response plans; inventory

[108100-108515 California Hazardous Substances Act](#)

LABOR CODE

6360-6363 Hazardous Substances Information and Training Act

6380-6386 List of hazardous substances

CODE OF REGULATIONS, TITLE 8

339 List of hazardous substances

3203 Illness and injury prevention program

3204 Records of employee exposure to toxic or harmful substances

5139-5230 Control of hazardous substances, especially

5154.1-5154.2 Ventilation

5161 Definitions

5162 Emergency eyewash and shower equipment

5163 Control of spills

5164 Storage of hazardous substances

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan

5194 Hazard communication

CODE OF REGULATIONS, TITLE 22

67450.40-67450.49 School hazardous waste collection, consolidation, and accumulation facilities

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Safety Handbook for California Public Schools, 2012

[CALIFORNIA OFFICE OF ENVIRONMENTAL HEALTH HAZARD ASSESSMENT PUBLICATIONS](#)

Art and Craft Materials in Schools: Guidelines for Purchasing and Safe Use, September 17, 2016

WEB SITES

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

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

California Office of Environmental Health Hazard Assessment: <http://www.oehha.ca.gov>

Department of Industrial Relations, Cal/OSHA: <http://www.dir.ca.gov/dosh>

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: July 23, 1997 Hanford, California

reviewed: May 16, 2001

revised: September 25, 2013

revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler
FROM: Gerry Mulligan *GM*
DATE: March 4, 2019
FOR: (X) Board Meeting
 () Superintendent's Cabinet
FOR: (X) Information
 () Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Consider the following revised Administrative Regulation for information.

PURPOSE:

The following policy reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and Federal law mandates as well as Education Code changes.

Regulation updated to clarify the applicability of integrated pest management requirements to child care facilities, delete an outdated date by which the annual training requirement became effective, and add requirement for pesticide-specific training. Regulation also reflects new state regulation (Register 2017, No. 45) which prohibits growers from making certain agricultural pesticide applications within one-quarter mile of a school site between 6:00 a.m. and 6:00 p.m. on weekdays and requires such growers to annually notify the principal regarding pesticides it expects to use during the year.

- AR 3514.2 – Integrated Pest Management

FISCAL IMPACT:

None

RECOMMENDATION:

Consider for adoption at next regular board meeting.

Hanford ESD

Administrative Regulation

Integrated Pest Management

AR 3514.2

Business and Noninstructional Operations

Definitions

~~The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an integrated pest management (IPM) program that incorporates effective, least toxic pest management practices. The IPM coordinator shall prepare and regularly update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR).~~

Integrated pest management (IPM) means a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. (Education Code 17609; Food and Agricultural Code 13181)

(cf. 3510 - Green School Operations)

School site means any facility used as a child day care facility or for kindergarten, elementary, or secondary school purposes and includes the buildings or structures, playgrounds, athletic fields, vehicles, or any other area of property visited or used by students. (Education Code 17609)

~~Pesticides~~Program Components

The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an IPM strategy that incorporates effective, least toxic pest management practices.

The IPM coordinator shall prepare and annually update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR).

The IPM plan shall include the name of the district and/or school IPM coordinator, the pesticides expected to be applied at the school site by district employees and/or pest control applicators, and a date that the plan shall be reviewed and, if necessary, updated. (Education Code 17611.5)

The district shall use pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment. Such pesticides shall ~~are used~~ only be used after careful monitoring indicates they are needed according to pre-established

guidelines and treatment thresholds. ~~(Education Code 17609;~~ Food and Agricultural Code 13181)

The IPM plan and this administrative regulation shall not apply to reduced-risk pesticides, including self-contained baits or traps, gels or pastes used for crack and crevice treatments, antimicrobials, and pesticides exempt from registration by law. (Education Code 17610.5; 3 CCR 6147)

~~The IPM coordinator shall not use any pesticide that is prohibited by DPR or the U.S. Environmental Protection Agency, as listed on the DPR web site. (Education Code 17610.1)~~

~~Program Components~~

The district's program shall include, but not necessarily be limited to, the following components:

1. Identifying and monitoring pest population levels and identifying practices that could affect pest populations. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property, or the environment.
2. Setting action threshold levels to determine when pest populations or vegetation at a specific location might cause unacceptable health or economic hazards that would indicate corrective action should be taken.
3. Modifying or eliminating pest habitats to deter pest populations and minimize pest infestations.
4. Considering a full range of possible alternative cost-effective treatments. Such alternative treatments may include taking no action or controlling the pest by physical, horticultural, or biological methods. Cost or staffing considerations alone will not be adequate justification for the use of chemical control agents.
5. Selecting nonchemical pest management methods over chemical methods whenever such methods are effective in providing the desired control or, when it is determined that chemical methods must be used, giving preference to those chemicals that pose the least hazardous effects to people and the environment.

No pesticide that is prohibited by DPR or the U.S. Environmental Protection Agency, as listed on the DPR web site, shall be used at a school site. (Education Code 17610.1)

6. Limiting pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff. They shall be stored and disposed of in accordance with state regulations and product label directions~~label directions registered with the EPA as well as any disposal requirements indicated on the product label.~~

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

7. Informing parents/guardians and employees regarding pesticide use as described in the sections "Notifications" and "Warning Signs" below.

8. Ensuring that persons applying pesticides follow label precautions and are sufficiently trained in the principles and practices of IPM as described in the section "Training" below.

~~(cf. 4231 - Staff Development)~~

9. Evaluating the effectiveness of treatments to determine if revisions to ~~Beginning July 1, 2016,~~ the IPM plan are needed.

Training

The IPM coordinator and any employee or contractor who may be designated ~~intends~~ to apply a pesticide at a school site shall annually complete a DPR-approved training course on IPM and the safe use of pesticides in relation to the unique nature of school sites and children's health. (Education Code 17614; Food and Agricultural Code 13186.5)

(cf. 4231 - Staff Development)

Any district employee who handles pesticides shall also receive pesticide-specific safety training prior to applying pesticides and annually thereafter in accordance with 3 CCR 6724.

Notifications

Staff and parents/guardians of students enrolled at a school site shall be annually notified, in writing, regarding pesticide products expected to be applied at the school site in the upcoming year. -The notification shall include at least the following: (Education Code 17612)

1. The name of each pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it
2. The Internet address (~~http~~<https://www.cdpr.ca.gov/schoolipm>) used to access information on pesticides and pesticide use reduction developed by the DPR pursuant to Food and Agricultural Code 13184
3. If the school has posted its IPM plan, the Internet address where the plan may be found
4. The opportunity to view a copy of the IPM plan in the school office
5. An opportunity for interested persons to register to receive prior notification of each application of a pesticide at the school site
6. Other information deemed necessary by the IPM coordinator

(cf. 1312.4 - Williams Uniform Complaint Procedures)
 (cf. 3517 - Facilities Inspection)
 (cf. 4112.9/4212.9/4312.9 - Employee Notifications)
 (cf. 5145.6 - Parental Notifications)

Whenever a person registers to receive notice of individual pesticide application pursuant to item #5 above, the IPM coordinator shall notify such registered persons of individual pesticide applications at least 72 hours prior to the application. The notice shall include the product name, the active ingredient(s) in the product, and the intended date of application. (Education Code 17612)

If a pesticide product not included in the annual notification is subsequently intended for use at a school site, the IPM coordinator shall provide written notification of its intended use to staff and parents/guardians of students enrolled at the school, at least 72 hours prior to the application. (Education Code 17612)

If a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5, it shall post the school or district IPM plan on the school's web site or, if the school does not have a web site, then on the district web site. If neither the school nor district has a web site, then the IPM plan shall be included with the annual notification sent to staff and parents/guardians pursuant to Education Code 17612 as described above. ~~The plan shall include the name of the school designee or IPM coordinator, the pesticides applied at the school site by school or district employees and hired pest control applicators, and a date when the plan shall be reviewed and updated as necessary.~~ When not required, the IPM coordinator may post or distribute the IPM plan at his/her discretion. (Education Code 17611.5)

Whenever the IPM coordinator deems that the immediate use of a pesticide is necessary to protect the health and safety of students, staff, or other persons at the school site, he/she shall make every effort to provide the required notifications prior to the application of the pesticide. (Education Code 17612)

Warning Signs

The IPM coordinator shall post a warning sign at each area of the school site where pesticides will be applied that shall be visible to all persons entering the treated area. ~~The sign shall be posted at least 24 hours prior to the application and shall remain posted until 72 hours after the application.~~ The warning sign shall prominently display the following information: (Education Code 17612)

1. The term "Warning/Pesticide Treated Area"
2. The product name, manufacturer's name, and the EPA's product registration number
3. Intended areas and dates of application

4. Reason for the pesticide application

When advance posting is not possible due to an emergency condition requiring immediate use of a pesticide to protect the health and safety of students, staff, or other persons or the school site, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application. (Education Code 17609, 17612)

Records

At the end of each calendar year, the IPM coordinator shall submit to ~~the~~ DPR, on a form provided by ~~the~~ DPR, a copy of the records of all pesticide use at the school site for that year, excluding any pesticides exempted by law and any pesticide use reported by the pest control operator pursuant to Food and Agricultural Code 13186. The IPM coordinator may submit more frequent reports at his/her discretion. (Education Code 17611)

Each school site shall maintain records of all pesticide use at the school for four years, and shall make the information available to the public, upon request, in accordance with the California Public Records Act. A school ~~Such records~~ may meet this requirement ~~be maintained~~ by retaining a copy of the warning sign posted for each pesticide application with a recording on that copy of the amount of the pesticide used. (Education Code 17611)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

Pesticide Use near School Site

Upon receiving notification pursuant to 3 CCR 6692 that a grower expects to use agricultural pesticides within one-quarter mile of a school site Monday through Friday from 6:00 a.m. to 6:00 p.m., the principal or designee shall notify the Superintendent or designee, IPM coordinator, staff at the school site, and parents/guardians of students enrolled at the school.

The principal or designee may communicate with any grower within one-quarter mile of the school to request that the grower not apply pesticides during evenings or weekends when school activities are scheduled.

Legal Reference:

~~BUSINESS AND PROFESSIONS CODE~~

~~8593.2 Licensed pest control operators; training requirements~~

EDUCATION CODE

17366 Legislative intent (fitness of buildings for occupancy)

17608-17614 Healthy Schools Act of 2000

48980 Notice at beginning of term

48980.3 Notification of pesticides

BUSINESS AND PROFESSIONS CODE

8593.2 Licensed pest control operators; training requirements

FOOD AND AGRICULTURAL CODE

11401-12408 Pest control operations and agricultural chemicals

13180-13188 Healthy Schools Act of 2000

GOVERNMENT CODE

3543.2 Scope of representation; right to negotiate safety conditions

6250-6270 California Public Records Act

CODE OF REGULATIONS, TITLE 3

6147 Pesticides exempted from registration requirements

6690-6692 Pesticide use near school sites6724 Training of employees handling pesticides

CODE OF REGULATIONS, TITLE 8

340-340.2 Employer's obligation to provide safety information

UNITED STATES CODE, TITLE 7

136-136y Insecticide, Fungicide and Rodenticide Act

Management Resources:

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION PUBLICATIONS

California School IPM Model Program Guidebook

Healthy Schools Act Requirements for Public K-12 SchoolsSchool District Integrated Pest Management Plan Template

U.S. ENVIRONMENTAL PROTECTION AGENCY

~~Protecting Children in Schools from Pests and Pesticides, 2002~~Pest Control in the School Environment: Implementing-Adopting Integrated Pest Management (IPM), May 2017, ~~1993~~

WEB SITES

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

California Department of Pesticide Regulation, School IPM:

<http://www.cdpr.ca.gov/schoolipm>U.S. Environmental Protection Agency, Integrated Pest Management at Schools: <http://www.epa.gov/managing-pests-schoolspesticides/ipm>

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT

approved: November 2, 2011 Hanford, California

revised: October 28, 2015

revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan *GM*

DATE: March 4, 2019

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

FOR: (X) Information
() Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Consider the following revised Administrative Regulation for information.

PURPOSE:

The following policy reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and Federal law mandates as well as Education Code changes.

Regulation updated to reflect new law (AB 1453) which authorizes districts to provide for the transportation of adult volunteers to and from educational activities. Regulation also reflects requirement to provide transportation consistent with a student's Section 504 plan, and clarifies the district's responsibility with respect to transportation for homeless students and foster youth.

- AR 3541 - Transportation Routes and Services

FISCAL IMPACT:

None

RECOMMENDATION:

Consider for adoption at next regular board meeting.

Hanford ESD

Administrative Regulation

Transportation Routes And Services

AR 3541

Business and Noninstructional Operations

~~Routes and Bus Stops~~

The Superintendent or designee shall design transportation routes and stops within district boundaries that ~~to~~ promote student~~the~~ safety, ~~of students and~~ maximum efficiency in the use of buses, and decreased traffic in and around the schools.

(cf. 3510 - Green School Operations)

(cf. 3514 - Environmental Safety)

(cf. 3540 - Transportation)

Students ~~who reside beyond the minimum transportation distances listed below~~ shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below~~of their attendance area:~~

1. For elementary school students:

Grades K-~~3~~⁶: three-~~fourths~~-~~quarter~~ mile

Grades ~~-(3/4-8: one mile)~~

2. For students attending a three-year junior high school:

Grades 7-~~9:8~~:- one mile

The Superintendent or designee may authorize transportation below these limits ~~within the walking distance~~ when safety problems or hazards exist.

~~The Superintendent or designee will identify known safety problems or hazards that exist around the district's schools. Where such known safety problems or hazards exist, the district prefers that students utilize the district bus transportation provided for their safety. Parents who want their child(ren) to cross major thoroughfares when transportation is provided for safety reasons, must provide written permission for students to get to school by means other than district provided transportation.~~

~~Students who attend a school outside their attendance area may be eligible for transportation services in accordance with Board of Trustees policy.~~

~~(cf. 5116.1 - Intradistrict Open Enrollment)~~

~~(cf. 5117.1 - Interdistrict Attendance Agreements)~~

~~(cf. (cf. 5142.2 - Safe Routes to School)~~

~~5117.2 - Alternative Interdistrict Attendance Program)~~

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules, and stops. He/she may also ~~and/or shall~~ arrange for local media to publish such information.

(cf. 1112 - Media Relations)

~~(cf. =~~

With the Governing Board's authorization, ~~5145.6 - Parental Notifications)~~

~~Eligibility for Transportation Services~~

~~Students receiving services listed below are eligible for transportation services:~~

- ~~1. — FLI, LEP, Migrant, RSP, SDC and/or other district initiated Programs, as designed~~
- ~~2. — Over crowding (designated by district)~~
- ~~3. — Living outside of walking distance (as outlined above) but within home school boundary~~

~~Students not eligible for transportation services:~~

- ~~1. — Within walking distance (as determined above)~~
- ~~2. — Inter-districts~~

~~Courtesy Transportation may be granted for:~~

- ~~1. — Child care (after Labor Day holiday, if space is available)~~
- ~~2. — School of Choice (after Labor Day, if space is available)~~

~~The Transportation Department will assign bus route times and location of the bus stop. Busing privileges may be revoked at any time due to the needs and policies of the district.~~

~~A new request for transportation services must be submitted each year on HESD form ADM 232 which may be obtained at any school office.~~

~~Transportation Services~~

~~Transportation~~ services may be provided or arranged by the district for:

1. Students traveling to and from school during the regular school day (Education Code 39800)

2. Field trips and excursions (Education Code 35330)

(cf. 3541.1 - Transportation for School-Related Trips)

3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)

Students who attend school outside of their school attendance area or district boundaries may be eligible for transportation services in accordance with district policy.

(cf. 5116.1- Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance)

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education program or Section 504 plan. programs. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4, 300.17, 300.34)

(cf. 3541.2 - Transportation for Students with Disabilities)

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee ~~district~~ shall provide transportation to homeless students in accordance with law, Board policy, and administrative regulation. When~~transportation services comparable to those offered to other students at~~ the student resides outside of district boundaries, the Superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation.~~school of attendance.~~ (42 USC 11432)

(cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so. (20 USC 6312)

(cf. 6173.1 - Education for Foster Youth)

Legal Reference:

EDUCATION CODE

10900.5 Use of school buses for community recreation

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39809.5 Transportation, general provisions, especially:

39800 Powers of governing board to provide transportation to and from school

39801.5 Transportation for adults

39808 Transportation for private school students

39830-~~39843~~~~39842~~ School buses, especially:

39835 Use of school buses for community recreation

39837 Transportation to summer employment program

39837.5 Transportation of employees, ~~and~~ parents/guardians, and adult volunteers to school activities

39860 Transportation to school activities

41850-41856 Allowances for transportation

41860-41863 Supplementary allowances ~~for~~ transportation48853.5 Educational placement of students residing in licensed children's institutions

CODE OF REGULATIONS, TITLE 5

15240-15244 Allowances for student transportation, definitions

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

6312 Transportation to maintain children in foster care in school of origin

UNITED STATES CODE, TITLE 42

11432 McKinney-Vento Homeless Assistance Act

CODE OF FEDERAL REGULATIONS, TITLE 34

104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504

300.17 Free appropriate public education300.34 Special education related services

Management Resources:

CSBA PUBLICATIONSSpecial Education Pupil Transportation: Considerations in the Era of LCFF, Governance Brief, April 2014

WEB SITES

California Department of Education, Office of School Transportation:

<http://www.cde.ca.gov/ls/tn/or/assignment.aspxbus/index.html>Pupil Transportation Safety Institute: <http://www.ptsi.org>

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT

approved: May 16, 2001 Hanford, California

revised: July 17, 2002

revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Lucy Gomez

DATE: February 21, 2019

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

Date you wish to have your item considered: March 13, 2019

ITEM: Memorandum of Understanding with Sacramento County Office of Education (SCOE) for English Language Proficiency Assessment of California (ELPAC) Usability Pilot and Speaking Collection.

PURPOSE: The Sacramento County of Education would like to enter into an agreement with our district to participate in the English Language Proficiency Assessments for California Usability Pilot. This Pilot is a research study being conducting by Education Testing Service and will inform the California Board of Education on the conversion of the paper pencil ELPAC to a computer based assessment (CBA). In addition to participating in the Pilot, the same students from the target criteria (English Language Learners and English Only) would participate in a Speaking collection of student responses. The selected audio or video-recorded responses will be used during California state Administration and Scoring Training and for online test examiner scoring practice and calibration. Prior written parent consent will be obtained for student participation in the study.

FISCAL IMPACT: Under the direction of Sacramento Office of Education, Iron Mountain Films will donate \$800 to each participating school.

RECOMMENDATIONS: Recommend approval of Memorandum of Understanding with Sacramento Office of Education.

English Language Proficiency Assessments for California (ELPAC)

Memorandum of Understanding between the Sacramento County Office of Education and the Hanford Elementary School District.

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to document the scope of work for the ELPAC Usability Pilot and Speaking Collection occurring April 1–5, 2019.

II. Background

The Sacramento County Office of Education (SCOE) would like to enter into an agreement with the Hanford Elementary School District (ESD) to participate in the English Language Proficiency Assessments for California (ELPAC) Usability Pilot. This Pilot is a research study being conducted by Education Testing Service and will inform the California Board of Education on the conversion of the paper-pencil ELPAC to a computer based assessment (CBA). The Specifications for this study have been provided to Hanford ESD that details the requirements for the study. This MOU summarizes the roles and responsibilities for the project.

In addition to participating in the Pilot, SCOE would like the same students to participate in a Speaking collection of student responses. These responses will be used during California state Administration and Scoring Training (AST) and for online test examiner scoring practice and calibration. SCOE, under the direction of ETS and working with Iron Mountain Films (IMF), will administer the Speaking items to students and video record the administration in order to collect Speaking sample responses.

III. Scope of Work

Hanford ESD central administration will recruit school sites and make every effort to recruit students for the Pilot and Speaking collection based up the following student targets:

Grade	TK/K	1	2	3–5	6–8	Total
ELs	9	5	5	14	14	47
ELs With Disabilities	5	3	3	2	2	15
Newcomer ELs	7	5	5	5	5	27
English Only (EOs)	3	2	2	2	2	11
Total	24	15	15	23	23	100

The chart below is a sample schedule showing the number of rooms required for the project:

	Monday	Tuesday	Wednesday	Thursday	Friday
Elementary School A	2 rooms for Pilot	2 rooms for Pilot	2 rooms for Pilot	2 rooms for Pilot	2 rooms for Pilot
	Speaking collection may occur over two to three days in a separate room.				
Middle School	2 rooms for Pilot	2 rooms for Pilot	2 rooms for Pilot	2 rooms for Pilot	2 rooms for Pilot
	Speaking collection may occur over one day in a separate room.				

Each Pilot room will target 5 students per day with 10 total students tested each day; one hour per student. Students may be tested after school if needed. The Speaking collection will occur simultaneously with the Pilot on its own schedule of 20 minutes per student. A separate room or space will be needed for the Speaking collection. Hanford ESD may use multiple school sites and adjust this schedule in order to meet the target number of students.

At each participating school, Hanford ESD will make arrangements for the use of quiet rooms with appropriate desks and/or a table and chairs for the test administration. As soon as school sites have been recruited, Iron Mountain Films and SCOE will come to the sites for a scouting visit.

During each test administration for the ELPAC Pilot, the use of two technical devices (laptops or tablets) from Hanford ESD are needed; one for the student, and one for the test examiner. Headphones with microphones will be provided by SCOE.

Prior to student participation, Hanford ESD will obtain permission from the parent/guardian of each eligible student. These consent forms will be provided to the district electronically in English and other languages, as needed. Only students with signed permission forms will be able to participate. Hanford ESD will provide data on each student as specified in the student background document. Classroom teachers will be asked to complete a very short survey for each student regarding English fluency for students participating in the Pilot. Hanford ESD will facilitate the completion of the teacher forms.

SCOE will provide hard copies of all other materials used for the Pilot and Speaking collection. Hanford ESD will provide data on each student as specified in the student background document. Classroom teachers will complete a very short survey for each student.

At the conclusion of testing, each student will receive an incentive for his/her participation, in an amount not to exceed five dollars per incentive. The incentive will be provided by SCOE. Middle School and High School students will receive a \$5 gift certificate to In & Out and younger students will be given a small prize.

IV. Budget

Upon agreement to participate, a Purchase Order for up to \$2500 will be set up to assist with the cost of this project including extra staff time for preparation, translations (if needed), and substitute reimbursement (if needed).

Iron Mountain Films will provide a donation of \$800 per school sites participating and be presented to the site administrator on the first day of filming at each school site.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: February 28, 2019

For: ☒ Board Meeting
☐ Superintendent's Cabinet

For: ☐ Information
☒ Action

Date you wish to have your item considered: March 13, 2019

ITEM: Hear and consider for approval 2018-2019 updated school plans.

PURPOSE: Each school has carefully and thoroughly followed the planning process. School site councils have approved the updated school plans for 2018-2019. Planning amounts are based on allocations and carryover from the prior school year.


The school plans include funding from Title I Part A

Fiscal Impact:

School	
Hamilton Elementary	\$92,656
Jefferson Elementary	\$58,064
Kennedy Jr. High	\$130,460
King Elementary	\$134,908
Lincoln Elementary	\$102,540
Monroe Elementary	\$138,614
Richmond Elementary	\$103,528
Roosevelt Elementary	\$129,719
Simas Elementary	\$74,866
Washington Elementary	\$103,528
Wilson Jr. High	\$118,600
Community Day	\$2,471
Total	\$1,189,954

RECOMMENDATION: Approve the updated 2018-2019 School plans.

HANFORD ELEMENTARY SCHOOL DISTRICT**AGENDA REQUEST FORM**

TO: Joy Gabler
FROM: David Goldsmith 
DATE: March 1, 2019

For: ☒ Board Meeting
☐ Superintendent's Cabinet

For: ☐ Information
☒ Action

Date you wish to have your item considered: March 13, 2019

ITEM: E-Rate Form 471 Application for Year 2019 – Fiber Optic cabling and electronics upgrade

PURPOSE: Hanford Elementary School District's Information Systems office wishes to file an application for Year 2019 Federal E-Rate funding discounts for the upgrade and installation of the aging fiber optic cabling backbone on HESD campuses, as well as the network electronics utilizing the backbone. This will upgrade the campus core network connectivity from 1GB to 10GB. As a member of the SPURR procurement consortium, HESD has been able to acquire a competitively bid proposal for this project from AMS.NET.

HESD wishes to use the federal E-Rate funding mechanism to request funding that would amount to an 85% discount off the total cost of the proposal. The SPURR proposal from AMS.NET meets the requirements and guidelines for funding through the E-Rate program.

FISCAL IMPACT: Approx. \$102,517 after E-Rate Category 2 funding discount (\$683,446 before E-Rate discount).

RECOMMENDATION: Approve vendor selection and filing of funding request.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan *GM*

DATE: March 4, 2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Consider authorization to solicit bids for the reroof of Woodrow Wilson Jr. High School's Building 200 and Band Room.

PURPOSE:

The project will require the solicitation of bids. Once a bid is awarded, we expect to start the project on June 10th. The entire project will be required to be completed before July 31st.

FISCAL IMPACT:

The total estimated cost for labor and materials on this project is \$275,000.

RECOMMENDATION:

Authorize the solicitation of bids for the reroof of Woodrow Wilson Jr. High School's Building 200 and Band Room.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan **GM**

DATE: March 4, 2019

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: March 13, 2019

ITEM

Consider approval of agreement with Mangini Associates, Inc. for construction administration services for the reroof of Building 200 and Band Room at Woodrow Wilson Jr. High School.

PURPOSE

Mangini Associates, Inc. to provide the District with architectural services (advertisement publication, bid process, specification, closeout, etc.) for the reroof of Building 200 and Band Room at Woodrow Wilson Jr. High School.

FISCAL IMPACT

Architectural costs for this project are estimated to be \$15,000.

RECOMMENDATION

Approve agreement with Mangini Associates, Inc. for construction administration services for the reroof of Building 200 and Band Room at Woodrow Wilson Jr. High School.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan *GM*

DATE: March 4, 2019

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

FOR: () Information
(X) Action

Date you wish to have your item considered: March 13, 2019

ITEM:

Consider approval of agreement with Blair, Church & Flynn.

PURPOSE:

The District is recommending approval of the attached agreement with Blair, Church & Flynn. The agreement will allow for a topographic survey of the project area of the Lincoln Classroom wing.

FISCAL IMPACT:

The cost of the agreement is \$8,600.

RECOMMENDATION:

Approve the agreement with Blair, Church & Flynn.

Dave Endo, Assistant Superintendent of Business Services
Hanford Elementary School District
714 North White Street
Hanford, CA 93230

November 21, 2018
File No. 218-0393
Phase SUR

Subject: **Professional Surveying Services Proposal
Topographic Survey at Lincoln Elementary School**

Dear Dave:

At the request of Luke Casavant at Teter, Inc, I am pleased to present this surveying services proposal for completion of a topographic survey at Lincoln Elementary School. The proposed survey limits are shown on attached Exhibit B.

Project Understanding

The District has retained Teter to assist them with the modernization of Building Wings 10, 20, 30, and 40, and construction of a new plaza at the school and as part of that effort, Teter needs a topographic survey of the project area. Please accept this proposal for our professional surveying services to provide a topographic survey of the project limits outlined on Exhibit B.

Scope of Services

The specific services we propose to provide are summarized as follows:

I. Topographic Survey

- A. Spot elevations on a maximum 25-foot square grid covering the project area, plus additional spot elevations at critical points such as edges of existing surface improvements, grade breaks, swales, and ridges, and as otherwise necessary to define surface gradients
- B. Plotted location and grade of structures, fencing, paving, sidewalks and other above ground improvements.
- C. Floor elevations and elevations at each entrance of any buildings within the project area.
- D. Utility information. The following information will be shown, when needed, based on record information provided to us by the District, and on observed surface evidence:
 - 1. Location and size of water and gas mains and services.
 - 2. Location of fire hydrants within and nearby the project area, together with the size of the main serving each hydrant.

3. Location of electrical, cable television, site lighting, and communications systems.
4. Location, size, depth, and direction of flow of sanitary sewers and storm drains within the project area; location of drain inlets, manholes, cleanouts and inverts of pipe at each within the project area.
- E. Location of trees with trunk diameter two inches and over; locate within one-foot tolerance, label trunk size and show drip line graphically.
- F. Prepare an AutoCAD drawing of the topographical survey, complete with utility information, for use as a basis for preparation of the construction documents. Unless directed otherwise, we will present the survey drawing at a scale of 1"= 20'.

Services Outside of Scope

Services not included under our scope of work, but that may be provided upon request, include the following:

1. Field boundary surveys, property corner surveys or preparation of records of survey
2. Construction staking
3. Payment of fees
4. Acquisition of title information
5. Underground utility locating services such as GPR and potholing
6. Surveys beyond the limits indicated on Exhibit B

Professional Services Fee

Blair, Church & Flynn will provide the engineering services described in the above Scope of Services for a lump sum amount totaling \$8,600.

Additional services not specified in the Scope of Services are available upon request and can be provided on a time and materials basis, according to the Fee Schedule shown in Exhibit A.

Schedule

Blair, Church & Flynn is prepared to start work for this project immediately upon acceptance of this proposal and receipt of your authorization to proceed. Once we are authorized to start work we can have the survey completed within approximately 4 weeks.

Closing Remarks

Please don't hesitate to contact me at (559) 326-1400 if you have any questions. We greatly appreciate the opportunity to join your project team and look forward to working with you.

Best regards,

BLAIR, CHURCH & FLYNN CONSULTING ENGINEERS



Lane Bader, PE
Project Manager

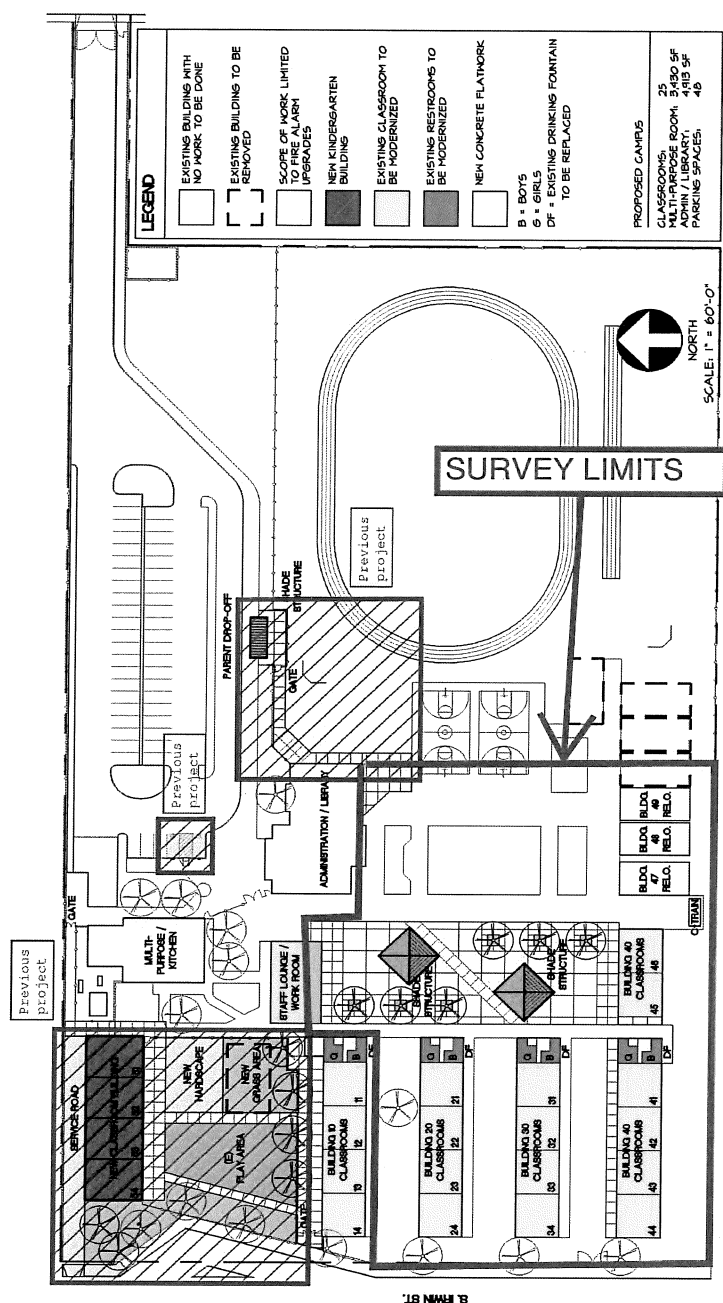
Attachment

Exhibit A: Professional Services Fee Schedule

General Consulting 2018 Prevailing Wage

<u>CLASSIFICATION</u>	<u>RATE</u>
Principal.....	\$170.00/Hour
Program Manager.....	\$165.00/Hour
Professional Engineer 3.....	\$160.00/Hour
Professional Engineer 2.....	\$150.00/Hour
Professional Engineer 1.....	\$140.00/Hour
Assistant Engineer 3.....	\$115.00/Hour
Assistant Engineer 2.....	\$105.00/Hour
Assistant Engineer 1.....	\$100.00/Hour
Professional Land Surveyor 2.....	\$150.00/Hour
Professional Land Surveyor 1.....	\$135.00/Hour
Assistant Surveyor.....	\$105.00/Hour
Land Services Technician.....	\$95.00/Hour
Professional Landscape Architect.....	\$117.00/Hour
Landscape Designer.....	\$90.00/Hour
Design Technician.....	\$107.00/Hour
CAD Technician 3.....	\$97.00/Hour
CAD Technician 2.....	\$87.00/Hour
CAD Technician 1.....	\$70.00/Hour
Environmental Consultant.....	\$120.00/Hour
Environmental, Health & Safety Officer.....	\$100.00/Hour
Construction Manager.....	\$120.00/Hour
Construction Inspector.....	100.00/Hour
Construction Administrator.....	\$85.00/Hour
Staff Analyst.....	\$90.00/Hour
Administrative Assistant.....	\$65.00/Hour
Engineering Aide.....	\$55.00/Hour
Survey Party Mobilization.....	\$80.00/Hour
1-Man Survey Party.....	\$150.00/Hour
2-Man Survey Party.....	\$250.00/Hour
3-Man Survey Party.....	\$350.00/Hour
LiDAR Scanner.....	\$200.00/Hour
Equipment Rental and Associated Expense.....	Cost x 1.10
Materials, Printing, Subconsultant Procurement.....	Cost x 1.10
Mileage.....	@ Current IRS Rate

Exhibit B



MODERNIZATION SITE PLAN

**LINCOLN ELEMENTARY SCHOOL MODERNIZATION
HANFORD ELEMENTARY SCHOOL DISTRICT**

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: 02/28/19

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 03/13/19

ITEM: Consider for approval the following revised Board Bylaw:

- BB 9322 – Agenda/Meeting Materials

PURPOSE: The following Board Bylaw reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and Federal law mandates and Education Code changes.

The Board Bylaw is updated to reflect requirement effective January 1, 2019 that districts post a direct link on the homepage of their web site to the current board meeting agenda or to the district's agenda management platform. Bylaw also clarifies that the agenda need not provide an opportunity for public comment on any agenda item that has previously been considered at an open meeting of a committee comprised exclusively of board members.

FISCAL IMPACT: None**RECOMMENDATIONS:** Approve

Hanford ESD

Board Bylaw

Agenda/Meeting Materials

BB 9322

Board Bylaws

Agenda Content

Governing Board ~~of Trustees~~ meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to testify at regular meetings provide comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of ~~agenda~~ documents related to an open session item that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall specify that include information regarding how, when, and to whom a request should be made if an individual ~~who~~ requires disability-related accommodations or

modifications, including auxiliary aids and services, in order to participate in the Board meeting—~~should contact the Superintendent or designee in writing.~~ (Government Code 54954.2)

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. ~~The agenda shall reflect the district's vision and goals and the Board's focus on student learning.~~

~~(cf. 0000—Vision)~~

~~(cf. 0200—Goals for the School District)~~

(cf. 9121 - President)

(cf. 9122 - Secretary)

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. ~~The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any, at least ten working days before the scheduled meeting date. Items submitted less than ten working days before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.~~

The Board president and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. ~~Items not within the subject matter jurisdiction of the Board may not be placed on the agenda.~~ In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation.

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board to take action to determine whether the item shall be placed on the agenda.

The Board president and Superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, or an information item that does not require immediate action, ~~or a consent item that is routine in nature and for which no discussion is anticipated.~~

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. (Government Code 54954.3)

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)
 (cf. 1312.2 - Complaints Concerning Instructional Materials)
 (cf. 1312.3 - Uniform Complaint Procedures)
 (cf. 1312.4 - Williams Uniform Complaint Procedures)
 (cf. 3320 - Claims and Actions Against the District)
 (cf. 5144.1 - Suspension and Expulsion/Due Process)

~~Consent Agenda/Calendar~~

~~In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval.~~

~~When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.~~

~~The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. However, the agenda need not provide an opportunity for public comment when the consent agenda item has previously been considered at an open meeting of a committee comprised exclusively of all the Board members provided that members of the public were afforded an opportunity to comment on the item at that meeting, unless the item has been substantially changed since the committee considered it.~~

~~(Government Code 54954.3)~~

Agenda Dissemination to Board Members

At least ~~three days~~72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, ~~citizens~~, and others; and other available documents pertinent to the meeting.

When special meetings are called, ~~the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before shall receive, at least 24 hours prior to the meeting-, notice of the business to be transacted.~~

(Government Code 54956)

Board members shall review agenda materials before each meeting.– Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. –However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

(cf. 9012 - Board Member Electronic Communications)

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

In addition, the Superintendent or designee shall post the agenda on the homepage of the district web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the district's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

(cf. 1340 - Access to District Records)

~~The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)~~

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board, ~~provided the document is a public record under the Public Records Act. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting.~~ (Government Code 54957.5)

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the

Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

~~(cf. 1113—District and School Web Sites)~~

~~(cf. 1340—Access to District Records)~~

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. —Any document prepared by another person shall be made available for public inspection after the meeting. —These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

~~Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. —Written requests must be renewed following January 1 of each year. (Government Code 54954.1)~~

~~Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.~~

Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 ~~Public~~Availability of public records

54960.2 Challenging board actions; cease and desist

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, ~~2010~~2015

The Brown Act: School Boards and Open Meeting Laws, rev. ~~2009~~2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, rev. 2003

WEB SITES

CSBA, Agenda Online: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

Bylaw HANFORD ELEMENTARY SCHOOL DISTRICT

Adopted: October 21, 1998 Hanford, California

Revised: September 19, 2001

Revised: August 20, 2003

Revised: October 9, 2013

Revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler
 FROM: Jason Strickland
 DATE: March 4, 2019

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

Date you wish to have your item considered: 03/13/19

ITEM: Receive the following revised Administrative Regulation for information:

AR/BP 5113.1 - Chronic Absence and Truancy

PURPOSE: Policy updated to reflect the inclusion of a chronic absence indicator in the California School Dashboard effective in the fall of 2018, add examples of interventions for attendance problems, and delete section on "School Attendance Review Board" since that material is now covered in BP/AR 5113.12 - District School Attendance Review Board. Regulation updated to delete references to 5 CCR 15497.5 (repealed), which formerly contained the LCAP template that is now available on the CDE web site, and to delete section on the appointment and general duties of attendance supervisors, now covered in AR 5113.11 - Attendance Supervision.

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

Chronic Absence And Truancy

BP 5113.1

Students

The ~~Governing Board of Trustees~~ believes that ~~excessive~~ absenteeism, whatever the cause~~whether caused by excused or unexcused absences~~, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

(cf. 5113 - Absences and Excuses)

(cf. 5113.11 - Attendance Supervision)

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates ~~districtwide for all district students~~, for each school, and disaggregated for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be ~~disaggregated and~~ used in the development of annual goals and specific actions for student attendance and engagement ~~to be included and for inclusion~~ in the district's local control and accountability plan and other applicable school and district plans.

(cf. 0400 - Comprehensive Plans)

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. ~~The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.~~

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

(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)

The Superintendent or designee shall ~~consult~~~~work~~ with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

Interventions for students with serious attendance problems shall be designed to meet the specific needs of the student and may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The Superintendent or designee—He/she also may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to ~~make ensure that~~ alternative educational programs and ~~nutrition, health care, and other~~ support services ~~are~~ available for students and families ~~and to intervene as necessary when students have serious attendance problems.~~

(cf. 1020 - Youth Services)
 (cf. 5030 - Student Wellness)
 (cf. 5146 - Married/Pregnant/Parenting Students)
 (cf. 5147 - Dropout Prevention)
 (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)

Students who are identified as ~~truants~~~~truants~~ shall be subject to the interventions specified in law and administrative regulation.

(cf. 5113.12 - District School Attendance Review Board)

A student's truancy, tardiness, or other absence from school shall not be the basis for his/her ~~out-of-school~~ suspension or expulsion. Alternative ~~disciplinary~~ strategies and positive reinforcement for attendance shall be used whenever possible.

(cf. 5144 - Discipline)

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

The Superintendent or designee shall periodically report to the Board regarding the district's progress in improving student attendance rates for all students and for each numerically significant student population. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to make changes as needed. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in ~~the determination~~identification of how to best allocate available community resources.

~~School Attendance Review Board~~

~~In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).~~

~~The Board may submit a nomination to the County Superintendent of Schools for a person who will serve on the county SARB as a representative of school districts. (Education Code 48321)~~

~~The Board shall appoint members of the district's SARB, who may include, but are not limited to, a parent/guardian as well as representatives of the district; county probation department; county welfare department; county office of education; 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 operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.~~

Legal Reference:

EDUCATION CODE

1740-~~1742~~ Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

~~41601 Reports of average daily attendance~~

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)

48225.5 Work permits, entertainment and allied industries

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-~~48297~~~~482967~~ Failure to comply; complaints against parents
 48320-48325 School attendance review boards
 48340-48341 Improvement of student attendance
 48400-48403 Compulsory continuation education
 48900 Suspension and expulsion
 49067 Unexcused absences as cause of failing grade
 52052 Academic Performance Index; numerically significant student subgroups
 60901 Chronic absence
 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
~~15497.5 Local control and accountability plan template~~
 COURT DECISIONS
 L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CSBA PUBLICATIONS

Attendance Awareness Month, Fact Sheet, September 2014

ATTENDANCE WORKS PUBLICATIONS

Count Us In! Working Together to Show that Every School Day Matters, 2014

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority
 Early Outreach for Positive Linkages and Engagement, 2014

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>

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

OnTrackCA: <http://www.ontrackca.org>

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: April 24, 2013 Hanford, California

revised: September 23, 2015

revised:

Hanford ESD

Administrative Regulation

Chronic Absence And Truancy

AR 5113.1
Students

Definitions

Chronic absentee means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. (Education Code 60901)

Truant means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. (Education Code 48260)

Habitual truant means a student who has been reported as a truant three or more times within the same school year, provided the district has made a conscientious effort to hold at least one conference with the student and his/her parent/guardian after either of the two previous reports. (Education Code 48262, 48264.5)

Chronic truant means a student who has been absent from school without a valid excuse for 10 percent or more of the school days in one school year, from the date of enrollment to the current date, provided the district has met the requirements of Education Code 48260, 48260.5, 48261, 48262, 48263, and 48291. (Education Code 48263.6)

For purposes of classifying a student as a truant, valid excuse includes, but is not limited to, the reasons for which a student shall be excused from school pursuant to Education Code 48205 and 48225.5. A valid excuse ~~also~~ may include other reasons that are within the discretion of school administrators and, based on the facts of the student's circumstances, are deemed to constitute a valid excuse. (Education Code 48260)

(cf. 5113 - Absences and Excuses)
(cf. 5113.2 - Work Permits)

Addressing Chronic Absence

When a student is identified as a chronic absentee, the Superintendent or designee~~attendance supervisor~~ shall communicate with the student and his/her parents/guardians to determine the reason(s) for _

the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

(cf. 5113.11 - Attendance Supervision)
(cf. 6020 - Parent Involvement)

The student may be referred to a student success team or school-site attendance review team to assist in evaluating his/her needs and identifying strategies and programs to assist him/her.

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5147 - Dropout Prevention)
(cf. ~~5149 - At Risk Students~~)
(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)

A student who is struggling academically may be offered tutoring or other supplemental instruction, extended learning opportunities, and/or alternative educational options as appropriate.

(cf. 6158 - Independent Study)
(cf. 6176 - Weekend/Saturday Classes)
(cf. 6178.1 - Work-Based Learning)
(cf. 6179 - Supplemental Instruction)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)

Whenever chronic absenteeism is linked to a health issue or nonschool condition, the Superintendent or designee~~attendance supervisor~~ may recommend school or community resources and/or collaborate with community agencies and organizations to address the needs of the student and his/her family.

(cf. 1020 - Youth Services)
(cf. 5141.6 - School Health Services)

Addressing Truancy

An attendance supervisor or designee, peace officer, probation officer, or school administrator or designee may, as applicable, arrest or assume temporary custody during school hours of any minor student found away from his/her home who is absent from school_

without a valid excuse. Any person arresting or assuming temporary custody of a minor student shall deliver the student and make reports in accordance with Education Code 48265 and 48266. (Education Code 48264, 48265, 48266)

(cf. 3515.3 - District Police/Security Department)

The ~~Superintendent or designee~~~~attendance supervisor~~ shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code 48200-48341. (Education Code 48290)

When a student has been identified as a truant as defined above, the following steps shall be implemented based on the number of trancies he/she has committed:

1. Initial truancy

a. The student shall be reported to the ~~Superintendent or designee~~~~attendance supervisor~~. (Education Code 48260)

b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code 48260.5)

(1) The student is truant.

(2) The parent/guardian is obligated to compel the student to attend school. If the parent/guardian fails to meet this obligation, he/she may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.

(3) Alternative educational programs are available in the district.

(4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.

(5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or ~~designee, or~~ attendance supervisor or ~~his/her~~ designee ~~pursuant to~~ Education Code 48264 if found away from home and absent from school without a valid excuse.

(6) The student may be subject to suspension, restriction, or delay of his/her driving privilege pursuant to Vehicle Code 13202.7.

(7) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.

(cf. 5145.6 - Parental Notifications)

c. The student may be required to attend makeup classes on one day of a weekend pursuant

to Education Code 37223. (Education Code 48264.5)

d. The student and, as appropriate, his/her parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code 48264.5)

2. Second truancy

a. Any student who has once been reported as a truant shall again be reported to the Superintendent or designee~~attendance supervisor~~ as a truant if he/she is absent from school without a valid excuse one or more days or is tardy on one or more days during the school year. (Education Code 48261)

b. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)

c. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #3 below. (Education Code 48264.5)

d. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and his/her parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code 48262)

e. The student may be given a written warning by a peace officer. ~~-A record of that warning may be kept at the school for not less than two years or until the student graduates or transfers from the school. -If the student transfers, the record may be forwarded to the new school.~~ (Education Code 48264.5)

3. Third truancy (habitual truancy)

a. A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be

——referred to, and required to attend, a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee~~district's attendance supervisor~~. (Education Code 48263, 48264.5)

(cf. 5113.12 - District School Attendance Review Board)

b. Upon making a referral to the SARB or the probation department, the Superintendent or designee~~attendance supervisor~~ shall provide the student and parent/guardian, in writing, the name and address of the SARB or probation department and the reason for the referral. This

notice shall indicate that the student and parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code 48263)

c. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #4 below. (Education Code 48264.5)

4. Fourth truancy

a. Upon his/her fourth truancy within the same school year, the student may be referred to the jurisdiction of the juvenile court. (Education Code 48264.5; Welfare and Institutions Code 601)

b. If a student has been adjudged by the county juvenile court to be a habitual truant, the ~~Superintendent or designee~~~~attendance supervisor~~ shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school. The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code 48267)

5. ~~Chronic truancy (unexcused absence)~~~~Absence~~ for 10 percent of school days (~~chronic truancy~~)

a. The ~~Superintendent or designee~~~~attendance supervisor~~ shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.

b. If a chronically truant student is at least age ~~six~~6 years and is in any of grades K-8, the ~~Superintendent or designee~~~~attendance supervisor~~ shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code 270.1.

Records

The Superintendent or designee shall maintain accurate attendance records for students identified as habitual or chronic truants. The Superintendent or designee also shall document all contacts with a student and his/her parent/guardian regarding the student's attendance, including a summary of all conversations and a record of all intervention efforts.

(cf. 5125 - Student Records)

The Superintendent or designee shall gather and transmit to the County Superintendent of Schools the number and types of referrals made to the SARB and of requests for petitions made to the juvenile court. (Education Code 48273)

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT

approved: April 24, 2013 Hanford, California

revised:

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler
 FROM: Jason Strickland
 DATE: March 4, 2019

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

Date you wish to have your item considered: 03/13/19

ITEM: Receive the following revised Administrative Regulation for information:

AR/BP 5117 - Interdistrict Attendance

PURPOSE: Policy updated to reflect NEW LAW (AB 99, 2017) which makes a number of changes to the school district of choice program, including (1) requiring a participating district to register as a school district of choice with the Superintendent of Public Instruction and the county board of education by July 1, 2018; (2) expanding the factors that must not be considered by districts in the selection process; and (3) revising the requirements for annually reporting the disposition of transfer requests. Regulation updated to reflect provisions of AB 99 related to public announcements regarding the program, priorities for admission, and the timeline for notification of a student's provisional acceptance or rejection. Regulation also reflects NEW LAW (SB 344, 2017) which gives the county board in a class 1 county, as defined, 60 calendar days to decide an appeal when a district denies a transfer under an interdistrict attendance agreement. Section on "Transfers Out of the District" moved from BP to AR, and revised to reflect NEW LAW (AB 2659, 2016) which provides that a district must not prohibit the transfer of a child of a military family to any district that approves the transfer.

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

Interdistrict Attendance

BP 5117

Students

The Board of Trustees recognizes that parents/guardians of students who reside within the geographic boundaries of ~~in~~ one district may, for a variety of reasons, desire ~~choose~~ to enroll their child ~~children~~ in a school in another district.

~~(cf. 0520.3 – Title I Program Improvement Districts)~~

(cf. 5111.1 - District Residency)

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5118 - Open Enrollment Act Transfers)

OPTION 1: Interdistrict Attendance Permits

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-~~48317~~~~48316~~ Student attendance alternatives, school district of choice program

48350-48361 Open Enrollment Act

48900 Grounds for suspension or expulsion; definition of bullying

48915 _Expulsion; particular circumstances

48915.1 _Expelled individuals: _enrollment in another district

48918 _Rules governing expulsion procedures

48980 _Notice at beginning of term

52317 _Regional occupational center/program, enrollment of students, interdistrict attendance

CALIFORNIA CONSTITUTION

Article 1, Section 31 Nondiscrimination on the basis of race, sex, color, ethnicity, or national origin

ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 132 (2004)

84 Ops.Cal.Atty.Gen. 198 (2001)

COURT DECISIONS

Walnut Valley Unified School District v. the Superior Court of Los Angeles County, (2011) 192 Cal.App.4th 234

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

~~CSBA PUBLICATIONS~~

~~Transfer Law Comparison, Fact Sheet, March 2011~~

WEB SITES

CSBA: [_http://www.csba.org](http://www.csba.org)

California Department of Education: [_http://www.cde.ca.gov](http://www.cde.ca.gov)

Policy HANFORD ELEMENTARY SCHOOL DISTRICT

adopted: April 27, 2016 Hanford, California

revised:

Hanford ESD

Administrative Regulation

Interdistrict Attendance

AR 5117
Students

In accordance with an agreement between the Governing Board and the board of another district, a permit authorizing a student's attendance outside his/her district of residence may be issued upon approval of both the district of residence and the district of proposed attendance.

The Superintendent or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of an act of bullying as defined in Education Code 48900(r). ~~Such a student shall be given priority for interdistrict attendance under any existing interdistrict attendance agreement or, in the absence of an agreement, shall be given consideration for the creation of a new permit.~~ (Education Code ~~46600~~4660)

(cf. 5131.2 - Bullying)

~~For~~

2. To meet the child care needs when either before or after school child care need of the student. Such a student may be allowed will result in severe hardship to continue to attend district schools only as long as he/she continues to use a child care provider within district boundaries the student or parents/guardians.

(cf. 5148 - Child Care and Development)

3. To meet ~~thea~~ student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel.

(cf. 6159 - Individualized Education Program)

4. When ~~thea~~ student has a sibling(s) attending school in the receiving district, to avoid splitting the family's attendance.

5. To allow ~~thea~~ student to complete a school year when his/her parents/guardians have moved out of the district during that year.

6. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school.

87. When the parent/guardian provides written evidence that the family will be moving into~~to~~ the district in the immediate future and would like the student to start the year in the district.

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5113.12 - District School Attendance Review Board)

11. When there is valid interest in a particular educational program not offered in the district of residence.

12. To provide a change in school environment for reasons of personal and social adjustment.

Note: In 84 Ops.Cal.Atty.Gen. 198 (2001), the Attorney General opined that a lack of school facilities is a justifiable reason for denial of the interdistrict attendance permit request. However, according to the Attorney General, once the student is admitted, the district may not later deny the student continued attendance at a district school because of overcrowding. Although Attorney General opinions are not binding on the courts, they are generally afforded deference in the court when there is no specific statutory or case law to the contrary. The following paragraph is based on this Attorney General opinion.

Interdistrict Denials

The Superintendent or designee may deny initial requests for interdistrict attendance permits ~~if:~~

1. ~~The transfer into the district would require the district to create a new program to serve that student, except that the district shall not reject the transfer of a student with disabilities or an English learner. (Education Code 48303).~~

2. ~~That the additional cost of educating the student would exceed the amount of additional state aid received as a result of the transfer;~~

3. ~~due to limited That the student has been recommended for expulsion or is currently under an expulsion order;~~

4. ~~That attendance of the student from out of district resources, overcrowding of school will increase a district's class size above the maximums established by the State of California or above the maximums provided for in the district's Collective Bargaining agreement;~~

5. ~~That the student or the parent/guardian of the student has falsely claimed residence in a given school district for the purpose of school attendance in that district;~~

6. ~~That the student has not demonstrated appropriate behavior at his/her previous school as determined by the Superintendent or designee~~

7. ~~That the student has not demonstrated good attendance practices up to and including arriving to school on time.~~

~~8. School facilities are overcrowded~~ at the relevant grade level, ~~or based on~~ other considerations that are not arbitrary. However, once a student is admitted, the district may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level after district balancing occurs.

~~Interdistrict Appeals~~

Within 30 calendar days of a request for an interdistrict permit, the Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance regarding the process for appeal to the County Board of Education as specified in Education Code 46601. (Education Code 46601)

~~Parents/guardians of students, whose inter-district request has been recommended for denial, may request, in writing, an appeal to the Board.~~

~~All appeals to the Board must be submitted in writing to an administrative panel. The parent/guardian will present his/her written and oral appeal to this panel who will make a recommendation to the Board.~~

~~The Board's decision on the appeal shall be based upon the following documentation only:~~

- ~~1. The request for transfer and attachments (if any);~~
- ~~2. The written denial of request for transfer;~~
- ~~3. Correspondence and notes related to the transfer request;~~
- ~~4. The appellant's written statement and attachments (if any);~~
- ~~5. A written statement by the Superintendent or designee and attachments (if any.)~~

~~If (cf. 5145.6 - Parental Notifications)~~

~~the appeal to the Board is denied, the parents/guardians shall be notified that they may appeal to the Kings County School Board within 30 days of the denial of their request.~~

Pending a decision by the two districts or an appeal by the County Board, the Superintendent or designee may provisionally admit a student who resides in another district for a period not to exceed two school months, pending the outcome of the appeal. (Education Code ~~46603~~46601)

Students who are under consideration for expulsion or who have been expelled may not appeal ~~interdistrict~~~~interdistret~~ attendance denials or decisions while expulsion proceedings are pending or during the term of the expulsion. (Education Code 46601)

(cf. 5119 - Students Expelled from Other Districts)

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

Once a student is admitted to a school on the basis of an interdistrict attendance permit, he/she shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school in which he/she is enrolled, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. Existing interdistrict attendance permits shall not be rescinded for students entering grade 11 or 12 in the subsequent school year. (Education Code 46600)

Regulation	HANFORD ELEMENTARY SCHOOL DISTRICT	
approved:	March 16, 1988	Hanford, California
revised:	October 16, 2008	
revised:	March 16, 2011	
revised:	December 12, 2012	
<u>revised:</u>		

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler
FROM: Jason Strickland
DATE: March 4, 2019

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

Date you wish to have your item considered: 03/13/19

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

AR 6173.1 - Education for Foster Youth

PURPOSE: Regulation updated to reflect the Every Student Succeeds Act, which amends the definition of a foster youth's "best interest" and requires districts and child welfare agencies to come to an agreement as to how transportation will be provided to enable foster youth to attend their school of origin.

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

Education For Foster Youth

AR 6173.1

Instruction

Definitions

Foster youth means a child who has been removed from his/her home pursuant to Welfare and Institutions Code 309, is the subject of a petition filed under Welfare and Institutions Code 300 or 602, or has been removed from his/her home and is the subject of a petition filed under Welfare and Institutions Code 300 or 602 or is a nonminor who is under the transition jurisdiction of a juvenile court, as described in Welfare and Institutions Code 450, and satisfies the criteria specified in Education Code 42238.01. (Education Code 42238.01, 48853.5)

Person holding the right to make educational decisions means a responsible adult appointed by a court pursuant to Welfare and Institutions Code 361 or 726.

School of origin means the school that the foster youth attended when permanently housed or the school in which he/she was last enrolled. If the school the foster youth attended when permanently housed is different from the school in which he/she was last enrolled, or if there is ~~another~~some other school that the foster youth attended within the preceding 15 months and with which the youth is connected, the district liaison for foster youth shall determine which school is the school of origin. This determination shall be made, in consultation with and with the agreement of the foster youth and the person holding the right to make educational decisions for the youth, and shall be based on the best interests of the foster youth, ~~which school is the school of origin.~~ (Education Code 48853.5)

Best ~~interest~~interests means that, in making educational and school placement decisions for a foster youth, consideration is given to, among other factors, the proximity to the school at the time of placement, appropriateness of the educational setting, educational stability, the opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress, and the foster youth's access to academic resources, services, and extracurricular and enrichment activities that are available to all district students. (Education Code 48850, 48853; 20 USC 6311)

District Liaison

The Superintendent designates the following position as the district's liaison for foster youth: (Education Code 48853.5)

Jason Strickland
Office of Child Welfare and Attendance

P.O. Box 1067
 Hanford, CA 93232
 (559) 585-3642

(cf. 6173 - Education for Homeless Children)

The liaison for foster youth shall:

1. Ensure and facilitate the proper educational placement, enrollment in school, and checkout from school of students in foster care _ (Education Code 48853.5)
2. Ensure proper transfer of credits, records, and grades when students in foster care transfer from one school to another or from one district to another _ (Education Code 48645.5, 48853.5)

When a student in foster care is enrolling in a district school, the liaison shall contact the school last attended by the student to obtain, within two business days, all academic and other records. _ When a foster youth is transferring to a new school, the liaison shall provide the student's records to the new school within two business days of receiving the new school's request. _ (Education Code 48853.5)

(cf. 5125 - Student Records)
 (cf. 6146.3 - Reciprocity of Academic Credit)

3. When required by law, notify the foster youth's attorney and the representative of the appropriate county child welfare agency when the foster youth is undergoing any expulsion or other disciplinary proceeding, including a manifestation determination prior to a change in the foster youth's placement; when he/she is a student with a disability. _ (Education Code 48853.5, 48911, 48915.5, 48918.1)

(cf. 5144.1 - Suspension and Expulsion/Due Process)
 (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
 (cf. 6159.4 - Behavioral Interventions for Special Education Students)

4. As needed, make appropriate referrals to ensure that students in foster care receive necessary special education services and services under Section 504 of the federal Rehabilitation Act of 1973

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

5. As needed, ensure that students in foster care receive appropriate school-based services, such as counseling and health services, supplemental instruction, and after-school services

(cf. 5141.6 - School Health Services)
 (cf. 5148.2 - Before/After School Programs)
 (cf. 6164.2 - Guidance/Counseling Services)

(cf. 6172 - Gifted and Talented Student Program)
 (cf. 6174 - Education for English ~~Language~~ Learners)
 (cf. 6177 - Summer Learning Programs)
 (cf. 6179 - Supplemental Instruction)

6. Develop protocols and procedures for creating awareness for district staff, including principals, school registrars, and attendance clerks, of the requirements for the proper enrollment, placement, and transfer of foster youth

(cf. 4131 - Staff Development)
 (cf. 4231 - Staff Development)
 (cf. 4331 - Staff Development)

7. Collaborate with the county office of education, county placing agency, county child welfare agency, county probation department, juvenile court, and other appropriate agencies to help coordinate services for the district's foster youth

(cf. 1020 - Youth Services)
 (cf. 5113.1 - Chronic Absence and Truancy)

The Superintendent or designee shall regularly monitor the caseload of the liaison, as well as his/her additional duties outside of the foster youth program, to determine whether adequate time and resources are available to meet the needs of foster youth in the district.

Enrollment

A student placed in a licensed children's institution or foster family home within the district shall attend programs operated by the district unless one of the following circumstances applies: _
 (Education Code 48853, 48853.5)

1. The student has an individualized education program requiring placement in a nonpublic, nonsectarian school or agency or in another local educational agency.

(cf. 6159 - Individualized Education Program)
 (cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)

2. The parent/guardian or other person holding the right to make educational decisions for the student determines that it is in the best interest of the student to be placed in another ~~educational~~ program and submits a written statement to the district indicating that determination and that he/she is aware of the following:

a. The student has a right to attend a regular public school in the least restrictive environment.

- b. The alternate ~~education~~educational program is a special education program, if applicable.
- c. The decision to unilaterally remove the student from the district school and to place him/her in an alternate education program may not be financed by the district.
- d. Any attempt to seek reimbursement for the alternate education program may be at the expense of the parent/guardian or other person holding the right to make educational decisions for the student.

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance)

(cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)

3. At the initial placement or any subsequent change in placement, the student exercises his/her right to continue in his/her school of origin, as defined above.

- a. The student may continue in the school of origin for the duration of the court's jurisdiction.
- b. If the court's jurisdiction over a grade K-8 student is terminated prior to the end of a school year, the student may continue in his/her school of origin for the remainder of the school year.
- c. If the student is transitioning between school grade levels, he/she shall be allowed to continue in the district of origin in the same attendance area to provide him/her the benefit of matriculating with his/her peers in accordance with the established feeder patterns of school districts. A student who is transitioning to a middle school or high school shall be allowed to enroll in the school designated for matriculation in another school district.

The district liaison may, in consultation with and with the agreement of the foster youth and the person holding the right to make educational decisions for the youth, recommend that the youth's right to attend the school of origin be waived and he/she be enrolled in any school that students living in the attendance area in which the foster youth resides are eligible to attend. All decisions shall be made in accordance with the foster youth's best interests. (Education Code 48853.5)

Prior to making any recommendation to move a foster youth from his/her school of origin, the liaison shall provide the youth and the person holding the right to make educational decisions for the youth with a written explanation of the basis for the recommendation and how the recommendation serves the youth's best interests. (Education Code 48853.5)

The role of the liaison shall be advisory with respect to placement decisions and determination of the school of origin. (Education Code 48853.5)

If the liaison, in consultation with the foster youth and the person holding the right to make educational decisions for the foster youth, agrees that the best interests of the youth would be

served by his/her transfer to a school other than the school of origin, the principal or designee of the new school shall immediately enroll the foster youth. The foster youth shall be immediately enrolled even if he/she: (Education Code 48853.5)

1. Has outstanding fees, fines, textbooks, or other items or monies due to the school last attended

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

2. Does not have clothing normally required by the school, such as school uniforms

(cf. 5132 - Dress and Grooming)

3. Is unable to produce records normally required for enrollment, such as previous academic records, proof of residency, and medical records, including, but not limited to, immunization records or other documentation

(cf. 5111.1 - District Residency)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

If the foster youth or a person ~~holding with~~ the right to make educational decisions for the foster youth disagrees with the liaison's enrollment recommendation, he/she may appeal to the Superintendent. The Superintendent shall make a determination within 30 calendar days of receipt of the appeal. Within 30 calendar days of receipt of the Superintendent's decision, the parent/guardian or foster youth may appeal that decision to the Board. The Board shall consider the issue at its next regularly scheduled meeting. The Board's decision shall be final.

(cf. 9320 - Meetings and Notices)

If any dispute arises regarding the request of a foster youth to remain in the school of origin, the youth has the right to remain in the school of origin pending resolution of the dispute.
(Education Code 48853.5)

Transportation

The Superintendent or designee shall collaborate with the local child welfare agency to determine how transportation will be provided, arranged, and funded in a cost-effective manner to enable foster youth to remain in their school of origin, for the duration of their time in foster care, when it is in their best interest to do so. Such transportation costs may be paid by either the child welfare agency or the district, or shared by both. (20 USC 6312)
~~The district shall not be responsible for providing transportation to and from the school of origin.~~

(cf. 3540 - Transportation)

(cf. 3541 - Transportation Routes and Services)

Effect of Absences on Grades

The grades of a student in foster care shall not be lowered for any absence from school that is due to either of the following circumstances: (Education Code 49069.5)

1. A decision by a court or placement agency to change the student's placement, in which case the student's grades shall be calculated as of the date he/she left school
2. A verified court appearance or related court-ordered activity

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

Eligibility for Extracurricular Activities

A foster youth whose residence changes pursuant to a court order or decision of a child welfare worker shall be immediately deemed to meet all residency requirements for participation in interscholastic sports or other extracurricular activities. (Education Code 48850)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

Notification and Complaints

Information regarding the educational rights of foster youth 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 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 5145.6 - Parental Notifications)

Any complaint alleging that the district has not complied with requirements regarding the education of foster youth may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. If the district finds merit in a complaint, the district shall provide a remedy to the affected student. A complainant not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE) and shall receive a written decision regarding the appeal within 60 days of CDE's receipt of the appeal. If the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 1312.3 - Uniform Complaint Procedures)

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT
approved: April 27, 2016 Hanford, California
revised:

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Jaime Martinez

DATE: March 4, 2019

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **March 13, 2019**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Certificated, effective 8/8/19

- Briana Camara, Teacher, Probationary
- Jennifer Carrillo, Teacher, Probationary
- Tyler Lourenco, Teacher, Probationary
- Ashley Pond, Teacher, Probationary
- Maribel Santiago, Teacher, Probationary
- Mario Tafolla, Teacher, Probationary
- Lina Tuon, Teacher, Permanent (rehired)

Classified

- Jamie Reyes Camargo, Food Service Worker II – 2.5 hrs., Kennedy, effective 2/25/19

Temporary Employees/Substitutes

- Heidi Brunette, Substitute Special Education Aide and Yard Supervisor, effective 1/24/19
- Jocelyn Sanchez Gomez, Substitute Yard Supervisor, effective 2/25/19; Short-term Yard Supervisor – 1.5 hrs., Hamilton, effective 2/25/19 to 4/12/19
- Kristy Kairis, Substitute READY Program Tutor, effective 5/20/19

Temporary Employees/Substitutes (cont.)

- Alberto Ordonez, Substitute Account Clerk II, Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 2/27/19
- Jennifer Paul Saylor, Short-term Yard Supervisor – 2.0 hrs., Lincoln, effective 3/18/19 to 6/7/19
- Janell Zendejas, Substitute Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 2/21/19

Yard Supervisors

- Krystal Calderon, Yard Supervisor – 1.5 hrs., King, effective 3/4/19
- Perla Leon Perez, Yard Supervisor – 1.5 hrs., King, effective 3/4/19
- Raquel Ramirez, Yard Supervisor – 2.0 hrs., Lincoln, effective 3/4/19
- Sonia Ramirez, Yard Supervisor – 3.5 hrs., Simas, effective 3/4/19

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

- Paul Meza, 8th Grade Boys Baseball Coach, Kennedy, effective 2/28/19 to 5/15/19
- Sara Meza, 8th Grade Boys Baseball Coach, Kennedy, effective 2/25/19 to 5/15/19
- Bradley Smith, 8th Grade Boys Baseball Coach, Wilson, effective 2/25/19 to 5/15/19
- Brianna Stokes, 7th Grade Girls Softball Coach, Wilson, effective 2/21/19 to 5/15/19

c. Resignations

- Yesenia Caro, Substitute Yard Supervisor, effective 2/28/19
- Christopher Costello, Jr., Teacher, Lincoln, effective 6/7/19
- Jaqueline Gonzales, Teacher, Richmond, effective 6/7/19
- Elizabeth Hovis, Teacher, King, effective 6/7/19
- Kristy Kairis, READY Program Tutor – 4.5 hrs., Simas, effective 5/17/19
- Allen Manes, Teacher, Simas, effective 6/7/19
- Jesus Rodriguez, Teacher, Jefferson Charter Academy, effective 6/7/19
- Maribel Santiago, Special Education Aide – 5.0 hrs., Simas, effective 6/7/19
- Brittany Young, Teacher, King, effective 6/7/19

d. Retirement

- Amy Oliveira, Account Technician III – 8.0 hrs., Food Services, effective 4/12/19

e. Decrease in Hours

- Maria Munoz Gomez, Yard Supervisor, from 2.0 hrs. to 1.5 hrs., Jefferson, effective 2/25/19

f. More Hours

- Ma Carmen Solorio, Yard Supervisor, from 2.5 hrs. to 3.0 hrs., Jefferson, effective 2/25/19

g. Leave of Absence

- Mary Detlefsen, Teacher on LOA, effective 2019-20 school year, child rearing
- Lindsay Fuller, Teacher on LOA, effective 2019-20 school year, child rearing
- Amanda Little, Teacher, Washington, effective 2019-20 school year, child rearing
- Rosa Temores, Account Clerk I – 3.0 hrs., Roosevelt, effective 2/19/19 to 3/1/19, personal

h. Volunteers

<u>Name</u>	<u>School</u>
Ashlee Cisneros	Hamilton
Nicole Gomez	Hamilton
Elena Rodriguez	Hamilton
Claudia Vasquez	Hamilton
Claudia Santamaria	Jefferson
Ann Marie Perez	King
Violeta Rodriguez Ceja	King
Lorie Rodriguez	Monroe
Ying Wang	Monroe
Angeles Parra	Richmond
Maria Lombera	Roosevelt
Jacqueline Castillo	Simas
Zenalynn Desamito	Simas
Denise Gonzalez	Simas
Sara Shaie	Simas
Michelle Schoettgen	Washington
Michaela Vera	Wilson
Ruth Rodriguez	King/Lincoln/Monroe
Emelia Arroyo	Roosevelt/Kennedy

RECOMMENDATION: Approve.