

Hanford Elementary School District
Minutes of the Special Board Meeting
November 18, 2015

Minutes of the Special Board Meeting of the Hanford Elementary School District Board of Trustees on November 18, 2015 at the District Office Board Room, 714 N. White Street, Hanford, CA.

- Call to Order** President Garner called the meeting to order at 5:30 p.m. Trustees Garcia, Hernandez, and Hill were present. Trustee Revious was absent.
- HESD Managers Present** Dr. Paul J. Terry, Superintendent, and the following administrators were present: Don Arakelian, Kristina Baldwin, Doug Carlton, Anthony Carrillo, Debra Colvard, Kenny Eggert, David Endo, Joy Gabler, David Goldsmith, Lucy Gomez, Jaime Martinez, Karen McConnell, Gerry Mulligan, Jennifer Pitkin Jill Rubalcava, and Liz Simas.
- Public Comments** None
- Board and Staff Comments** None
- Requests to Address the Board** None
- Dates to Remember** President Garner reviewed dates to remember: JR High Wrestling Tournament November 21st at 9:00 a.m.; Parent Conferences November 23rd – 24th; Thanksgiving Holiday November 26th – 27th; Regular Board Meeting December 9th at 5:30 p.m.

CONSENT ITEMS

Trustee Hernandez made a motion to take consent items "a" through "e" together. Trustee Garcia seconded; motion carried 4-0:

Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

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

Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

The items approved are as follows:

- a) Warrant listings dated 10/23/15 and 10/30/15.
- b) Minutes of Regular Board Meeting October 28, 2015.
- c) Interdistrict transfers as recommended.
- d) Donation of \$1,200 from Hamilton Parent Teacher Club for Hamilton School.
- e) Donation of dictionaries from Hanford Rotary to Richmond School.

INFORMATION ITEMS

- Facility Master Plan** School Work, Inc. is still gathering information, will present at December's meeting.
- DELAC** Lucy Gomez, Director Curriculum and Instruction, presented for information a report of the recommendation made by parents at the Districts English Learners Advisory Committee (DELAC) May 20, 2015 Meeting.
- AR 5121.1** Superintendent Terry presented for information the following revised Administrative Regulation:
- AR 5121.1 – Release of Directory Information
- AR 5145.3** Superintendent Terry presented for information the following revised Administrative Regulation:
- AR 5145.3 – Nondiscrimination/Harassment
- AR 5145.7** Superintendent Terry presented for information the following revised Administrative Regulation:
- AR 5145.7 – Sexual Harassment
- BB 9223** Superintendent Terry presented for information the following revised Board Bylaw:
- BB 9223 – Filling Vacancies

BOARD POLICIES AND ADMINISTRATION

- E-Rate Form 470** Trustee Garcia made a motion to approve Information Systems Office to file applications for Year 2016 Federal E-Rate Form 470 funding discounts for Next-Generation Firewall internet security system and Network cabling upgrades at DSF core – fiber optic cable installation. Trustee Hill seconded; motion carried 4-0:
- Garcia – Yes
 - Garner – Yes
 - Hernandez – Yes
 - Hill - Yes
- BP 4121.2** Trustee Hernandez made a motion to approve revised Board Policy 4121.2 – Certificated Substitute and Temporary Teacher Pay Rates. Trustee Garcia seconded; motion carried 4-0:
- Garcia – Yes
 - Garner – Yes
 - Hernandez – Yes
 - Hill - Yes
- BP 4351.1** Trustee Garcia made a motion to approve revised Board Policy 4351.1 – Salary Step Placement and Advancement. Trustee Hernandez seconded; motion carried 4-0:
- Garcia – Yes
 - Garner – Yes
 - Hernandez – Yes
 - Hill - Yes

CSEA Collective Bargaining Agreement Trustee Hill made a motion to approve negotiated amendments to the 2014-2017 Collective Bargaining Agreement with Classified School Employees Association (CSEA). Trustee Hernandez seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

Ron Riso, President of CSEA, gave thanks to CSEA's members and the Board.

Mangini Associates, Inc. Contract Trustee Garcia made a motion to approve consultant agreement with Mangini Associates, Inc. for architectural services for the District Central Kitchen remodel. Trustee Hill seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

Hazard Management Services, Inc. Contract Trustee Hill made a motion to approve consultant contract with Hazard Management Services, Inc. (HMS, Inc.) to perform an asbestos and lead survey prior to the remodel of District Central Kitchen. Trustee Hernandez seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill – Yes

Hazard Management Services, Inc. Contract Trustee Garcia made a motion to approve consultant contract with Hazard Management Services, Inc. (HMS, Inc.) to perform the Asbestos Hazard Emergency Response Act (AHERA) three year inspection of District facilities. Trustee Hill seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill – Yes

BP/AR 3100 Trustee Hernandez made a motion to approve revised Board Policy and Administrative Regulation 3100 – Budget. Trustee Hill seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

BP/AR 3460 Trustee Garcia made a motion to approve revised Board Policy and Administrative Regulation 3460 – Financial Reports and Accountability. Trustee Hill seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

PERSONNEL

Trustee Hill made a motion to take Personnel items "a" through "d" together. Trustee Garcia seconded; motion carried 4-0:

Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

Trustee Hill then made a motion to approve Personnel items "a" through "d". Trustee Hernandez seconded; the motion carried 4-0:

Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

Item "a" – Employment

The following items were approved:

Classified

- Emily Edwards, Health Care Assistant – 6.0 hrs., King, effective 11/9/15
- Liliana Lepe, Bilingual Health Care Assistant – 6.0 hrs., Simas, effective 11/9/15
- Christopher Martin, Groundskeeper II – 8.0 hrs., Grounds/DSF, effective 10/21/15
- Janet Pelayo, Bilingual Health Care Assistant – 6.0 hrs., Monroe, effective 11/2/15
- Sarai Rivera, READY Program Tutor – 4.5 hrs., Hamilton, effective 10/28/15
- Marlyn Sanchez-Ibarra, Bilingual Health Care Assistant – 6.0 hrs., Hamilton, effective 11/2/15

Temporary Employees/Substitutes/Yard Supervisors

- Kayla Bauer, Short-term Yard Supervisor – 1.25 hrs. (M,T,Th,F) and 1.0 hr. (W), Monroe, effective 10/21/15 to 12/11/15
- Iban Castaneda, 7-8 Boys Soccer Coach, Wilson, effective 11/9/15 to 2/9/15
- Mellissa Carpentieri, Substitute READY Program Tutor, effective 11/4/15
- Torreya Edwards, 7-8 Girls Basketball Coach, Kennedy, effective 11/9/15 to 2/9/16

Temporary Employees/Substitutes/Yard Supervisors (Cont.)

- Arely Galvan Martinez, Short-term Babysitter – 3.0 hrs. (W), King, effective 11/4/15 to 5/18/16
- Alfredo Jimenez, 7-8 Boys/Girls Wrestling Coach, Kennedy, effective 11/9/15 to 1/30/16
- Grace Perez, Yard Supervisor – 1.5 hrs., Hamilton, effective 11/30/15
- CarmenAurora Pimentel, Short-term Yard Supervisor – 1.0 hr., Monroe, effective 10/21/15 to 12/11/15
- Kaylee Purdy, Substitute READY Program Tutor, effective 10/21/15
- Rosa Sedano, Substitute Babysitter, Bilingual Clerk Typist I, Clerk Typist I, READY Program Tutor, Yard Supervisor and Translator: Oral Interpreter and Written Translator, effective 11/4/15
- Jamie Souza, Substitute Yard Supervisor, effective 10/15/15
- Vincent Uribe, 7-8 Boys/Girls Wrestling Coach, Wilson, effective 11/9/15 to 2/9/16

Short-term Employment

CERTIFICATED MANAGEMENT STAFF – Extended Learning Opportunities

- Jennifer Pitkin, Administrator, K-2 Winter Intercession Program, effective 1/4/16 through 1/8/16 (5 days)

CERTIFICATED STAFF – Extended Learning Opportunities

K-2 Winter Intercession Program 01/04/16 – 01/08/16

- Cara Cummings, Nurse – 5.5 hours per day for 2-1/2 days plus 2 hours of preparation

**Item "a" –
Employment
(Cont.)**

K-2 Winter Intercession Program 01/04/16 – 01/08/16 (Cont.)

- Christina Gonzales, Teacher – 5.5 hours per day plus 4 hours of preparation and 2 hours of training
- Ruth Hernandez, Teacher – 5.5 hours per day plus 4 hours of preparation and 2 hours of training
- Sarah Lackey, Teacher – 5.5 hours per day plus 4 hours of preparation and 2 hours of training
- Andrew Martinez, Teacher – 5.5 hours per day plus 4 hours of preparation and 2 hours of training
- Stephanie Tatro-Parks, Teacher – 5.5 hours per day plus 4 hours of preparation and 2 hours of training
- Nina Schaffer, Teacher – 5.5 hours per day plus 4 hours of preparation and 2 hours of training
- Kathleen Salyer, Nurse – 5.5 hours per day for 2-1/2 days plus 2 hours of preparation

**Item "b" – More
Hours**

- Terri Fredrick, Yard Supervisor, from 3.25 hrs. to 3.5 hrs., Washington, effective 11/2/15
- Rosemarie Rodriguez, Yard Supervisor, from 2.0 hrs. to 2.25 hrs., Washington, effective 11/2/15

**Item "c" –
Leave of Absence**

- Samantha Cortez, Yard Supervisor – 3.5 hrs., Lincoln, effective 10/12/15 to 12/15/15, medical
- Maribel Garcia, Food Service Worker I – 3.0 hrs., Monroe, effective 11/17/15 to 6/3/16, baby bonding
- Eulalia "Lolly" Olvera-Barron, Yard Supervisor – 3.5 hrs., Richmond, effective 11/2/15 to 11/30/15, medical

**Item "d" –
Volunteers**

<u>Name</u>	<u>School</u>	<u>Name</u>	<u>School</u>
Jessica Ruiz	Hamilton	Todd Fredrickson	Monroe
Sharlene Bogan	Jefferson	Mollyann Ochoa	Monroe
Adriana Castaneda	Jefferson	Cristina Solorio	Richmond
Araceli Duarte	Jefferson	Valerie Valles	Roosevelt
Joe Hinojosa	Jefferson	Cynthia Silva	Simas
Valerie Hinojosa	Jefferson	Alyssa Baez	Washington
Marlar Schmitt	Jefferson	Richard LaRue	Washington
Melinda Gonzalez	King	Sara Lassley	Washington
Minerva Lopez	King	Heather Muela	Washington
Laura Terra	King	Anita Moorman	Washington
Jessica Bateman	Lincoln	Anita Yager	Washington
Michael Hopson	Lincoln		
Joeline Luna	Lincoln		

FINANCIAL

Resolution #7-16 Trustee Garcia made a motion to approve Resolution #7-16: Revision of 2015-2016 Budget. David Endo, Chief Business Official, referred to packet regarding changes. Trustee Hernandez seconded; motion carried 4-0:

Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

Purchase Apple Products Trustee Hill made a motion to approve the purchase of Apple products from Apple Inc's piggyback bid issued by Glendale Unified School District. Trustee Hernandez seconded; motion carried 4-0:

Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

FUTURE ITEMS

Annual Organizational Meeting Trustee Hernandez made a motion to approve the Annual Organizational Meeting scheduled for December 9, 2015. Trustee Hill seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Hill - Yes

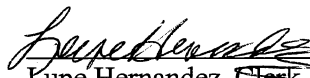
Adjournment There being no further business, President Garner adjourned the meeting at 5:50 p.m.

Respectfully submitted,

Paul J. Terry,
Secretary to the Board of Trustees

Approved:


Timothy Revious, President


Lupe Hernandez, Clerk