

Hanford Elementary School District
Minutes of the Regular Board Meeting
February 13, 2019

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on February 13, 2019 at the Community Day School, 1390 Dawn Lane, 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: Lindsey Calvillo, Doug Carlton, Kenny Eggert, David Endo, Javier Espindola, David Goldsmith, Lindsay Hastings, Rick Johnston, Jaime Martinez, Gerry Mulligan, Jennifer Pitkin, Julie Pulis, Jill Rubalcava, and Jay Strickland.
- Closed Session** Trustees immediately adjourned to closed session for the purpose of:
- Student Discipline pursuant to Education Code section 48918
 - Public Employee Discipline/Dismissal/Release (GC 54957)
 - Security (GC 54957)
- Open Session** Trustees returned to open session at 6:04 p.m.
- Case#19-08 & 19-09** Trustee Strickland moved to accept the Findings of Fact and expel Case #19-08 and #19-09 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 12, 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.
- Security** The Board unanimously decided to send a letter to the Hanford Police Department.
- Public Comments** None
- Board and Staff Comments** Kenny Eggert, Principal from CDS, thanked the Board for coming out to CDS and taking a look at what the school has going on. CDS currently has 16 students. He thanked the Board for allowing them to get planting boxes. He stated the students built them themselves. He believes it's a project and learning base opportunity that will have a great effect on the kids in the long run.
- Requests to Address the Board** None

Dates to Remember President Revious reviewed dates to remember: February 18th – Holiday; February 21st – School Board Appreciation Dinner; February 22nd – 4-6 All Star Hoops Games at Woodrow Wilson; February 27th – Regular Board Meeting.

CONSENT ITEMS

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

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

The items approved are as follows:

- a) Warrant listings dated January 18, 2019; January 25, 2019 and February 1, 2019.
- b) Minutes of Regular Board Meeting held on January 23, 2019.
- c) Interdistrict transfers as recommended.
- d) Donation of \$209.70 from Boxtops 4 Education.
- e) Donation of \$2,600.00 from Washington Parent Teacher Club.
- f) Donation of two wooden/metal benches (value of \$150.00) from California Substance Abuse Treatment Facility.
- g) Donation of \$250.00 from Wonderful Giving.
- h) Donation of dictionaries from Rotary Club to 3rd graders at Roosevelt.
- i) Donation of \$119.00 from Boxtops 4 Education.
- j) Donation of \$300.00 from Mr. Michael Eschete.
- k) Donation of \$500.00 from Wonderful Giving.
- l) Donation of \$600.00 from Hanford Pieology.

President Revious acknowledge and thanked all donors.

INFORMATION ITEMS

Notice of Completion-MLK Gerry Mulligan, Director of Facilities & Operations, presented for information the Notice of Completion for the classroom wing addition and relocatable buildings at Martin Luther King School.

Trustee Garcia stated the crew was very consistent and worked hard every day.

Financial Report 7/01/18-01/31/19 David Endo, Chief Business Official, presented for information the monthly financial reports for the period of 7/01/2018-01/31/2019.

**District
Safeguards**

David Endo, Chief Business Official, presented for information a PowerPoint presentation regarding Internal Controls. The PowerPoint highlighted the definition of Internal Controls, the audit of internal controls, explained HESD Manual of Administrative Procedures (MAP). It also reviewed accounts payable guidelines, purchase order requirements, reimbursements without purchase orders and payroll processing was discussed.

Trustee Garner asked if HESD has a sunshine account. David stated the District does not but the schools have Parent Teacher Clubs. These are monitored and audited by the fiscal department. Trustee Garner asked if there is petty cash at the school sites. David stated no. Garner asked about overtime approvals and if it happens upfront. David stated everything that is foreseen is approved ahead of time but some things are unforeseen.

**Lincoln Solar
Project & Chiller
at MLK**

David Endo, Chief Business Official, presented for information the potential solar project at Lincoln Elementary and a chiller at Martin Luther King Elementary. David stated with the Prop 39 funds a chiller was replaced at Washington but there was no money left to replace the one at MLK. If the chiller project gets combined with the solar project at Lincoln, the District can save money. David and Gerry Mulligan did look at other companies but going with IES will save the District time and money. At the next scheduled Board meeting a representative from IES will be present to answer any question the Board may have.

Trustee Garcia asked how many chillers are left for the District. David stated Martin Luther King School and Woodrow Wilson School.

President Revious asked if the solar project agreement has a maintenance agreement. David stated yes.

Trustee Strickland asked where the money is coming from. David stated the chiller project will come out of the maintenance budget and the solar project out of unrestricted general funds. Strickland asked if the District has an operating budget to cover the cost. David stated yes.

BOARD POLICIES AND ADMINISTRATION

Resolution #13-19 Trustee Garner made a motion to adopt Resolution #13-19: Regarding Absent Board Member Compensation. Trustee Strickland seconded; motion carried 4-0:

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

**Plan of Work
with TCOE &
Jefferson**

Trustee Strickland made a motion to approve the Plan of Work with Tulare County Office of Education to provide training for Jefferson Academy teachers. Trustee Garner seconded; motion carried 5-0:

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

**MOU with
Family
HealthCare
Network**

Trustee Garcia made a motion to approve the Memorandum of Understanding with the Family HealthCare Network to provide health care to District's students. Trustee Hernandez seconded; motion carried 5-0:

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

**Forensic
Analytical**

Trustee Strickland made a motion to approve the agreement with Forensic Analytical for environmental consulting services. Trustee Hernandez seconded; motion carried 5-0:

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

**Bids for Lincoln
Kinder Wing**

Trustee Garcia made a motion to approve the soliciting of bids for the Lincoln Kindergarten wing addition project. Trustee Hernandez seconded; motion carried 5-0:

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

PERSONNEL

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

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

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

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

**Item "a" –
Employment**

The following items were approved:
Classified

- Chelsie Grabow, Licensed Vocational Nurse – 6.0 hrs., Kennedy, effective 1/22/19
- Kristy Kairis, READY Program Tutor – 4.5 hrs., Simas, effective 1/14/19
- Keshia Spain, READY Program Tutor – 4.5 hrs., Hamilton, effective 1/24/19

Temporary Employees/Substitutes

- Jennifer Aguirre, Short-term Yard Supervisor – 1.5 hrs., Roosevelt, effective 1/22/19 to 4/12/19
- Savannah Bruner, Short-term Yard Supervisor – 2.5 hrs., Kennedy, effective 1/22/19 to 4/12/19
- Ricardo Cuevas, Substitute Computer Maintenance Technician, effective 1/22/19
- Patricia Diaz, Folkloric Dance, Jefferson, effective 1/25/19 to 3/15/19
- Oscar Galloway, Substitute Custodian I and READY Program Tutor, effective 1/22/19
- Joseline Martinez, Substitute READY Program Tutor, Translator: Oral Interpreter & Written Translator, effective 1/14/19
- Leticia Martinez, Clerk Typist I, effective 1/14/19
- Ericka Navarrete Navarro, Substitute Translator: Oral Interpreter and Written Translator, effective 1/31/19
- Eddie Parra, Substitute Custodian I, effective 1/22/19
- Melonie Thomas, Short-term Special Circumstance Aide – 5.75 hrs., Monroe, effective 2/6/19 to 3/15/19
- Earlisha White, Short-term Yard Supervisor – 2.0 hrs., Roosevelt, effective 1/14/19 to 4/12/19 (revised)

***Item "b" –
Temporary
Athletic Team
Coaches***

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

- Ashley Karasti, Wrestling Coach, Wilson, effective 1/18/19 to 2/16/19

***Item "c" –
Resignations***

- Garrett Bazzle, Substitute Custodian I and Yard Supervisor, effective 12/14/18
- Laura Gai, Teacher, Roosevelt, effective 6/7/19
- Allysa Null, Food Service Worker II – 3.0 hrs., Wilson, effective 2/8/19
- Dylan Stewart, Yard Supervisor – 2.0 hrs., Washington, effective 1/31/19
- Alexis Villa, Yard Supervisor – 3.0 hrs., Roosevelt, effective 1/14/19

***Item "d" –
Retirement***

- Alison Morton, Teacher, Roosevelt, effective 6/7/19

***Item "e" – More
Hours***

- Sylvia Reyna, Yard Supervisor, from 2.5 hrs. to 3.5 hrs., Roosevelt, effective 1/28/19

***Item "f" – More
Hours/Transfer***

- Paige Trevino, Food Service Worker II, from 2.5 hrs., Kennedy to 3.0 hrs., Wilson, effective 2/12/19

***Item "g" –
Promotion/More
Hours/Transfer***

- Amanda Leyva, from READY Program Tutor – 4.5 hrs., Hamilton to Media Services Aide – 5.5 hrs., Roosevelt, effective 1/22/19

***Item "h" –
Voluntary
Decrease in
Hours***

- Christina Jenkins, Yard Supervisor, from 3.5 hrs. to 1.5 hrs., Monroe, effective 1/22/19

**Item "i" –
Voluntary
Demotion/Decrease in
Hours/Transfer**

- Veronica Grever, from Food Service Utility Worker – 3.5 hrs., Food Services to Account Clerk I – 3.0 hrs., Jefferson, effective 1/22/19

**Item "j" – Job
Descriptions**

- Custodian I/II, District Kitchen Addendum (revised)
- READY Program Tutor (revised)

**Item "k" –
Volunteers**

<u>Name</u>	<u>School</u>
Sheila Crain	Hamilton
Lina Tuon	Hamilton
Teresa Canchola	Jefferson
Blanca Chavez-Arredondo	Jefferson
Mary Farr	Jefferson
Rito Moreno	King
Alma Reyes	King
Nkauj Xiong	Lincoln
Demi Balbina	Monroe
Emily Berrett	Monroe
Samantha Whaley	Monroe
Jamie Johnson	Roosevelt
Sarafina Domez	Simas
Candra Escobar	Simas
Eva Osuna	Simas
Felix Valdez	Simas
Tiffany Cantu (HESD Employee)	Washington

FINANCIAL

**Kings County
Treasurer's
Quarterly
Compliance
Report**

Trustee Strickland made a motion to approve the Kings County Treasurer's Quarterly Compliance Report. Trustee Garcia seconded; motion carried 5-0:

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

**Vavrinek, Trine,
Day & Co. Audit**

Trustee Strickland made a motion to approve the contract with Vavrinek, Trine, Day & Co. for audit services. Trustee Garner seconded; motion carried 5-0:

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

**Resolution #14-
19**

Trustee Strickland made a motion to adopt Resolution #14-19: The issuance of Hanford Elementary School District (Kings County, California) Election of 2016 General Obligation Bonds, Series B, and actions related thereto. Trustee Hernandez 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 6:50 p.m.

Respectfully submitted,

Joy C. Gabler,
Secretary to the Board of Trustees

Approved:



Timothy Revious, President



Greg Strickland, Clerk

