

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, August 26, 2020
HESD District Office Board Room
714 N. White Street, Hanford, CA

In accordance with Governor Newsom's Executive Order N-29-20 Paragraph 3, the HESD Board Meeting will have teleconferencing and video conferencing available.

For members of the public interested in remotely viewing the HESD Board Meeting please visit the following link to access the live video stream:

<https://www.hanfordesd.org/hesdtv>

Individuals who wish to address the Board may do so by

- Submitting an email to public-comment@hanfordesd.org
- Leaving a voice message by calling 559-585-3604 (voice message will be transcribed).

Please include your name, agenda item number or subject matter being addressed, along with a 250-word description of the subject matter being addressed.

Voice message public comments must be received no later than 3:30 p.m. on the day of the meeting in order to be part of the record for the Board's information and/or discussion.

Public comments submitted by e-mail or voice message will be included in the minutes.

Please note that consistent with Board Bylaw 9323, any statements submitted for public comment that are inappropriate in nature, including, but not limited to statements that are obscene, threatening or substantially disruptive to school operations, will either be redacted, or will not be posted.

OPEN SESSION

5:30 p.m.

- Call to Order
- Members Present
- Pledge to the Flag

CLOSED SESSION

- **Personnel** (*Pursuant to Government Code 54956.9, Trustees will adjourn to Closed Session to discuss the items listed below. The items to be discussed shall be announced in accordance with Government Code Section 54954.5 and/or under Education Code Provisions*)
 - **Conference with Labor Negotiators** (GC 54957.6)
 - Agency Representatives: J. Gabler & J. Martinez
 - Employee Organization: CSEA

OPEN SESSION

6:00 p.m.

Take action on closed session items

6:00 P.M. **PUBLIC HEARING:** Resolution to Authorize Inter-fund Loans for Cash Flow Purposes

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 August 7, 2020 and August 14, 2020.
- b) Approve minutes of the Regular Meeting held on August 12, 2020.
- c) Approve interdistrict transfers as recommended.

3. INFORMATION ITEMS

- a) Receive for information the Notice of Completion for the Wilson Re-Roof Project (Mulligan)
- b) Receive for information the following new Board Policy: (Gabler)
 - BP 0470(a) – COVID-19 Mitigation Plan

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of Resolution #7-21: Reopening Actions for the 2020-2021 School Year (Gabler)
- b) Consider approval of the Memorandum of Understanding with Big Brothers/Big Sisters of Central California (McConnell)
- c) Consider approval to award to Todd Companies for the New Parking Lot at Monroe Project (Mulligan)

5. PERSONNEL (Martinez)

- a) Employment

Classified

- Kristin Brieno, READY Program Tutor – 4.5, King, effective 8/7/20
- Brittnee Barnes, Account Technician III, Payroll – 8.0 hrs., Fiscal Services, effective 8/17/20
- Marcelina Espino, Special Circumstance Aide – 5.75, King, effective 8/13/20

Temporary Employees/Substitutes

- Jeanette Valdez, Substitute Custodian II, effective 8/11/20
- Oscar Barron, Short-term Licensed Vocational Nurse – 6.0 hrs., Kennedy, effective 8/7/20 to 9/18/20
- James Camacho, Short-term Licensed Vocational Nurse – 6.0 hrs., Lincoln, effective 8/10/20 to 9/18/20

Temporary Employees/Substitutes (Cont.)

- Silvia Foreman, Short-term Special Circumstance Aide – 4.75 hrs., Kennedy, effective 8/13/20 to 9/25/20
- b) Resignations
 - Angela Byars, Special Circumstance Aide – 5.75 hrs., King, effective 6/5/20
 - Sonya Estrada, READY Program Tutor – 4.5 hrs., King, effective 6/5/20
 - Stephanie Faris, Substitute READY Program Tutor, effective 6/5/20
 - Melissa Rodriguez, READY Program Tutor – 4.5 hrs., King, effective 6/5/20
 - Jose Rojas, READY Program Tutor – 4.5 hrs., Monroe, effective 6/5/20
 - Sarahi Vazquez, Yard Supervisor – 3.25 hrs., Lincoln, effective 6/5/20
 - Shirley Smith, Yard Supervisor – 3.5 hrs., Lincoln, effective 6/5/20
- c) Retirement
 - Evelyn Renée Westmoreland, School Operations Officer – 8.0 hrs., Kennedy, effective 10/23/20 (revised date)
- d) Administrative Transfers
 - Monique Cantu, READY Program Tutor – 4.5 hrs., from Richmond to Lincoln, effective 8/7/20 (revised)
- e) Certify Employment Status of Non-Permanent Certificated Staff for 2020-21 School Year (EC 44916)
 - See attached listing

6. FINANCIAL (Endo)

- a) Consider adoption of Resolution #04-21: Authorizing Inter-Fund Loans for Cash Flow Purposes
- b) Consider approval of the legal contract for the 2020-2021 Fiscal Year
- c) Consider approval of the Kings County Treasurer's Quarterly Compliance Report
- d) Consider approval of the Kings County's Government Accounting Standard 31 Report
- e) Consider declaring items surplus

ADJOURN MEETING

PUBLIC NOTICE

Inter-fund Loans For Cash Flow Purposes

Public Hearing for the resolution to authorize inter-fund loans for cash flow purposes will be held by the Trustees of the Hanford Elementary School District on August 26, 2020, at 5:30 p.m. in the District Office Board Room at 714 N. White Street, Hanford, CA 93230.

Any taxpayer directly affected by the Hanford Elementary School District may appear before the Trustees of the Hanford Elementary School District and speak on the proposed resolution or any item therein. The resolution may be inspected by the public from August 21, 2020, 7:30 a.m. to 4:30 p.m., through August 26, 2020, 7:30 a.m. to 4:30 p.m., in the District Office at 714 N. White Street, Hanford, CA 93230.

Date to Post: August 14, 2020

Contact: David Endo

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 08/17/2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/2020

ITEM:

Consider approval of warrants.

PURPOSE:

The administration is requesting the approval of the warrants as listed on the registers dated: 08/07/20 and 08/14/20.

FISCAL IMPACT:

See attached.

RECOMMENDATIONS:

Approve the warrants.

Warrant Register For Warrants

Dated 08/07/2020

Warrant Number	Vendor Number	Vendor Name	Amount
12642314	6253	AT&T Telephone	\$108.61
12642315	1690	BATTERY SYSTEMS Transportation Supplies	\$1,077.62
12642316	6119	BLACKBOARD INC Software License	\$6,148.00
12642317	1667	CDW GOVERNMENT INC. Equipment	\$40,470.79
12642318	6964	CENTRAL VALLEY PRINT SOLUTIONS Instl Matls	\$1,405.40
12642319	304	NICK CHAMPI ENTERPRISES INC. Repairs	\$424.02
12642320	3611	CONSCIOUS TEACHING LLC Books/Instl Consultant	\$2,799.07
12642321	6625	COSCO FIRE PROTECTION Leases	\$4,556.52
12642322	405	DASSEL'S PETROLEUM INC. Fuel	\$2,120.55
12642323	7587	ECONOMOS PAINTING Repairs	\$60,030.00
12642324	7587	ECONOMOS PAINTING Repairs	\$6,670.00
12642325	7402	FINALSITE Software License	\$14,050.00
12642326	2749	GARDA CL WEST INC. Kitchen Services	\$140.19
12642327	1393	GAS COMPANY Gas	\$586.80
12642328	591	GOLD STAR FOODS Food	\$284.40
12642329	620	GRISWOLD LASALLE COBB DOWD Legal	\$654.35
12642330	3656	HANFORD AUTO & TRUCK PARTS Maint/Grounds/Transp Supplies	\$596.28
12642331	7592	HANFORD SENTINEL Other Services-Kitchen	\$229.00
12642332	632	CITY OF HANFORD Water/Sewer	\$34,824.46
12642333	7602	HOLQUIN'S SCREENPRINTING Instl Matls	\$375.38
12642334	2427	HOME DEPOT CREDIT SERVICES Buildings & Improvements	\$1,424.01
12642335	2188	THE HOME DEPOT PRO Warehouse	\$3,686.73
12642336	2528	INDUSTRIAL PLUMBING SUPPLY Maint Supplies	\$680.14
12642337	7056	JH TACKETT MARKETING Instl Matls	\$15,513.65
12642338	7457	KG COMMUNICATIONS INC. Transportation Services	\$1,178.44
12642339	3760	KINGS COUNTY AIR Repairs	\$743.00
12642340	838	LAWRENCE TRACTOR COMPANY Grounds Supplies	\$1,755.08
12642341	912	MANGINI ASSOCIATES INC. Land Improvements	\$3,087.16
12642342	961	ME-N-ED'S PIZZA PARLOR Staff Luncheon	\$250.05
12642343	977	ORAL E. MICHAM INC. Buildings & Improvements	\$363,051.62
12642344	5793	NORTH STAR PHOTOGRAPHY Office Matls	\$2,395.50
12642345	7595	OTICON INC Medical Supplies	\$85.08
12642346	5111	P & R PAPER SUPPLY COMPANY INC Kitchen Supplies	\$504.10
12642347	7203	PARADIGM HEALTHCARE SERVICES LLC. Other Services	\$413.26
12642348	6633	PARK PLANET NSP3 Buildings & Improvements	\$126,255.49
12642349	5764	QUINN COMPANY Transportation Supplies	\$211.57
12642350	7287	RAMOS MOBILE DETAILING Repairs	\$4,235.00
12642351	7415	SAN MATEO-FOSTER CITY Food	\$830.73
12642352	1318	SCHOLASTIC PROFESSIONAL BOOKS Books	\$6,622.49
12642353	1326	SCHOOL SERVICES OF CALIF. INC. Travel & Conference	\$275.00
12642354	1356	SILVAS OIL COMPANY INC. Fuel	\$962.50
12642355	1392	SOUTHERN CALIFORNIA EDISON CO. Electricity	\$43,667.30
12642356	4381	STAPLES - BUSINESS ADVANTAGE Office Supplies	\$531.11
12642357	7092	SUNCREST BANK Buildings & Improvements	\$19,108.03
12642358	1444	SYSCO FOODSERVICES OF MODESTO Food/Kitchen Supplies	\$13,040.97
12642359	6823	TCG GROUP HOLDINGS Other Services	\$254.00
12642360	4114	TULARE COUNTY OFFICE OF EDUCATION Inst'l Consultant	\$3,000.00
12642361	1506	TWB INSPECTIONS Buildings & Improvements	\$9,000.00

**Warrant Register For Warrants
Dated 08/07/2020**

Warrant Number	Vendor Number	Vendor Name	Amount
12642362	1508	U.S. POSTAL SERVICE (CMRS-POP) Postage	\$5,000.00
12642363	1521	UNITED REFRIGERATION INC. Maint Supplies	\$1,707.80
12642364	3154	UPS Postage	\$25.81
12642365	7603	JEANNETTE VALDEZ Other Services	\$30.00
12642366	2653	VALLEY OXYGEN Maint Supplies	\$602.53
12642367	6943	WEST VALLEY SUPPLY Grounds Supplies	\$517.32
12642368	2405	WPS READY Supplies	\$342.13
12642369	6435	ZOHO CORP Software License	\$1,295.10

Total Amount of All Warrants:**\$809,834.14**

Credit Card Register For Payments
Dated 08/07/2020

Document Number	Vendor Number	Vendor Name	Amount
14029035	2	A-Z BUS SALES INC Transportation Supplies	\$158.12
14029036	176	BSN SPORTS Equipment Replacement	\$7,692.28
14029037	509	EWING IRRIGATION PRODUCTS Grounds Supplies	\$2,523.64
14029038	3336	HOBART CORPORATION Kitchen Repairs	\$2,309.00
14029039	710	HORIZON SOFTWARE INTERNATIONAL Kitchen Services	\$934.50
14029040	1466	TERMINIX INTERNATIONAL Pest Control	\$40.00
Total Amount of All Credit Card Payments:			\$13,657.54

Warrant Register For Warrants

Dated 08/14/2020

Warrant Number	Vendor Number	Vendor Name	Amount
12642724	130	ALL WAYS MOVING Buildings & Improvements	\$6,480.00
12642725	4566	ALLIED STORAGE CONTAINERS Rentals	\$273.49
12642726	6431	AMAZON.COM Instl Matls/Warehouse/Office Supplies	\$6,990.66
12642727	59	AMERIPRIDE UNIFORM SERVICES Laundry/Mop/Mat Service	\$1,995.69
12642728	6253	AT&T Telephone	\$2,218.04
12642729	4911	CALIFORNIA DEPT. OF EDUCATION Interest	\$4,460.24
12642730	5908	CALIFORNIANS DEDICATED TO Conference	\$340.00
12642731	1667	CDW GOVERNMENT INC. Equipment	\$258,278.25
12642732	392	CUMMINS PACIFIC LLC Repairs	\$1,135.42
12642733	4512	DIV. OF STATE ARCHITECT Land Improvements	\$107.50
12642734	7571	DOCUSIGN INC. Software License	\$11,730.00
12642735	3682	FASTENAL Maintenance Supplies	\$18.05
12642736	3643	FERGUSON ENTERPRISES LLC #686 Custodial Safety Matls	\$930.12
12642737	542	THE FRESNO BEE Other Services	\$875.00
12642738	7375	MAYRA GARCIA Other Services	\$75.00
12642739	1393	GAS COMPANY Gas	\$80.39
12642740	5975	VANESSA GOMEZ Allowance	\$183.15
12642741	7592	HANFORD SENTINEL Other Services	\$665.46
12642742	701	HOFMAN'S NURSERY Grounds Matls	\$99.74
12642743	2188	THE HOME DEPOT PRO Custodial Supplies	\$4,920.46
12642744	711	THE HORN SHOP Band Repairs	\$7,290.19
12642745	7056	JH TACKETT MARKETING Office Supplies/Instl Matls	\$1,125.36
12642746	5290	KEENAN & ASSOCIATES Other Services	\$1,500.00
12642747	5990	KELLER FORD Maint/Grounds Supplies	\$823.03
12642748	7596	KHAN ACADEMY INC. Software License	\$19,360.00
12642749	796	KINGS COUNTY OFFICE OF ED Other Services	\$79.40
12642750	808	KINGS WASTE & RECYCLING Garbage	\$255.95
12642751	808	KINGS WASTE & RECYCLING Garbage	\$494.00
12642752	986	LAWNMOWER MAN Grounds Matls	\$308.01
12642753	7260	LOWE'S PRO SERVICES Maint/Grounds/Transp Matls	\$1,796.84
12642754	912	MANGINI ASSOCIATES INC. Buildings & Improvements	\$301.40
12642755	6965	MYSTERY SCIENCE INC. Software License	\$1,249.00
12642756	3716	NELSON'S PAINTING INC. Repairs	\$13,545.00
12642757	6693	NEWSELA Software License	\$39,100.00
12642758	1151	PRECISION PLASTICS Safety Matls	\$3,779.13
12642759	1188	QUILL LLC Warehouse	\$4,029.85
12642760	1227	RENAISSANCE LEARNING INC. Software License	\$9,220.00
12642761	5904	CRUZ SANCHEZ-LEAL Office Supplies/Instl Matls	\$1,439.21
12642762	7590	SCHOOLHOUSE EDUCATIONAL SERVICES INC Psych Matls	\$326.66
12642763	7292	SCREENCAST-O-MATIC Software License	\$390.00
12642764	7601	SEESAW LEARNING INC Software License	\$12,540.00
12642765	3131	SHERWIN-WILLIAMS CO Maint Supplies	\$929.32
12642766	3743	SHRED-IT USA – FRESNO Shred Services	\$195.25
12642767	1392	SOUTHERN CALIFORNIA EDISON CO. Electricity	\$39,266.68
12642768	2031	SOUTHWEST SCH & OFFICE SUPPLY Warehouse	\$5,295.27
12642769	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$44,598.40
12642770	7600	T.P. THOMAS PLUMBING INC Repairs	\$4,840.00
12642771	6944	TETER LLP Buildings & Improvements	\$13,346.84

**Warrant Register For Warrants
Dated 08/14/2020**

Warrant Number	Vendor Number	Vendor Name	Amount
12642772	1506	TWB INSPECTIONS Repairs	\$2,625.00
12642773	3154	UPS Postage	\$338.55
12642774	1603	WESTERN BUILDING MATERIALS Buildings & Improvements	\$27,280.00
Total Amount of All Warrants:			\$559,525.00

**Credit Card Register For Payments
Dated 08/14/2020**

Document Number	Vendor Number	Vendor Name	Amount
14029070	4876	BRAIN POP Software License	\$2,950.00
14029071	415	DELRAY TIRE & RETREADING INC. Repairs	\$525.00
14029072	831	LAKESHORE LEARNING MATERIALS Instl Matls	\$707.64
14029073	4276	LEARNING A-Z Software License	\$43,764.00
14029074	1802	MEDALLION SUPPLY Maint Matls	\$456.89
14029075	1002	MORGAN & SLATES INC. Maint/Grounds Matls	\$111.89
14029076	5391	STARFALL EDUCATION Software License	\$540.00
14029077	1466	TERMINIX INTERNATIONAL Pest Control	\$432.00

Total Amount of All Credit Card Payments:**\$49,487.42**

Hanford Elementary School District
Minutes of the Regular Board Meeting
August 12, 2020

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on August 12, 2020 at the District Office Board Room, 714 N. White Street, Hanford, CA.

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

HESD Managers Present Joy C. Gabler, Superintendent, and the following administrators were present: David Endo, Jaime Martinez, Karen McConnell, Jill Rubalcava and Jay Strickland.

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

- Conference with Labor Negotiators (GC 54957.6)

Open Session Trustees returned to open session at 6:15 p.m.

Labor Negotiations No action was taken by the Board in Closed Session.

Public Comments None

Board and Staff Comments Trustee Garcia congratulated Trustee Strickland and Trustee Revious for getting reelected and running unopposed. He expressed to Trustee Strickland he is doing a great job as President of the Board.

Superintendent Gabler gave a brief summary for the upcoming school year that is starting via distance learning. She stated Back to School night will be in a virtual platform on August 27th. She is confident HESD will provide a high-quality distance learning experience for our students. Meals will start with first day of school and will be provided two times a week. Meals are only for HESD students. She gave a shout-out to Jill and her team, the Tech Team and the Admin Teams and MSAs at the school sites as they did a tremendous job preparing devices and for students. All our students have received a device and Jill and her team have created resources, how-to videos, and other helpful information that is available on the HESD website. She also added the State has released a waiver for in class teaching, but our County is not eligible because of where we stand on the number of COVID cases. As of August 9th, Kings County remains on the watch list.

Requests to Address the Board Trustee Strickland thanked the District for all their great work.
 None

Dates to Remember

President Strickland reviewed dates to remember: First Day of School – August 13th; Regular Board Meeting – August 26th.

CONSENT ITEMS

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

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

Trustee Revious then made a motion to approve consent items "a" through "c". Trustee Garcia 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 July 13, 2020; July 17, 2020; July 24, 2020; July 29, 2020 and July 31, 2020.
- b) Minutes of the Regular Meeting held on July 22, 2020.
- c) Interdistrict transfers as recommended.

INFORMATION ITEMS

Monthly Financial Report 7/1/20-7/31/20

David Endo, Chief Business Official, presented for information the Monthly Financial Reports for the period of 07/01/2020 – 07/31/2020.

Williams Uniform Complaint Report

Joy Gabler, Superintendent, presented for information the 4th Quarterly Williams Uniform Complaint report. She reported there were no complaints.

BOARD POLICIES AND ADMINISTRATION

Resolution #1-21

Trustee Garcia made a motion to adopt Resolution #1-21: Conflict of Interest. Trustee Garner seconded; motion carried 5-0:

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

Consolidated Application – Categorical Aid Programs Trustee Garcia made a motion to approve the Consolidated Application for Funding Categorical Aid Programs (Summer 2020 Release). Trustee Revious seconded; motion carried 5-0:
 Garcia – Yes
 Garner – Yes
 Hernandez – Yes
 Revious – Yes
 Strickland – Yes

MOU – Big Smiles of CA Trustee Garcia made a motion to approve the Memorandum of Understanding with Big Smiles of California. Trustee Garner seconded; motion carried 5-0:
 Garcia – Yes
 Garner – Yes
 Hernandez – Yes
 Revious – Yes
 Strickland – Yes

PERSONNEL

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

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

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

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

Item “a” – Employment The following items were approved:
Classified

- Laura Terrazas, Licensed Vocational Nurse – 6.0, Washington, effective 8/7/20

Temporary Employees/Substitutes

- Jose Castellanos Lemus, Substitute Custodian I, effective 7/30/20
- Debbie Raeber, Substitute Yard Supervisor, effective 8/13/20; Short-term Yard Supervisor – 3.5 hrs., Washington, effective 8/13/20

Item “b” – Resignations

- Fernanda Mosqueda, READY Program Tutor – 4.5 hrs., Washington, effective 6/5/20

***Item "c" –
Termination***

Termination due to Failure to Respond to Annual Notification

- Lizeth Barraza Alcala, Substitute Yard Supervisor, effective 6/5/20
- Matthew Burrage, Substitute READY Program Tutor, effective 6/5/20
- Stephanie Farias, Substitute READY Program Tutor and Translator, effective 6/5/20
- Ryan Freitas, Substitute Custodian and Groundskeeper, effective 6/5/20
- Cynthia Gonzalez, Substitute Yard Supervisor, effective 6/5/20
- Roxanna Hernandez, Substitute Translator: Oral Interpreter and Written Translation, effective 6/5/20
- Reunite Mims, Substitute Yard Supervisor, effective 6/5/20
- Paola Mora Morales, Substitute Bilingual Aide and READY Program Tutor, effective 6/5/20
- Lira Nunez, Substitute Licensed Vocational Nurse, effective 6/5/20
- Melisa Rodriguez Medel, Substitute READY Program Tutor, Translator, effective 6/5/20
- Francis Sepeda, Substitute Custodian and Groundskeeper, effective 6/5/20
- Sandra Tafolla, Substitute Clerk Trainee and Educational Tutor, effective 6/5/20
- Laurie Tolbert, Substitute Clerk Trainee and Educational Tutor, effective 6/5/20
- Victor Torres, Substitute Alternative Education Aide and Bilingual Aide, effective 6/5/20

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

- Kimberly Carrera, from READY Program Tutor – 4.5 hrs., Richmond to READY Site Lead – 5.0 hrs., Hamilton, effective 8/7/20

***Item "e" –
Administrative
Transfers***

- Valerie Esparza-Lopez, READY Program Tutor – 4.5 hrs., from Lincoln to Jefferson, effective 8/7/20
- Dana Parry, READY Program Tutor – 4.5 hrs., from Lincoln to Simas, effective 8/7/20
- Michelle Banuelos, READY Program Tutor – 4.5 hrs., from Monroe to King, effective 8/7/20
- Nancy Acosta, READY Program Tutor – 4.5 hrs., from Roosevelt to Simas, effective 8/7/20
- Monique Acosta, READY Program Tutor – 4.5 hrs., from Richmond to Lincoln, effective 8/7/20
- Claudia Vega Valtierra, Bilingual Clerk Typist II – 5.0 hrs., from Roosevelt to Monroe, effective 7/28/20
- Elizabeth McGrath, READY Program Tutor – 4.5 hrs., from King to Richmond, effective 8/7/20
- Gabriella Raeber, READY Program Tutor – 4.5 hrs., from Simas to Lincoln, effective 8/7/20

***Item "f" –
Certificated
Transfers/Reas***

**Certificated Transfers/Reassignments/Reinstatements, effective 8/8/19
Involuntary Transfers**

- Gina Carinalli-Barnes, from Hamilton 5th Grade to Richmond 4th Grade
- Jacquelyn Doyel, from Washington 6th Grade to Kennedy 8th Math/Science

signments/Rein statements

- Monica Garcia, from Hamilton 2nd Grade to Hamilton 6th Grade
- Ruth Hernandez, from Lincoln 3rd Grade to Lincoln 2nd Grade
- Bailey Jeffus, from Monroe 3rd Grade to Monroe 1st Grade
- Megan Munro, from Simas 6th Grade to Wilson 7th Math/Science
- Mariah Romero, from Simas 1st Grade to Simas 6th Grade
- Shannon Shuklian, from Richmond 2nd Grade to Simas 2nd Grade
- Mario Tafolla, from Lincoln 1st Grade to Monroe Kindergarten

Reinstatements

- Gabriel de Leon, from Washington 1st Grade to Hamilton 1st Grade
- Jennifer Fossett, from Washington TK/Kindergarten to Washington TK
- Katie Heugly, from Roosevelt TK/Kindergarten to Roosevelt TK
- Lisa Hinojos, from Lincoln TK/Kindergarten to Lincoln TK
- Tracy Ryan, from Hamilton TK/Kindergarten to Hamilton TK

Voluntary Transfers

- Heather Brasil, from Elementary PE to Kennedy PE
- Alexis Farrar, from Washington, 2nd Grade to Washington 5th Grade
- Marissa Henderson, from King 4th Grade to King 3rd Grade
- Damien Juarez, from Elementary PE to Wilson PE
- Bethaney Kuenning, from Washington 3rd Grade to Washington 2nd Grade
- Christine Luis, from Simas 6th Grade to Simas 2nd Grade
- Kayla Luis, from Elementary PE to Wilson PE
- Anastasia Prisaznik, from Richmond Kindergarten to Washington 1st Grade

Reassignment

- Julia Lofy, from Roving RSP to King RSP

Return from Leave of Absence

- Sarah Princetta, from leave of absence to Washington 3rd Grade

FINANCIAL

Resolution #02-21-Trustee Garcia made a motion to adoption of Resolution #02-21: Budget Revisions – 45 Day Update. Trustee Garner seconded; the motion carried 5-0:

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

Resolution #03-21-David Endo, Chief Business Official, introduced Chris Bristol from SitelogiQ. Chris presented a PowerPoint presentation on California Energy Commission 0% Competitive Loan Program. This is the 2nd competitive solicitation with 0% interest financing with zero fees. He shared that Parlier USD was 1 of the 7 approved from 21 applications. He believes our District has a 75% chance of getting approved. Chris also shared a slide showing the mitigating utility escalation proposed rates and potential solar projects for MLK, Monroe, and Simas. He then shared a chart showing the Districts planning cost for the next 30 years and Lincoln Elementary performance for the first 2 months showing at 102%. This Resolution is a requirement to move forward with the application. We will find out later if HESD has been accepted and if the Board would like to proceed.

Trustee Garcia made a motion to adoption of Resolution # 03-21: Allow the District to Appy for a Loan from the California Energy Commission's Energy Conservation Assistance Act (ECAA) – Education Subaccount Competitive Loan Program. Trustee Garner seconded; the motion carried 5-0:

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

Adjournment There being no further business, President Strickland adjourned the meeting at 6:43 p.m.

Respectfully submitted,

Joy C. Gabler,
 Secretary to the Board of Trustees

Approved:

 Greg Strickland, President

 Tim Revious, Clerk

No	A/D	Sch Req'd	Home Sch	Date
1-110	A	Monroe	Selma	8/17/2020
I-111	A	Richmond	Avenal	8/17/2020
I-112	A	Richmond	Visalia	8/17/2020
I-113	A	Roosevelt	Corcoran	8/17/2020
I-114	A	Hamilton	Visalia	8/17/2020
I-115	A	King	Lemoore	8/17/2020
I-116	A	Hamilton	KRH	8/17/2020
I-117	A	Hamilton	KRH	8/17/2020
I-118	A	Kennedy	KRH	8/17/2020
I-119	A	Armona	King	8/17/2020
I-120	A	Armona	Simas	8/17/2020
I-121	A	Visalia	Simas	8/17/2020
I-122	A	Visalia	Simas	8/17/2020
I-123	A	Lemoore	Simas	8/17/2020
I-124	A	Lakeside	Kennedy	8/17/2020
I-125	A	Lakeside	Kennedy	8/17/2020
I-126	A	Lakeside	Kennedy	8/17/2020
I-127	A	Armona	Hamilton	8/17/2020
I-128	A	Pioneer	Simas	8/17/2020
I-129	A	Lakeside	Simas	8/17/2020
I-130	A	Armona	Simas	8/17/2020
I-131	A	Lakeside	Lincoln	8/17/2020
I-132	A	Lakeside	Lincoln	8/17/2020

I-133	A	Kennedy	Armona	8/17/2020
I-134	A	Pioneer	Monroe	8/17/2020
I-135	A	Kit Carson	Hamilton	8/17/2020
I-136	A	Kit Carson	Hamilton	8/17/2020
I-137	A	Armona	King	8/17/2020
I-138	A	Pioneer	Washington	8/17/2020
I-139	A	Pioneer	Wilson	8/17/2020
I-140	A	Armona	Simas	8/17/2020
I-141	A	Kit Carson	Kennedy	8/17/2020
I-142	A	Pioneer	Simas	8/17/2020
I-143	A	Kit Carson	Hamilton	8/17/2020
I-145	A	Armona	Richmond	8/17/2020
I-146	A	Armona	Richmond	8/17/2020
I-147	A	Armona	Lincoln	8/17/2020
I-148	A	Armona	Richmond	8/17/2020
I-149	A	Pioneer	Kennedy	8/17/2020
I-150	A	Pioneer	Kennedy	8/17/2020
I-151	A	Lemoore	Roosevelt	8/17/2020
I-152	A	Kit Carson	Hamilton	8/17/2020
I-153	A	Kit Carson	Hamilton	8/17/2020
I-154	A	Armona	Roosevelt	8/17/2020
I-155	A	Tulare	Monroe	8/17/2020
I-156	A	Tulare	Monroe	8/17/2020

I-157	A	Laton	Washington	8/17/2020
I-158	A	Laton	Washington	8/17/2020
I-159	A	Pioneer	Wilson	8/17/2020
I-160	A	Pioneer	King	8/17/2020
I-161	A	Armona	Wilson	8/17/2020
I-162	A	Armona	Monroe	8/17/2020
I-163	A	Armona	Monroe	8/17/2020
I-164	A	Armona	Monroe	8/17/2020
I-165	A	Armona	Kennedy	8/17/2020
I-166	A	Armona	Washington	8/17/2020
I-167	A	Armona	Washington	8/17/2020
I-168	A	Armona	Hamilton	8/17/2020
I-169	A	Armona	Kennedy	8/17/2020
I-170	A	Visalia	Washington	8/17/2020
I-171	A	Visalia	Washington	8/17/2020

No	A/D	Sch Req'd	Home Sch	Date
O-106	A	Armona	Monroe	8/17/2020
O-107	A	Kit Carson	Wilson	8/17/2020
O-108	A	Armona	Lincoln	8/17/2020
O-109	A	Armona	Lincoln	8/17/2020
O-110	A	Armona	Lincoln	8/17/2020
O-111	A	Armona	Lincoln	8/17/2020
O-112	A	Armona	Kennedy	8/17/2020

O-113	A	Armona	Washington	8/17/2020
O-114	A	Kit Carson	Hamilton	8/17/2020
O-115	A	Liberty	Wilson	8/17/2020
O-116	A	Kit Carson	Kennedy	8/17/2020
O-117	A	Kit Carson	Kennedy	8/17/2020
O-118	A	Armona	Washington	8/17/2020
O-119	A	KRH	Monroe	8/17/2020
O-120	A	KRH	Wilson	8/17/2020
O-121	A	KRH	Monroe	8/17/2020
O-122	A	Armona	Roosevelt	8/17/2020
O-123	A	Laton	Hamilton	8/17/2020
O-123	A	Laton	Kennedy	8/17/2020

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan *GM*

DATE: August 17, 2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: August 24, 2020

ITEM:

Receive for information the Notice of Completion for the Wilson Re-Roof Project.

PURPOSE:

The Notice of Completion will be filed with the Kings County Recorder's Office.

FISCAL IMPACT:

The Notice of Completion was recorded and will be posted for 35 days allowing vendors and subcontractors to present claims for unpaid work prior to release of the 5% retainage to the General Contractor.

RECOMMENDATION:

None.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: 08/17/20

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: 08/26/20

ITEM: Receive for information the new Board Policy

- BP 0470(a) COVID-19 Mitigation Plan

PURPOSE: The new policy is intended for use during the coronavirus (COVID-19) pandemic and supersedes conflicting provisions in other district policies and administrative regulations, thereby eliminating the need to temporarily revise multiple policies. When the Governing Board determines, consistent with state and local orders from health officials, that the need for this policy no longer exists, the policy will be removed from the district's policy manual.

FISCAL IMPACT: None**RECOMMENDATIONS:** Consider for adoption at the next regular Board Meeting.

Hanford ESD **NEW POLICY**

Board Policy

Philosophy, Goals, Objectives, and Comprehensive Plans

BP 0470(a)

COVID-19 MITIGATION PLAN

The following policy establishes actions that will be taken by the district to provide a safe learning and working environment during the coronavirus (COVID-19) pandemic and shall supersede any conflicting language in existing district policies or administrative regulations until the Governing Board determines that the need for this policy no longer exists. The Board acknowledges that, due to the evolving nature of the pandemic, federal, state, and local orders impacting district operations are subject to change without notice. In the event that any federal, state, or local order may conflict with this policy, the order shall govern.

(cf. 2210 - Administrative Discretion Regarding Board Policy)

(cf. 5141.22 - Infectious Diseases)

(cf. 9310 - Board Policies)

The Board may also adopt resolutions or take other actions as needed to respond to such orders or provide further direction during the pandemic.

The Board recognizes that students and staff have the right to a safe campus that protects their physical and psychological health and well-being. School campuses shall only be open when deemed safe for in-person instruction. The Board's decision to reopen school campuses for classes, before or after school programs shall be made in consultation with state and local health officials, the county office of education, and neighboring school districts. The district shall evaluate its capacity to implement safety precautions and to conduct full or partial school operations, and shall consider student, parent/guardian, and community input.

(cf. 0400 - Comprehensive Plans)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Prior to the return to on-campus teaching and learning, the Superintendent or designee shall provide to students, parents/guardians, and staff current information about COVID-19, including its symptoms, how it is transmitted, how to prevent transmission, the current recommendations from the state and local departments of public health, and any other information and/or resources to prepare for a safe return to on-campus teaching and learning. The Superintendent or designee shall also provide information on the processes and protocols the district will follow to minimize the health risks associated with COVID-19, including, but not limited to, physically separating individuals (social distancing), limits on large gatherings, the provision of personal protective equipment (PPE) such as face coverings and gloves, and the sanitization of facilities.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 6020 - Parent Involvement)

Student Support

The Board recognizes that the consequences of the COVID-19 pandemic, including fear for one's safety, the economic crisis, the loss of school-based relationships, and disruptions in student learning, impact all students but may have a disproportionate effect on the youngest students, students with disabilities, those students most vulnerable to basic needs insecurity or child abuse and neglect, and other at-risk students.

(cf. 0415- Equity)

As school campuses reopen, staff shall provide a caring and nurturing educational environment for students. The district may provide instruction on social-emotional well-being to all students, including information on how to deal with stress and anxiety in healthy ways and the importance of emotional well-being for academic success.

(cf. 6142.8 - Comprehensive Health Education)

Staff shall pay careful attention to students' increased mental health concerns. Counseling, other support services, and/or referrals to other agencies shall be available to assist students in dealing with the social and emotional effects of COVID-19, such as stress, anxiety, depression, grief, social isolation, and post-traumatic stress disorder.

(cf. 5141.5 - Mental Health)

(cf. 5141.52 - Suicide Prevention)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

As needed, the district may provide referrals of students and families to basic needs assistance or social services and may assess students for eligibility for the free and reduced-price meal program or assistance under the McKinney-Vento Homeless Assistance Act.

(cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall ensure that staff understand their obligations as mandated reporters to report suspected child abuse or neglect, regardless of whether the student is on campus or participating in distance learning.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

The Superintendent or designee may provide information to staff and parents/guardians regarding how to provide mental health support to students.

Instruction/Schedules

The district shall offer a combination of on-campus instruction and distance learning to meet the needs of all students.

(cf. 6157 - Distance Learning)

(cf. 6158 - Independent Study)

The Superintendent or designee shall work with school principals, teachers, other staff, students, and parents/guardians to recommend to the Board a schedule of on-campus instruction for each school. If all students cannot attend on-campus instruction for the entire school day due to space limitations as a result of social distancing requirements, the Superintendent or designee shall consider arrangements for rotating groups of students, such as on a daily or weekly basis, and/or shall provide on-campus instruction to students with the greatest need for in-person supervision.

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

Priority for on-campus instruction shall be given to the lowest performing students, students with disabilities, elementary level students, students at risk of child abuse and neglect, homeless students, foster youth, and English learners. To the extent practicable, the district shall also consider the needs of essential workers, as designated in the Governor's executive orders, for child care during normal school hours.

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Learners)

For distance learning, lessons may be delivered through live video sessions, pre-recorded lectures, or other technology-based distance learning platforms and/or the district may supplement on-campus instruction with home assignments. As much as possible, distance learning shall be provided through small-group synchronous learning.

Appropriate training shall be provided to teachers and other instructional staff involved in distance learning, including training on how to use any technology or platform approved for distance learning by the school and opportunities for the sharing of best practices among instructional staff. Available training resources may also be provided to students and parents/guardians when necessary.

Evaluation of Academic Progress Following Campus Closure

Upon return to on-campus instruction following an extended campus closure, the Superintendent or designee shall evaluate the impact of the campus closure on students' academic progress. Such evaluation may:

1. Address student-specific needs arising from the transition back into on-campus instruction
2. Consider whether or not a student has experienced a regression of skills and/or lack of progress
3. If regression and/or a lack of progress is present, identify opportunities for recovery, including supplemental educational services and/or new or different support services

(cf. 6179 - Supplemental Instruction)

For students with disabilities, the evaluation of academic progress shall also be used to determine whether an additional or revised individualized education program (IEP) or

Section 504 plan is needed for the student to be academically successful when returning to on-campus instruction. The Superintendent or designee may prioritize urgent student need in scheduling initial and triennial assessments and annual IEP meetings. The Superintendent or designee shall ensure district compliance with all procedural timelines for IEPs and Section 504 plans as required, unless amended by executive order.

(cf. 6159 - Individualized Education Program)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

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

Grading

For each grading period, student progress shall be reported in accordance with BP/AR 5121 - Grades/Evaluation of Student Achievement. However, in the event that school campuses are closed for an extended period of time during any grading period, the Board may, upon recommendation by the Superintendent or designee, adopt one or more alternative grading policies which may vary by grade level or type of course. Options for such grading include, but are not limited to:

1. Assignment of final grades based on the student's grades when the campus shutdown occurred, with opportunities to increase the final grade based on progress through distance learning or other assignments and assessments
2. Assignment of pass/no pass grades for all courses
3. Grading based on students' understanding of applicable course content through assessments, projects, portfolios, or other appropriate means

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

Health Screening of Students

To the extent feasible, students shall be screened for COVID-19 symptoms upon arrival at school each day. The Superintendent or designee shall work with local health officials to determine the appropriate means of screening, which may include temperature checks with a no-touch thermometer.

If the screening indicates a fever or other COVID-19 symptoms, or if the student exhibits symptoms at any time during the school day, the student shall be placed in a supervised isolation area until the student's parent/guardian is contacted and picked up. School staff may provide the parent/guardian with referrals to school or community health centers for further testing.

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

Student Absence and Attendance

The Board recognizes that COVID-19 will continue to impact the attendance of students following the reopening of school campuses. The Superintendent or designee shall notify students and parents/guardians of expectations regarding school attendance. Such notification shall direct any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 to stay home in accordance with state and local health directives so as to curtail the spread of the disease.

Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider or the County Health Department states in writing that the student is no longer contagious. (Education Code 49451; Health and Safety Code 120230; 5 CCR 202)

Students who are identified as being in a high-risk population for serious complications from COVID-19 because of a medical condition may request assessment and accommodations under Section 504 and/or an alternative instructional method that allows the student to continue receiving instruction off campus.

When a student is absent, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted, but is not required.

(cf. 5113 - Absences and Excuses)

If a student would otherwise be required to attend on-campus instruction but is kept home by the parents/guardians due to concerns for the welfare of their child, the principal or designee shall work with the student and parent/guardian to find alternative means of instruction, which may include distance or blended learning or independent study.

(cf. 6154 - Homework/Makeup Work)

The Superintendent or designee shall maintain enrollment and student attendance data, including the participation of students in distance learning, and shall report data in accordance with state requirements.

The district employee designated as the attendance supervisor pursuant to Education Code 48240 shall track patterns of student absence throughout the district and regularly report such information to the Superintendent. When a student who is participating in distance learning repeatedly fails to check in with the teacher when required, the teacher and/or school administration shall attempt to contact the student or parent/guardian to resolve the issues leading to the absence.

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5113.11 - Attendance Supervision)

Social Distancing

In order to maintain a campus environment that allows for social distancing, the district shall assess the capacity of school facilities, including classrooms, cafeterias, multi-purpose rooms, gyms, and outdoor areas, and determine the means by which the facilities can best be

utilized considering space and time alternatives. To the extent reasonably possible, the district may:

1. Within classrooms, space desks as far apart as practicable and position them in a way that limits students facing each other
2. Stagger students in areas of high traffic, such as when students are lining up for class, or passing between classes
3. Mark six-foot boundaries in common areas, outdoor spaces, and places where students are likely to gather so that students and staff are more readily aware of and can more easily abide by social distancing requirements
4. Utilize restroom stalls and sinks in a manner that allows for social distancing, such as limiting the number of students and/or staff who may use the restroom at a time, blocking off every other stall or sink from use, and/or marking six-foot boundaries
5. Minimize the mixing of students from different classrooms in common spaces, such as in cafeterias and libraries
6. Conduct recess and physical education classes in a manner that allows for social distancing and minimizes the use of physical education equipment
7. Assess the capacity of school buses and develop a plan for transportation of students, for bus routes and bus seating consistent with social distancing objectives as practicable

(cf. 3540 - Transportation)

(cf. 3543 - Transportation Safety and Emergencies)

8. Encourage students to walk, bicycle, or travel by private vehicle to reduce the number of students traveling on school buses. Schools may provide designated areas with proper distancing for bicycles to be stored during the school day and may mark spaces for private vehicle drop-off and pick-up zones.

(cf. 5142.2 - Safe Routes to School Program)

Large gatherings, such as assemblies, rallies, field trips, extracurricular activities, and athletic events, shall be suspended until the Board determines, consistent with guidance from state and local health officials, that it is safe to resume such activities. The Superintendent or designee may grant an exception if an activity can be arranged to take place in phases or per class or modified in a manner that would keep participants from violating social distancing recommendations. When deciding whether an activity may resume, the Superintendent or designee may consider the size of the group that participates, the extent to which the students and other attendees have physical contact, whether the activity can be modified to avoid physical contact, if shared equipment is required for the activity, and if social distancing can be maintained.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

Personal Protective Equipment and Hygiene Practices

The Board encourages students, staff, and visitors to wear PPE while on school campuses or school buses, especially in high-traffic areas and/or when social distancing is not possible. If the use of PPE in schools is required by state or local health officials, the district shall provide PPE to students and staff who do not bring their own personal PPE. Students and staff shall be provided instruction in the proper use, removal, disposal, and cleaning of PPE.

Face coverings shall not be required for children younger than two years, or for anyone who has trouble breathing or is incapacitated or otherwise unable to remove the covering without assistance. Reasonable accommodations shall be made for anyone who is unable to wear a face covering for medical reasons.

The Board also encourages students and staff to practice good hygiene, such as appropriate covering of coughs and sneezes and regular hand washing of at least 20 seconds, including before eating and after blowing one's nose, coughing, or sneezing. The district shall provide adequate time and opportunity for students to wash hands and shall make hand sanitizer available in areas where handwashing is less accessible. Signage regarding healthy hygiene practices and how to stop the spread of COVID-19 may be posted in and around school facilities.

Sanitization of Facilities and Equipment

School facilities, school buses, and shared equipment such as desks, tables, sports/playground equipment, computers, door handles, light switches, and other frequently used equipment and supplies shall be cleaned and disinfected daily with appropriate cleaning agents. Disinfectants and cleaning agents shall be stored properly and, in a manner, not accessible to students.

(cf. 3510 - Green School Operations)
(cf. 3514.1 - Hazardous Substances)
(cf. 4157/4257/4357 - Employee Safety)

The Superintendent or designee shall ensure that ventilation systems are operating properly and that air flow and ventilation within district facilities is increased, to the extent possible, by opening windows and doors and using air conditioning. Garbage shall be removed daily and disposed of safely.

Food Services

The Superintendent or designee shall ensure that students have access to clean drinking water other than through a drinking fountain, and food which is procured, stored, and served in a manner that reduces the likelihood of COVID-19 transmission and follows state and national guidelines for nutrition.

(cf. 3550 - Food Service/Child Nutrition Program)

For meals that are consumed on school grounds, the Superintendent or designee shall ensure that students will be able to maintain proper social distancing while eating. In order to do so, the Superintendent or designee may consider the consumption of meals in classrooms, gyms, the outdoors, and/or other district grounds.

Meal service shall also be available to students participating in distance learning, which may include and/or entirely consist of a "grab and go" service or delivery.

Due to the changing financial circumstances of many families as a result of COVID-19, the Superintendent or designee shall regularly provide information to students and parents/guardians on the District's Community Eligibility Provision status and, if discontinued, information regarding the free and reduced-price meal program, eligibility, and how to apply for the program.

(cf. 3553 - Free and Reduced Price Meals)

Staff

Prior to reopening campuses, the Superintendent or designee shall review staff assignments and, upon request, may reassign employees to reduce exposure to the virus.

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4113 - Assignment)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

(cf. 4113.5/4213.5/4313.5 - Working Remotely)

In the event that employees are unable to perform their duties due to partial or full closure of campuses, the Board shall compensate employees as permitted by law.

(cf. 4151/4251/4351 - Employee Compensation)

Any employee who contracts the virus, shows symptoms of possible infection, or is caring for someone who has been diagnosed with the virus shall self-quarantine for the period of time recommended by health authorities in order to prevent the spread of the disease to students or other staff.

An employee may use personal illness and injury leave and/or family care and medical leave, as applicable, if the employee is unable to work because the employee is ill or needs to take care of a spouse, parent/guardian, or child with COVID-19 or other serious health condition. (Education Code 44978, 45191; Government Code 12945.1-12945.2; Labor Code 245-249; 29 USC 2601-2654)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

Until December 31, 2020, an eligible employee may take paid sick leave for up to 80 hours, or the number of hours that a part-time employee works on average over a two-week period, if the employee is unable to work because the employee is: (29 USC 2601)

1. Subject to a federal, state, or local quarantine or isolation order related to COVID-19

2. Advised by a health care provider to self-quarantine due to concerns related to COVID-19
3. Experiencing symptoms of COVID-19 and seeking a medical diagnosis
4. Caring for an individual who is subject to a federal, state, or local quarantine or isolation order or has been advised by a health care provider to self-quarantine
5. Caring for the employee's child whose school or child care provider is closed or unavailable for reasons related to COVID-19
6. Experiencing any other substantially similar condition specified by the U.S. Department of Health and Human Services

Employees shall be paid their regular rate of pay for leave taken pursuant to items #1-3 above, or two-thirds their regular rate of pay for leave taken pursuant to items #4-6 above, within the limits specified in law. (29 USC 2601)

For the purpose specified in item #5 above, eligible employees who have been employed by the district for at least 30 calendar days shall be granted extended leave for up to 12 work weeks upon request. The district shall pay not less than two-thirds of the employee's regular pay for the number of hours per week the employee normally works, with a maximum of \$200 per day and \$10,000 for the total period. Eligibility for extended leave for this purpose is subject to the employee's eligibility for leave pursuant to the Family and Medical Leave Act. (29 USC 2601, 2620)

The district shall post, in conspicuous places where employee notices are customarily posted, a notice prepared by the U.S. Department of Labor regarding the requirements of 29 USC 2601 and 2620. (29 USC 2601)

Follow-Up with Infected Persons/Contact Tracing

The Superintendent or designee shall work with county health officials to track confirmed cases of students and staff with COVID-19, including, but not limited to, following up with students, their parents/guardians, and staff who exhibit symptoms while at school and those who report an absence or miss work due to illness. The Superintendent or designee shall report confirmed cases to local health authorities.

If a student, family member of a student, or staff member has tested positive for COVID-19, the district shall assist local health officials in conducting contact-tracing to identify potentially exposed individuals and ask them to self-quarantine, which may include not participating in on-campus instruction. While maintaining the privacy of the infected person, the district shall inform other students and staff with whom the infected person may have had contact in school.

Nondiscrimination

The Board prohibits discrimination based on actual or perceived medical condition or disability status. (Government Code 11135)

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

Individual students and staff shall not be identified as being COVID-positive, nor shall students be shamed, treated differently, or denied access to a free and appropriate public education because of their COVID-19 status or medical condition. Staff shall not disclose confidential or privileged information, including the medical history or health information of students and staff. (Education Code 49450)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

The Superintendent or designee shall investigate any reports of harassment, intimidation, and bullying targeted at any student based on COVID status, exposure, or high-risk status.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

Community Relations

The Superintendent or designee shall use a variety of methods to regularly communicate with students, parents/guardians, and the community regarding district operations, school schedules, and steps the district is taking to promote the health and safety of students. In addition, the members of the Board have a responsibility as community leaders to communicate matters of public interest in a manner that is consistent with Board policies and bylaws regarding public statements.

(cf. 1100 - Communication with the Public)

(cf. 1112 - Media Relations)

(cf. 9010 - Public Statements)

The district shall continue to collaborate with local health officials and agencies, community organizations, and other stakeholders to ensure that district operations reflect current recommendations and best practices for keeping students, staff, and visitors safe during the COVID-19 state of emergency. The Superintendent or designee shall keep informed about resources and services available in the community to assist students and families in need.

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

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

While the Board recognizes the rights of parents/guardians to participate in the education of their children and the critical importance of parental involvement in the educational process, however, all visitors and volunteers will be suspended during the COVID-19 pandemic for the safety of students and staff. The Superintendent or designee may place signage around the school advising of the requirement to use PPE while on school sites and interacting with school personnel.

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

Use of school facilities by persons or organizations for community purposes involving large gatherings shall be suspended until the Board determines, consistent with guidance from state and local health officials, that it is safe to resume such activities.

(cf. 1330 - Use of School Facilities)

Potential Reclosure of Campus

The district shall monitor student and staff absences and data provided by local health officials to determine if there is a risk of resurgence of COVID-19 and a need to reclose school campuses for the protection of students, staff, and the community. The Superintendent or designee shall develop plans and procedures for alternative methods of operations to the extent possible in the event that reclosure becomes necessary.

If any person diagnosed with COVID-19 is known to have been on district premises, the Superintendent or designee shall communicate with local health officials for guidance. Cleaning and disinfecting of the room and/or site will take place. The District will remain in communication with local health officials to determine if any additional steps or actions need to take place.

If local health officials report that there has been no community transmission of COVID-19, or minimal to moderate transmission in the community, school campuses may not necessarily be closed, but the district shall continue to take all preventative measures described in this policy.

If local health officials report substantial community transmission of COVID-19, campus closures of more than two weeks may be necessary, and the Superintendent or designee shall cancel group activities and events during that period. Campuses shall not reopen until recommended by local health officials.

Legal Reference:

EDUCATION CODE

44978 Sick leave for certificated employees

45191 Leave of absence for illness and injury, classified employees

48205 Excused absences

48213 Prior parent notification of exclusion; exemption

48240 Supervisors of attendance

49451 Exemption from physical exam; exclusion from attendance

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state

12945.1-12945.2 California Family Rights Act

HEALTH AND SAFETY CODE

120230 Exclusion from attendance

LABOR CODE

245-249 Healthy Workplaces, Healthy Families Act of 2014

CODE OF REGULATIONS, TITLE 2

11087-11098 California Family Rights Act

CODE OF REGULATIONS, TITLE 5

202 Exclusion from attendance

306 Explanation of absence

420-421 *Record of verification of absence due to illness and other causes*
UNITED STATES CODE, TITLE 29
 2601-2654 *Family and Medical Leave Act of 1993, as amended, especially:*
 2601 *Paid sick leave*
 2620 *Public health emergency leave*
UNITED STATES CODE, TITLE 42
 1760 Note *National School Lunch program waivers addressing COVID-19*
CODE OF FEDERAL REGULATIONS, TITLE 29
 825.100-825.702 *Family and Medical Leave Act of 1993*

Management Resources:

CSBA PUBLICATIONS

Sample School Board Resolution on Grading During Emergency School Closures

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs for 2019 Novel Coronavirus

FAQs on Grading and Graduation Requirements

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

CDPH Guidance for the Prevention of COVID-19 Transmission for Gathering, March 16, 2020

School Guidance on Novel Coronavirus or COVID-19, March 7, 2020

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Considerations for Schools, rev. May 19, 2020

Interim Guidance for Schools and Day Camps, May 2020

Interim Guidance for Administrators of U.S. K-12 Schools and Child Care Programs to Plan, Prepare, and Respond to Coronavirus Disease 2019 (COVID-19), March 25, 2020

OFFICE OF THE GOVERNOR PUBLICATIONS

Executive Order N-30-20, March 17, 2020

Executive Order N-26-20, March 13, 2020

OFFICE OF MANAGEMENT AND BUDGET PUBLICATIONS

Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19) Due to Loss of Operations, Memorandum M-20-17, March 19, 2020

U.S. DEPARTMENT OF LABOR POSTERS

Employee Rights: Paid Sick Leave and Expanded Family and Medical Leave Under the Families First Coronavirus Response Act

WEB SITES

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

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

California Department of Public Health: <https://www.cdph.ca.gov>

Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov>

Office of the Governor: <https://www.gov.ca.gov>

Office of Management and Budget: <https://www.whitehouse.gov/omb>

U.S. Department of Labor: <https://www.dol.gov>

World Health Organization: <https://www.who.int>

Regulation: HANFORD ELEMENTARY SCHOOL DISTRICT
 approved:

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: 08/17/20

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/20

ITEM: Consider approval of Resolution #7-21 Reopening Actions for the 2020-2021 school year.

PURPOSE: Resolution #7-21 captures the key details leading to starting the 2020-2021 school year in Distance Learning. Additionally, Resolution #7-21 delegates to the Superintendent authority to take all necessary and appropriate action to respond to the COVID-19 pandemic.

FISCAL IMPACT: None

RECOMMENDATIONS: Approve

**RESOLUTION NO. 7-21
BEFORE THE GOVERNING BOARD OF THE
HANFORD ELEMENTARY SCHOOL DISTRICT
KINGS COUNTY, CALIFORNIA**

**RESOLUTION REGARDING REOPENING ACTIONS FOR
THE 2020-2021 SCHOOL YEAR IN RESPONSE TO COVID-19**

WHEREAS, both California and the United States remain in a current state of emergency resulting from the spread of COVID-19.

WHEREAS, on June 29, 2020, Governor Gavin Newsom signed Senate Bill 98 (SB 98) which contains numerous provisions in the following areas: (1) Distance Learning; (2) Special Education; (3) Layoff (Classified & Certificated); (4) Instructional Days and Minutes; (5) Charter Schools; (6) Extension of Audit-Related Deadlines; (7) Early Childhood Education; and (8) Miscellaneous Provisions

WHEREAS, on July 17, 2020, Governor Gavin Newsom released updated guidance for Schools and School-Based Programs a statewide emergency as a result of the threat of COVID-19.
(<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>)

WHEREAS, on July 17, 2020, a review of the County Data Monitoring List on the California Department of Public Health (CDPH) website indicates that Kings County does not meet the metrics established. (https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID19CountyDataTable.aspx?fbclid=IwAR3aMIEhntgS1mOSLyD6AZTVyYxUoVTgea_z0CE3Wu5SfUhSZKgcluEduQ0)

WHEREAS, on July 17, 2020, Governor Gavin Newsom directed that schools in counties on the monitoring list that do not meet the metrics established by the CDPH will provide educational services through a Distance Learning Model and shall not physically reopen until the county where the school is located has been off the State's Monitoring List for fourteen (14) consecutive days.

WHEREAS, the Governing Board recognizes that the nature of COVID-19 crisis is every-changing and that immediate responses to issues is of paramount importance to ensuring the safety and well-being of students, their families and District employees.

WHEREAS, the Superintendent presented to the Board a reopening plan that will guide the District's efforts to move toward physically reopening school as permitted by State law, public health directives and the Governor's July 17, 2020 mandate, with an emphasis on student and employee safety, while endeavoring to provide a high quality distance learning program should the schools be required to remain closed.

WHEREAS, the Governing Board remains committed to a safe learning environment for students and staff with high instructional outcomes for our students.

WHEREAS, Education Code section 35161 permits the Board to delegate to an officer or employee of the District any of the Board's powers and duties, and the Board desires to delegate to the District's Superintendent certain powers and duties, as set forth below, to address the threat of and respond to COVID-19.

NOW THEREFORE, BE IT RESOLVED by the Governing Board hereby delegates to the Superintendent authority to take all necessary and appropriate action to respond to the COVID-19 pandemic emergency, including by not limited to, any action:

1. The Board approves the temporary implementation of Distance Learning as a model to deliver instruction for student learning to begin the 2020-2021 school year. The Distance Learning model implemented will meet the requirements outlined in SB 98.
2. The Board authorizes the District Superintendent to change, modify, and adjust the implemented Distance Learning or reopening model in part or in limited fashion to address needed changes. This action may occur after consulting with federal, state, and local authorities.
3. The Board continues its authorization for the District Superintendent to take all appropriate actions to address the threat of and respond to COVID-19, including but not limited to, supporting educational opportunities for District students to the extent feasible.
4. If any provisions of this resolution shall be held invalid, such invalidity shall not affect other provisions or applications of this resolution that can be given effect without the invalid provision(s) or application, and to this end, the provisions of this resolution are declared to be severable.
6. This resolution shall be effective immediately upon its adoption and shall remain in effect until such time as schools and on-site educational programs of the District are resumed.

THE FOREGOING RESOLUTION is adopted by the Governing Board of the Hanford Elementary School District at a regular meeting of said Board held on the 26 day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Greg Strickland, President
Governing Board
Hanford Elementary School District
Kings County, California

I, the undersigned, is the Clerk of the Governing Board of the Hanford Elementary School District, County of Kings, State of California, do hereby certify that the foregoing is a true copy of the resolution adopted by said Board at a regular meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

Timothy L. Revious, Clerk
Governing Board
Hanford Elementary School District
Kings County, California

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Karen McConnell

DATE: August 13, 2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: August 26, 2020

ITEM: Memorandum of Understanding between the Big Brothers/Big Sisters of Central California and the Hanford Elementary School District.

PURPOSE: To provide children facing adversity, with strong and enduring, professionally supported, one-to-one relationships, in conjunction specifically selected high school students, that that change will change their lives and support their academic and social/emotional growth. With the mission of the mentorship program to achieve success in the lives of students.

FISCAL IMPACT: This is a grant operated program that has been funded by the aria Health through Big Brothers Big Sisters of Central California.

RECOMMENDATIONS: Approve



Memorandum of Understanding

This Memorandum of Understanding (MOU) is made and entered into with the Big Brothers Big Sisters of Central California (BBBSCC), Hanford Elementary School District (HESD) and Hanford Joint Union High School District (HJUHS). The parties have entered into this MOU for the purpose of providing children facing adversity with strong and enduring, professionally supported, one-to-one relationships that change their lives for the better, forever. The mission of the BBBSCC states, all children achieve success in life.

This agreement shall begin September 2020 and concludes August 2021. High School Bigs program will be held after school at the elementary site from 3:30pm-5:00pm every Tuesday or virtually on a virtual platform bi-monthly as scheduled by BBBS staff (see attachment I and II). Elementary students are paired with high school students from Hanford High School, Hanford West High School and/or Sierra Pacific High School. High school students will be referred to as “Big” and elementary school student will be referred to as “Little.”

Now, therefore, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the parties agree as follows:

1. HESD Scope of Responsibility.

- a. HESD will participate in this joint program with Hanford Joint Union High School District.
- b. HESD will work in conjunction with the READY afterschool program at Monroe Elementary on Tuesdays from 3:30pm-5:00pm starting September 8 of 2020 or when it is deemed safe to return to campus.
- c. HESD will refer 20 elementary students from Monroe Elementary (hereafter, referred to as “Little”) and High School (hereafter, referred to as “Big”) will refer 20 students to participate in this program.
- d. HESD agrees to provide a location at the school site for the BBBS program to operate each Tuesday on the Monroe campus.
- e. The referral for the BBBS program will be generated in collaboration by school site teachers, the school counselor, student specialist, school administration and/or parents and is vetted through the Office of Special Services. HESD agrees to refer students and understands that students must meet at least two of the following criteria:
 - i. 1st – 5th grade
 - ii. Low income families and/or household that qualifies for free or reduce lunch
 - iii. Living in a non-traditional family household (single-parent, living in foster care/grandparents/aunts/uncles, parent with a history of incarceration, etc.)
 - iv. Considered at-risk

2. Big Brothers Big Sisters of Central California Scope of Responsibility.
 - a. BBBS will serve a total of 40 students (20 elementary aged students and 20 high school aged students) in the proposed program.
 - b. BBBS is responsible for completing the volunteer enrollment process for the referred high school mentors and oversight for all operational activities including prospective Big Brothers/Big Sisters interviewing, training, matching, support and closure procedures.
 - c. BBBS shall ensure that HESD elementary students are never left, physically alone with high school students without immediate adult supervision during the scope and performance of this program.
 - d. BBBS shall ensure that private information, such as address and phone numbers of HESD elementary students, is not disclosed to high school students or others, without specific authorization of the elementary school student's parent/guardian.
 - e. The referral that is provided by BBBS will be provided to HESD.
 - f. Once the referral has been vetted by the Hanford Elementary School District Office of Special Services, the BBBS staff will determine student eligibility for the program and customized goals targeting the student's individual needs.
 - g. BBBS will oversee all operational activities including prospective Little Brothers/Little Sisters interviewing, assessing, matching, support and closure procedures.
 - h. BBBS will conduct initial match meeting between the Big and Little with a letter of invitation sent to the parent/guardian to meet their child's Big Brother/Big Sister.
 - i. BBBS will secure signed agreements for the match from the Big and Little, establishing regular meeting times.
 - j. BBBS will provide documentation to HESD demonstrating the eligibility of all its employees to be on school sites (finger print checks) and having recent TB clearance upon request.
 - k. Support Specialist, Teacher Assistant and other BBBS staff are screened, hired, trained and supervised by BBBS.
 - l. BBBS is fully responsible for the supervision and coordination of program.
 - m. BBBS will provide a t-shirt for every student, involved in the program.
 - n. End of the Year Award Ceremony Celebration (location to be determined, tentative in-person/ virtual event; contingent on district and CDC guidelines surrounding large gatherings)).

3. Service Specifications. BBBS shall provide socially and emotionally relevant support to selected students, with appropriate personnel using:
 - a. Annual Pre & Post Youth Outcome surveys and Strength of Relationship assessments.
 - b. Customized curriculum and assessments to meet the need of each student.
 - c. Complete supplies for curriculum activities for the "Little" to create and take home.

- d. Track each student's grades, attendance, tardiness, reading level, social and emotional behaviors. Monroe Elementary School will provide report cards and data as needed.
 - e. Provide all marketing materials for students and parents; activity logs for students.
 - f. Providing summer activities and contact between the 'Big' and the 'Little' over the summer break.
- 4. Compensation/Billing. Compensation for this program for the 2020-2021 year will be funded through BBBS and their business partners.
- 5. Effective Date and Duration. The MOU and the obligations hereunder shall be effective upon signatures and dates of all parties. The agreement and the scope of services under this MOU will cover all services rendered as of September 2020 and ends August 2021.
- 6. Termination of MOU for Convenience of Either Party. Any party may terminate this MOU at any time by giving to the other party thirty (30) days written notice of each termination. Termination for convenience shall be effective at 11:59 p.m., Pacific Standard Time on the intended date for termination (the "Termination Date"). The terminating party shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination.
- 7. Termination of MOU for Cause. If either party fails to perform its duties under this MOU or if either party breaches any of the material terms or provisions of the MOU, then the non-breaching party shall have the right to terminate this MOU effective immediately upon giving written notice to the breaching party. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. If the termination for cause is defective for any reason, including, but not limited to, reliance on erroneous facts concerning performance or any defect in notice thereof, then the maximum liability shall be zero as the Hanford Elementary School District and Hanford Joint Union High School District is not responsible for any payment to the Brothers Big Sisters of Central California under this agreement.
- 8. Entire Agreement and Modification. This MOU supersedes all previous agreements and constitutes the entire understanding of the parties hereto. All parties specifically acknowledge that in entering into and executing this MOU that they shall rely solely upon the provisions contained in this MOU. In the unique circumstance that BBBSCC program cannot be delivered in the traditional fashion, BBBSCC has developed a plan and curriculum to facilitate program and match meetings via online platforms.
- 9. Enforceability. If any term, covenant, condition, or provision of this MOU is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

10. Employment Status. BBBSCC and its officers, employees, or agents shall, during the entire term of the MOU, be construed to be an independent contractor and nothing in this MOU is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow LEA to exercise direction or control over the professional manner in which BBBSCC performs the services which are the subject matter of this MOU. BBBSCC understands and agrees that its employees shall not and will not be eligible for membership in for any benefits from any LEA group plan for hospital, surgical, or medical insurance, or for membership in any LEA retirement program, or for paid vacation, sick leave or other leave, with or without pay, or for any other benefit which accrues to a LEA employee.

11. Indemnification.
 - a. Each party agrees to defend, hold harmless, and indemnify the other party's (and the other party's officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses, losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including, but not limited to, personal injury, death at any time, and property damage) arising out of or made necessary by: (a) the indemnifying party's breach of the terms of this MOU, (b) the act or omission of the indemnifying party, its employees, officers, agents, and assigns in connection with the performance of this MOU, and (c) the presence of the indemnifying party, its officers, employees, agents, assigns, or invitees on the other party's premises.
 - b. In the event of any action or proceeding is brought against any party by reason of any claim or demand discussed in this section, upon notice, the indemnifying party shall defend the action or proceeding at the indemnifying party's expense, through counsel reasonably satisfactory to the other party or parties. The obligation to indemnify set forth in this section shall include reasonable attorneys' fees and investigation costs and all other reasonable costs, expenses, and liabilities from the first notice that any claim or demand is made.
 - c. The indemnifying party's obligations under this section shall apply regardless of whether the other party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage determined by an arbitrator or court of competent jurisdiction to be caused by the sole active negligence or willful misconduct of the other party, its officers, employees, trustees, or agents.
 - d. These indemnification obligations shall survive the expiration and/or termination of this MOU.

12. Confidentiality. Services provided by BBBSCC are confidential in nature. All student records, health records or other records provided to BBBSCC and their officers, agents, or employees, except as authorized by law are confidential and are not to be shared with other parties. Confidential information obtained by HESD or its officers, agents, or employees, in the course of receiving services and/or residential placements under this MOU may not be disclosed except as authorized by law or unless HESD secures prior written authorization from HESD and the parent/guardian of the child. HESD and their officers, agents, and employees, agree to obey all applicable laws and

regulation, including without limitation the provisions of the Health Information Portability and Accountability Act, the Public Health Service Act (42 U.S.C. Section 290ee-3), Title 42 of the Code of Federal Regulations, any other applicable Federal, State, or local laws, regulations, directives, or guidelines. All student records by HESD are confidential as provided for by the California Education Code and the Federal Educational Rights and Privacy Act. BBBSCC agrees to have all of its employees abide by these confidentiality laws regarding student records.

13. Third Party Rights. Nothing in this MOU shall be construed to give any rights or benefits to anyone other than BBBSCC, HESD and HJUHSD.
14. Integration. This MOU represents the entire understanding of BBBSCC, HESD and HJUHSD as to those matters contained herein and supersedes and cancels any prior oral or written understanding, promises, representations, or agreement(s) with respect to those matters covered hereunder. This MOU may not be modified or altered except in writing and signed by all the parties hereto.
15. Legal Compliance. Each party shall comply with all laws as may be applicable for the provision of services within the scope of this MOU, and within the State and Federal audit compliance requirements as set forth by the State Department of Mental Health and Federal regulations.
16. Attorney Fees. If the parties become involved in arbitration or litigation concerning this contract or the performance of this contract, the prevailing party shall be entitled to an award of reasonable costs and expenses of arbitration or litigation, including expert witness fees and attorney fees.

Big Brothers Big Sisters of Central California (BBBSCC), Hanford Elementary School District (HESD) and Hanford Joint Union High School District (HJUHS) will hold all information confidential regarding participants and release such information only with signed parental consent or in cooperation with law enforcement investigations in compliance with local and state laws and statues.

Big Brothers Big Sisters of Central California

Signature 

Diane Phakonekham
Name

Executive Director
Title

8/5/2020
Date

Hanford Elementary School District

Signature _____

Joy Gabler
Name

Superintendent, HESD
Title

Date

Hanford Joint Union High School District

Signature _____

Dr. Victor Rosa
Name

Superintendent, HJUHS
Title

Date

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Gerry Mulligan *GM*

DATE: August 17, 2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: August 24, 2020

ITEM:

Consider award to Todd Companies for the New Parking Lot at Monroe Project.

PURPOSE:

Bids were accepted until 3:00 p.m. on Monday, August 17, 2020. All eligible bids received were opened and tabulated, with Todd Companies being the lowest bidder.

FISCAL IMPACT:

Cost of the project will be \$605,700.00.

RECOMMENDATION:

Award bid as presented for the New Parking Lot at Monroe Project.

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: August 17, 2020

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **August 26, 2020**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Classified

- Kristin Brieno, READY Program Tutor – 4.5, King, effective 8/7/20
- Brittnee Barnes, Account Technician III, Payroll – 8.0 hrs., Fiscal Services, effective 8/17/20
- Marcelina Espino, Special Circumstance Aide – 5.75, King, effective 8/13/20

Temporary Employees/Substitutes

- Jeanette Valdez, Substitute Custodian II, effective 8/11/20
- Oscar Barron, Short-term Licensed Vocational Nurse – 6.0 hrs., Kennedy, effective 8/7/20 to 9/18/20
- James Camacho, Short-term Licensed Vocational Nurse – 6.0 hrs., Lincoln, effective 8/10/20 to 9/18/20
- Silvia Foreman, Short-term Special Circumstance Aide – 4.75 hrs., Kennedy, effective 8/13/20 to 9/25/20

b. Resignations

- Angela Byars, Special Circumstance Aide – 5.75 hrs., King, effective 6/5/20
- Sonya Estrada, READY Program Tutor – 4.5 hrs., King, effective 6/5/20
- Stephanie Faris, Substitute READY Program Tutor, effective 6/5/20
- Melissa Rodriguez, READY Program Tutor – 4.5 hrs., King, effective 6/5/20
- Jose Rojas, READY Program Tutor – 4.5 hrs., Monroe, effective 6/5/20
- Sarahi Vazquez, Yard Supervisor – 3.25 hrs., Lincoln, effective 6/5/20
- Shirley Smith, Yard Supervisor – 3.5 hrs., Lincoln, effective 6/5/20

c. Retirement

- Evelyn Renée Westmoreland, School Operations Officer – 8.0 hrs., Kennedy, effective 10/23/20 (revised date)

d. Administrative Transfers

- Monique Cantu, READY Program Tutor – 4.5 hrs., from Richmond to Lincoln, effective 8/7/20 (revised)

e. Certify Employment Status of Non-Permanent Certificated Staff for 2020-21 School Year (EC 44916)

- See attached listing

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT
HUMAN RESOURCES DEPARTMENT
ANNUAL BOARD CERTIFICATION:
STATUS OF NON-PERMANENT CERTIFICATED EMPLOYEES
2020-21 SCHOOL YEAR
August 26, 2020

Effective with the first paid duty day of their 2020-2021 employment contracts, the following non-permanent certificated employees shall be classified as follows:

A. TENURED

Brieno, Lucy	Special Education Teacher
Carinalli-Barnes, Gina	K-6 Teacher
Castaneda, Catherine	K-6 Teacher
Gonzales, Jessica	K-6 Teacher
Grillias, Nicholas	K-6 Teacher
Hernandez, Samantha	School Social Worker
Letson, Megan	K-6 Teacher
McCarty, Laura	K-6 Teacher
Martinez-Bedolla, Eileen	K-6 Teacher
Mercado, Audree	K-6 Teacher
Moreno, Anna	K-6 Teacher
Sewell, Amanda	K-6 Teacher
Stewart, Cory	Special Education Teacher
Stowe, Cindy	K-6 Teacher
Williamson, LeAnn	School Nurse

B. SECOND-YEAR PROBATIONARY

Carrillo, Jennifer	K-6 Teacher
Coz, Kathryn	K-6 Teacher
Donabedian, Jacob	Music/Band Teacher
Dupree, Kayla	School Nurse
Flemion, Sophie	Physical Education Teacher
Lawson, Maria	K-6 Teacher
Lastiri, Emily	K-6 Teacher
Lofy, Julia	Special Education Teacher
Luis, Kayla	Physical Education Teacher
Oliveira, Jonathan	K-6 Teacher
Pollard, Madison	K-6 Teacher
Pond, Ashley	K-6 Teacher
Ramirez, Karina	K-6 Teacher
Romero, Mariah	K-6 Teacher
Serrato, Jamee	7-8 Teacher
Snead, Claudia	K-6 Teacher
Tafolla, Mario	K-6 Teacher

C. FIRST-YEAR PROBATIONARY

Amaral, Eric	Physical Education Teacher
Baldwin, Scott	K-6 Teacher
Banuelos, Mary Ann	K-6 Teacher Intern
Britton, Joseph	K-6 Teacher Intern
Calderon, Sally	Physical Education Teacher
Clement, Kayla	Physical Education Teacher Intern
Damian, Raymond	K-6 Teacher
Eastman, Lisa	K-6 Teacher Intern
Gregory, Kayla	K-6 Teacher Intern
Hawkins, Angel	Special Education Teacher Intern
Javaux, Samantha	K-6 Teacher
Kairis, Kristy	K-6 Teacher
Keeton, Deloris (Tara)	School Nurse
King, Erin	K-6 Teacher
Mederos, Elizabeth	K-6 Teacher Intern
Rodriguez, Roxana	K-6 Teacher
Sanchez, Elizabeth	K-6 Teacher Intern
Sanchez, Victor	K-6 Teacher
Santiago, Maribel	K-6 Teacher Intern
Smith, Kyle	Physical Education Teacher
Williams Jr., Frederick	K-6 Teacher Intern
Young, Breanna	K-6 Teacher Intern

D. PROBATIONARY 0 – PROVISIONAL INTERNSHIP or SHORT-TERM STAFF PERMIT

Olson, Cecily	K-6 Teacher, Short-Term Staff Permit
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HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 08/17/2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/2020

ITEM:

PUBLIC HEARING - Consider adoption of Resolution #04-21 authorizing inter-fund loans for cash flow purposes.

PURPOSE:

The District is projected to have cash shortages on occasion throughout the year in potentially a couple different funds. This resolution will allow the District to transfer cash from other funds to make up the shortfall on a temporary basis.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Adopt Resolution #04-21 authorizing inter-fund loans for cash flow purposes.

**BEFORE THE GOVERNING BOARD OF THE
HANFORD ELEMENTARY SCHOOL DISTRICT
COUNTY OF KINGS, STATE OF CALIFORNIA**

**RESOLUTION TO AUTHORIZE INTER-FUND LOANS FOR CASH FLOW
PURPOSES**

RESOLUTION NO. 04-21

WHEREAS, the Hanford Elementary School District administers various funds; and,

WHEREAS, the school district occasionally has cash shortages in its segregated funds at the county treasury; and,

WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

THEREFORE, BE IT RESOLVED that the Governing Board of the Hanford Elementary School District authorizes the District Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the **2020-2021** school year.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of _____, seconded by _____, at a regular meeting of the Governing Board on the 26th day of August, 2020 by the following vote.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Hanford Elementary School District this 26th day of August, 2020, by the following vote:

AYES:	_____
NOES:	_____
ABSENT:	_____
ABSTAINED:	_____

I, Greg Strickland, President of Governing Board of the Hanford Elementary School District, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Education
Hanford Elementary School District

I, Tim Revious, Clerk of the Governing Board of the Hanford Elementary School District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 26th day of August, 2020, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Hanford Elementary School District Governing Board this 26th day of August, 2020.

Clerk of the Board of Education
Hanford Elementary School District

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 08/17/2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/2020

ITEM:

Consider approval of legal contract for the 2020-2021 fiscal year.

PURPOSE:

To approve the use of Griswold, LaSalle, Cobb, Dowd, & Gin LLP for legal services in the 2020-2021 school year.

FISCAL IMPACT:

The hourly rates are largely unchanged for the contract with Griswold, LaSalle, Cobb, Dowd, & Gin LLP.

RECOMMENDATIONS:

Approve the contract.

Robert M. Dowd*
 Robert W. Gin*†
 Jim D. Lee†
 Jeffrey L. Levinson*
 Raymond L. Carlson
 Ty N. Mizote*
 Michael R. Johnson*
 Mario U. Zamora*
 Andrew J. Brownson
 Jared C. Kapheim
 Megan N. Dodd
 Anthony J. Miranda
 Christina G. Di Filippo

*A Professional Corporation
 †Of Counsel

GRISWOLD LaSALLE

COBB DOWD & GIN LLP

Lyman D. Griswold
 (1914-2000)

Michael E. LaSalle
 (Retired)

Steven W. Cobb
 (1947-1993)

ATTORNEYS

A California Limited Liability Partnership including Professional Corporations

111 E. SEVENTH STREET
 HANFORD, CA 93230

Telephone: (559) 584-6656
 Facsimile: (800) 948-6085
www.griswoldlasalle.com
zamora@griswoldlasalle.com

August 12, 2020

VIA ELECTRONIC MAIL ONLY

Email: adlopez@hanford.esd.org

Adilene Lopez, Administrative Secretary
 Hanford Elementary School District

Re: Agreement for Professional Services

Dear Adilene:

Enclosed please find an Agreement for Professional Services for this year. We understand that this school year is going to be different than in the past. We are here to help the District with any needs that arise. We do offer free trainings on numerous different subjects and would be happy to provide those to the District as needed.

We look forward to assisting you this school year. If you have any questions, please do not hesitate to contact us.

Sincerely,

GRISWOLD, LaSALLE, COBB,
 DOWD & GIN, LLP

By: 
 MARIO U. ZAMORA

MUZ/kg
 Enclosure
 cc: Joy Gabler

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this ____ day of August, 2020, by and between the HANFORD ELEMENTARY SCHOOL DISTRICT (“District”) and the law firm of GRISWOLD, LaSALLE, COBB, DOWD & GIN, L.L.P. (“Attorney”). In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

District hires Attorney to represent, advise, and counsel it as its legal advisor, and to provide legal advice and representation as requested.

Attorney shall provide legal services as requested by District and keep District informed of significant developments in those matters.

District agrees to pay Attorney based upon the rate schedule attached hereto as Exhibit “A”; however, agreements for legal fees other than on an hourly basis may be made by mutual agreement.

Attorney shall send District a monthly statement for fees and costs incurred. District shall pay Attorney's statement within thirty (30) days. Attorney's statement shall state the basis for calculations (or other method of determination) of Attorney's fees and costs.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement.

HANFORD ELEMENTARY
SCHOOL DISTRICT

GRISWOLD, LaSALLE, COBB,
DOWD & GIN, L.L.P.

By: _____
Joy Gabler, Superintendent

By: _____
Robert M. Dowd

EXHIBIT "A"
PROFESSIONAL RATE SCHEDULE 2020

HOURLY PROFESSIONAL RATES:

Attorneys:	\$175.00 - \$250.00
Paralegals:	\$95.00
Legal Assistants:	\$30.00 - \$55.00

COSTS AND EXPENSES

In-office photocopying:	\$0.20/per page (black and white)
	\$0.65/per page (color)

Other costs shall be charged on an actual and necessary basis, e.g., court, process server, investigator, witness, experts, etc.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 08/17/2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/2020

ITEM:

Consider approval of the Kings County Treasurer's Quarterly Compliance Report.

PURPOSE:

Enclosed is the Kings County Investment Pool compliance report for the quarter ending 06/30/2020. The interest rate for the quarter was 1.5321%.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Approve the Kings County Treasurer's Quarterly Compliance Report.



COUNTY OF KINGS
DEPARTMENT OF FINANCE

JAMES P. ERB, CPA ▪ DIRECTOR OF FINANCE
1400 W. LACEY BLVD ▪ HANFORD, CA 93230

ACCOUNTING DIVISION
(559) 852-2455 ▪ FAX: (559) 587-9935

TAX COLLECTOR ▪ TREASURER DIVISION
TAX: (559) 852-2479 ▪ TREASURER (559) 852-2477
FAX: (559) 582-1236

DATE: August 4, 2020

TO: Treasury Depositors
Board of Supervisors
County Treasury Oversight Committee

FROM: James P. Erb, CPA, Director of Finance

SUBJECT: Quarterly Portfolio Compliance Report

Enclosed is the Kings County Treasurer's - Quarterly Compliance Report for the period April 1 – June 30, 2020. The interest rate for the quarter for funds held by the Treasury was 1.5321%.

If you have any questions on the report or the portfolio, please feel free to call Tammy Phelps, Assistant Director of Finance - Treasury, at 852-2462.

Encl. 1

Kings County Treasurer's Statement of Interest Earnings

For the Period April 1, 2020 - June 30, 2020	
POOLED INVESTMENT ACCOUNT:	
Gross Interest Earnings (on Accrual Basis)	\$1,779,914
Less: Administrative Expenses	(94,922)
Banking Expenses	(4,300)
Prior Qtr int applied to Dir Inv in error	24,886
Net Interest Earnings Apportioned	\$1,705,578
Portfolio Return of Investment:	
Average Pooled Funds Invested	\$431,941,167
Gross Yield on Investments	1.6573%
Net Yield on Investments	1.5881%
Treasury Return on Investment:	
Average Pooled Funds In Treasury	\$447,743,483
Gross Yield Pooled Treas Funds	1.5989%
Net Yield on Pooled Treasury Funds	1.5321%
DIRECT INVESTMENT ACCOUNT:	
Average Direct Funds Invested	\$4,591,970
TOTAL AVERAGE FUNDS INVESTED:	\$436,533,137

YIELD TRENDS Gross Yield History*		
Quarter	Pool	LAIF
Jun-20	1.6573%	1.3581%
Mar-20	2.0807%	2.0260%
Dec-19	2.1773%	2.2813%
Sep-19	2.1504%	2.4462%
Jun-19	2.2076%	2.5655%
Mar-19	2.1971%	2.5464%
Dec-18	1.9793%	2.3994%
Sep-18	1.8644%	2.1570%
Jun-18	1.7292%	1.9042%
Mar-18	1.4226%	1.5095%
Dec-17	1.3133%	1.2049%
Sep-17	1.2618%	1.0741%
Jun-17	1.2309%	0.9239%
Mar-17	1.1653%	0.7761%
Dec-16	1.1055%	0.6778%
Sep-16	0.9785%	0.6046%
Jun-16	1.0600%	0.5473%
Mar-16	0.8967%	0.4643%

*The yield history represents gross portfolio yields; costs have not been deducted.

Kings County Treasurer's Liquidity Projections for the Period July 1, 2020 - June 30, 2021 (In Thousands)

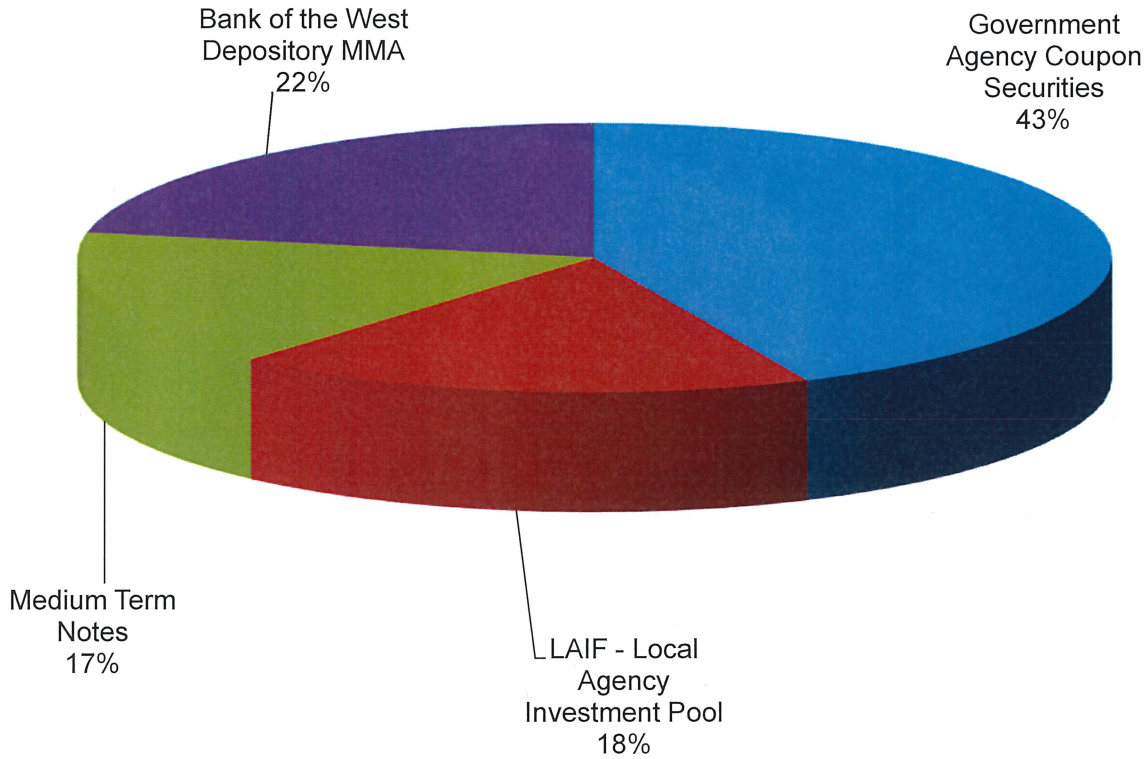
(in thousands)								
A		B		C	D	E	F	G
ACTUAL MONTH/ YEAR	TREASURER'S RECEIPTS	TREASURER'S DISBURSEMENTS	TREASURER'S SURPLUS or	INVESTMENTS				ESTIMATE
	ACTUAL	ACTUAL	(DEFICIT) (A-B)	MONTH YEAR	PORTFOLIO MATURITIES	LAIF	TOTAL (D+E)	SURPLUS (F+C)
Jul-19	48,759	84,570	(35,811)	Jul-20	0	75,000	75,000	39,189
Aug-19	45,358	72,342	(26,984)	Aug-20	2,000	39,189	41,189	14,205
Sep-19	66,993	67,937	(944)	Sep-20	6,000	14,205	20,205	19,261
Oct-19	74,451	66,683	7,768	Oct-20	12,000	19,261	31,261	39,029
Nov-19	77,089	69,746	7,343	Nov-20	3,000	39,029	42,029	49,372
Dec-19	125,915	72,839	53,076	Dec-20	8,000	49,372	57,372	110,448
Jan-20	87,562	95,590	(8,028)	Jan-21	6,000	75,000	81,000	72,972
Feb-20	55,148	67,286	(12,138)	Feb-21	12,000	72,972	84,972	72,834
Mar-20	83,362	72,356	11,006	Mar-21	7,000	72,834	79,834	90,840
Apr-20	103,907	78,750	25,157	Apr-21	2,000	75,000	77,000	102,157
May-20	55,351	75,880	(20,529)	May-21	0	75,000	75,000	54,471
Jun-20	37,408	65,350	(27,942)	Jun-21	3,000	54,471	57,471	29,529
TOTALS	861,303	889,329	(28,026)		61,000			

NOTE: Maximum LAIF balance was increased on January 1, 2016 from \$50,000,000 to \$65,000,000.

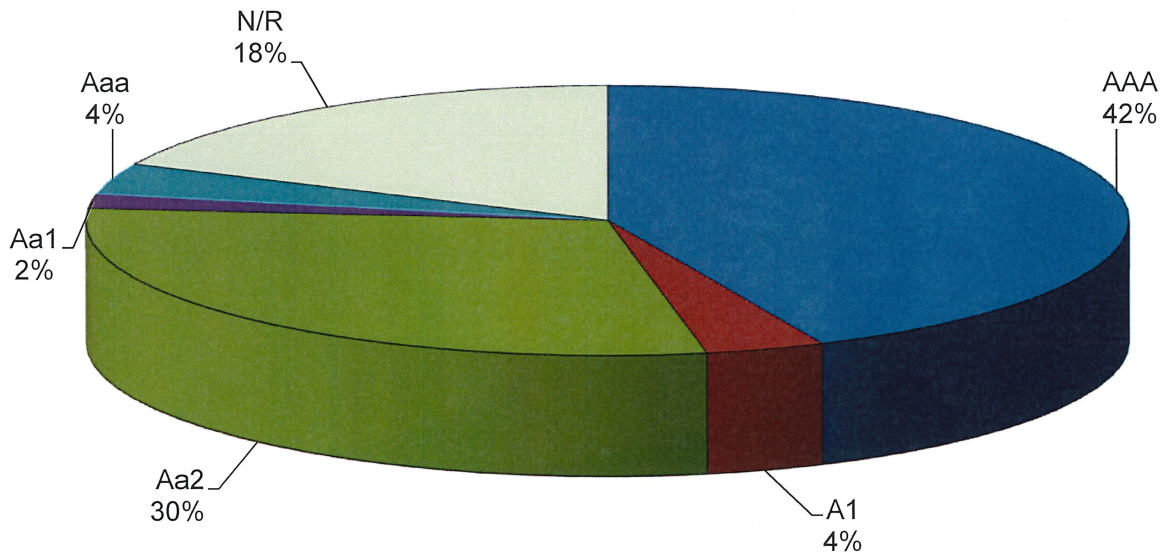
Sufficient liquidity exists to meet the mandated six months cash flow expenditure requirements. The historical receipts have been adjusted for expected non-re-occurring participant activity.

**KINGS COUNTY POOLED INVESTMENTS
PORTFOLIO STATISTICS**

Book Value by Investment Type
as of June 30, 2020



Market Value Quality Allocation
as of June 30, 2020





Kings County
1400 W. Lacey Blvd.
Kings County Govt. Center
Hanford, CA
(559)582-3211

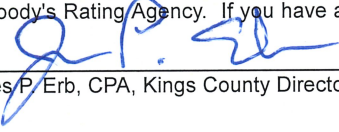
**Kings County Investment Pool
Portfolio Management
Portfolio Summary
June 30, 2020**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	YTM 365 Equiv.	YTM 360 Equiv.
Government Agency Coupon Securities	177,000,000.00	179,378,650.00	177,277,302.81	43.23	1,037	1.937	1.911
LAIF - Local Agency Investment Pool	74,999,998.94	74,999,998.94	74,999,998.94	18.29	1	1.410	1.391
Medium Term Notes	68,000,000.00	69,921,130.00	67,710,470.96	16.51	610	2.549	2.514
BofW MMA Deposit Account	90,045,208.74	90,045,208.74	90,045,208.74	21.96	1	0.550	0.542
Investments	410,045,207.68	414,344,987.68	410,032,981.45	100.00%	549	1.637	1.615
Cash and Accrued Interest							
Passbook/Checking (not included in yield calculations)	7,658,718.86	7,658,718.86	7,658,718.86		1	1.000	0.986
Accrued Interest at Purchase *		0.00	0.00				
Ending Accrued Interest		1,790,270.84	1,790,270.84				
Subtotal		9,448,989.70	9,448,989.70				
Total Cash and Investments	417,703,926.54	423,793,977.38	419,481,971.15		549	1.637	1.615

Total Earnings	June 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending	
Current Year	568,605.29	8,155,398.94	8,155,398.94	* 425.00 Accrued at Purchase is Included in Book Value.

Average Daily Balance	421,976,173.54	352,704,030.42
Effective Rate of Return	1.64%	2.31%

The Pooled Portfolio was in compliance during the quarter ending June 30, 2020, with California Government Code Sections 53601 et seq. and 53635, and the Director of Finance's Statement of Investment Policy dated January 1, 2020. Market prices are provided by Union Bank of California and are as of the last business day of the month. Ratings listed in the Portfolio Reports are issued by Moody's Rating Agency. If you have any questions about the Pooled Investment Fund, please call Tammy Phelps, Assistant Director of Finance - Treasury, at (559) 852-2462.


James P. Erb, CPA, Kings County Director of Finance

B6-2020

Reporting period 06/01/2020-06/30/2020

Run Date: 08/04/2020 - 11:19

Portfolio POOL
RC
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.6.1

Kings County Investment Pool
Portfolio Management
Portfolio Details - Investments
June 30, 2020

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Government Agency Coupon Securities												
3136G4LG6	160055	Federal Nat'l Mortgage Assoc.		02/28/2017	2,000,000.00	2,005,260.00	2,000,000.00	1.800	AAA	1.775	58	08/28/2020
313370US5	180013	Federal Home Loan Banks		12/10/2018	3,000,000.00	3,015,600.00	3,001,352.14	2.875	AAA	2.742	72	09/11/2020
3130ACE26	180041	Federal Home Loan Banks		04/15/2019	3,000,000.00	3,008,790.00	2,984,533.08	1.375	AAA	2.397	89	09/28/2020
3135G0U84	180042	Federal Nat'l Mortgage Assoc.		04/15/2019	3,000,000.00	3,026,790.00	3,006,645.41	2.875	AAA	2.387	121	10/30/2020
3134GB6C1	170010	Federal Home Loan Mort. Co.		12/18/2017	3,000,000.00	3,023,730.00	3,000,000.00	2.000	AAA	1.973	170	12/18/2020
3134GBSW3	160067	Federal Home Loan Mort. Co.		06/28/2017	2,000,000.00	2,013,880.00	1,999,942.58	1.750	AAA	1.732	174	12/22/2020
3134GB5E8	170009	Federal Home Loan Mort. Co.		12/28/2017	3,000,000.00	3,025,320.00	3,000,000.00	2.000	AAA	1.973	180	12/28/2020
3137EAE19	190039	Federal Home Loan Mort. Co.		12/13/2019	3,000,000.00	3,040,200.00	3,021,421.28	2.375	AAA	1.628	230	02/16/2021
3133EKCS3	180043	Federal Farm Credit Bank		04/15/2019	3,000,000.00	3,047,850.00	3,004,061.81	2.550	AAA	2.377	253	03/11/2021
3133EJ2S7	180014	Federal Farm Credit Bank		12/12/2018	3,000,000.00	3,051,480.00	2,998,306.67	2.770	AAA	2.791	254	03/12/2021
3130A1W95	190035	Federal Home Loan Banks		12/11/2019	3,000,000.00	3,056,370.00	3,017,400.00	2.250	AAA	1.638	345	06/11/2021
313383ZU8	190034	Federal Home Loan Banks		12/06/2019	3,000,000.00	3,097,740.00	3,061,835.96	3.000	AAA	1.578	436	09/10/2021
3130AHJY0	190036	Federal Home Loan Banks		12/11/2019	3,000,000.00	3,059,130.00	2,998,885.96	1.625	AAA	1.627	506	11/19/2021
313378WG2	180044	Federal Home Loan Banks		04/15/2019	3,000,000.00	3,115,710.00	3,006,603.90	2.500	AAA	2.352	618	03/11/2022
3133EKTA4	190001	Federal Farm Credit Bank		07/01/2019	3,000,000.00	3,000,000.00	3,000,000.00	2.090	AAA	2.061	730	07/01/2022
3133ELAE4	190037	Federal Farm Credit Bank		12/11/2019	3,000,000.00	3,087,090.00	2,997,469.62	1.625	AAA	1.637	782	08/22/2022
3135G0W33	190038	Federal Nat'l Mortgage Assoc.		12/11/2019	3,000,000.00	3,074,520.00	2,979,167.51	1.375	AAA	1.637	797	09/06/2022
3133EKQ90	190013	Federal Farm Credit Bank		09/23/2019	3,000,000.00	3,011,460.00	3,000,000.00	2.000	AAA	1.973	814	09/23/2022
3134GUR93	190040	Federal Home Loan Mort. Co.		01/13/2020	3,000,000.00	3,007,860.00	3,000,000.00	1.720	AAA	1.697	834	10/13/2022
3134GUS27	190041	Federal Home Loan Mort. Co.		01/17/2020	3,000,000.00	3,001,440.00	3,000,000.00	1.750	AAA	1.726	838	10/17/2022
3134GU5N6	190045	Federal Home Loan Mort. Co.		01/27/2020	3,000,000.00	3,002,970.00	3,000,000.00	1.700	AAA	1.677	848	10/27/2022
3133ELHC1	190042	Federal Farm Credit Bank		01/13/2020	3,000,000.00	3,005,100.00	3,000,000.00	1.670	AAA	1.647	926	01/13/2023
3133ELJN5	190043	Federal Farm Credit Bank		01/24/2020	3,000,000.00	3,052,860.00	3,000,000.00	1.640	AAA	1.618	937	01/24/2023
3134GU5S5	190044	Federal Home Loan Mort. Co.		01/27/2020	3,000,000.00	3,003,000.00	3,000,000.00	1.750	AAA	1.726	940	01/27/2023
3135G0X73	190046	Federal Nat'l Mortgage Assoc.		01/30/2020	3,000,000.00	3,002,370.00	3,000,000.00	1.750	AAA	1.726	943	01/30/2023
3134GVAK4	190053	Federal Home Loan Mort. Co.		02/10/2020	3,000,000.00	3,003,810.00	3,000,425.00	1.700	AAA	1.677	951	02/07/2023
3133ELMD3	190051	Federal Farm Credit Bank		02/10/2020	3,000,000.00	3,017,370.00	3,000,000.00	1.600	AAA	1.578	954	02/10/2023
3130AJ3B3	190052	Federal Home Loan Banks		02/24/2020	3,000,000.00	3,018,780.00	3,000,000.00	1.600	AAA	1.578	968	02/24/2023
3133ELUJ1	190055	Federal Farm Credit Bank		03/24/2020	3,000,000.00	3,011,790.00	3,000,000.00	1.000	AAA	0.986	996	03/24/2023
3134GTC68	190008	Federal Home Loan Mort. Co.		07/17/2019	3,000,000.00	3,002,250.00	3,000,000.00	2.220	AAA	2.190	1,111	07/17/2023
3134GTFW8	180038	Federal Home Loan Mort. Co.		04/24/2019	3,000,000.00	3,004,140.00	3,000,000.00	2.560	AAA	2.525	1,118	07/24/2023
3134GS6U4	180026	Federal Home Loan Mort. Co.		03/22/2019	2,000,000.00	2,010,120.00	2,000,000.00	2.750	AAA	2.712	1,178	09/22/2023
3134GVCL0	190054	Federal Home Loan Mort. Co.		02/20/2020	3,000,000.00	3,013,590.00	3,000,000.00	1.700	AAA	1.677	1,237	11/20/2023
3133ELAN4	190026	Federal Farm Credit Bank		11/22/2019	3,000,000.00	3,057,630.00	3,000,000.00	1.680	AAA	1.657	1,239	11/22/2023
3134GTXA6	190004	Federal Home Loan Mort. Co.		07/08/2019	3,000,000.00	3,022,710.00	3,000,000.00	2.000	AAA	1.973	1,286	01/08/2024
3134GTS61	190011	Federal Home Loan Mort. Co.		08/05/2019	3,000,000.00	3,027,720.00	3,000,000.00	2.100	AAA	2.071	1,314	02/05/2024

Portfolio POOL
RC
PM (PRF_PM2) 7.3.0

Run Date: 08/04/2020 - 11:20

Report Ver. 7.3.6.1

Kings County Investment Pool
Portfolio Management
Portfolio Details - Investments
June 30, 2020

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Government Agency Coupon Securities												
3130AFW94	190030	Federal Home Loan Banks		12/03/2019	3,000,000.00	3,238,920.00	3,094,582.25	2.500	AAA	1.657	1,322	02/13/2024
3130AHZT3	190048	Federal Home Loan Banks		02/26/2020	3,000,000.00	3,018,630.00	3,000,000.00	1.700	AAA	1.677	1,335	02/26/2024
3134GS7D1	180027	Federal Home Loan Mort. Co.		03/26/2019	3,000,000.00	3,047,820.00	3,000,000.00	2.700	AAA	2.663	1,364	03/26/2024
3130AHH71	190023	Federal Home Loan Banks		11/07/2019	3,000,000.00	3,034,440.00	3,000,000.00	1.850	AAA	1.825	1,406	05/07/2024
3130AGL45	180050	Federal Home Loan Banks		06/21/2019	3,000,000.00	3,045,570.00	3,000,000.00	2.250	AAA	2.219	1,451	06/21/2024
3135G0V75	190029	Federal Nat'l Mortgage Assoc.		12/03/2019	3,000,000.00	3,167,220.00	3,009,048.03	1.750	AAA	1.657	1,462	07/02/2024
3133EKT73	190005	Federal Farm Credit Bank		07/08/2019	3,000,000.00	3,001,230.00	3,000,000.00	2.230	AAA	2.199	1,468	07/08/2024
3134GTB51	190007	Federal Home Loan Mort. Co.		07/15/2019	3,000,000.00	3,002,220.00	3,000,000.00	2.300	AAA	2.268	1,475	07/15/2024
3134GULJ7	190018	Federal Home Loan Mort. Co.		10/30/2019	3,000,000.00	3,003,330.00	3,000,000.00	2.000	AAA	1.973	1,490	07/30/2024
3134GTS20	190010	Federal Home Loan Mort. Co.		08/02/2019	3,000,000.00	3,056,430.00	3,000,000.00	2.070	AAA	2.042	1,493	08/02/2024
3134GTQ30	190009	Federal Home Loan Mort. Co.		08/05/2019	3,000,000.00	3,004,650.00	3,000,000.00	2.250	AAA	2.219	1,496	08/05/2024
3134GU6G0	190047	Federal Home Loan Mort. Co.		02/05/2020	3,000,000.00	3,039,660.00	3,000,000.00	1.700	AAA	1.677	1,496	08/05/2024
3130AGWU5	190012	Federal Home Loan Banks		08/21/2019	3,000,000.00	3,005,070.00	3,000,000.00	2.000	AAA	1.973	1,512	08/21/2024
3135G0ZR7	190028	Federal Nat'l Mortgage Assoc.		12/03/2019	3,000,000.00	3,284,580.00	3,122,081.61	2.625	AAA	1.657	1,528	09/06/2024
3134GUEG1	190014	Federal Home Loan Mort. Co.		09/30/2019	3,000,000.00	3,009,480.00	3,000,000.00	2.000	AAA	1.973	1,552	09/30/2024
3133EK4B9	190017	Federal Farm Credit Bank		10/28/2019	3,000,000.00	3,039,870.00	3,000,000.00	1.820	AAA	1.795	1,580	10/28/2024
3130AHGL1	190021	Federal Home Loan Banks		11/04/2019	3,000,000.00	3,050,490.00	3,000,000.00	1.875	AAA	1.849	1,587	11/04/2024
3133EK5M4	190022	Federal Farm Credit Bank		11/05/2019	3,000,000.00	3,014,190.00	3,000,000.00	2.000	AAA	1.973	1,588	11/05/2024
3133EK6J0	190025	Federal Farm Credit Bank		11/08/2019	3,000,000.00	3,155,670.00	2,973,540.00	1.625	AAA	1.806	1,591	11/08/2024
3134GUQT0	190024	Federal Home Loan Mort. Co.		11/18/2019	3,000,000.00	3,005,910.00	3,000,000.00	2.000	AAA	1.973	1,601	11/18/2024
3133ELBF0	190027	Federal Farm Credit Bank		11/27/2019	3,000,000.00	3,018,000.00	3,000,000.00	1.890	AAA	1.864	1,610	11/27/2024
3130AHN33	190032	Federal Home Loan Banks		12/04/2019	3,000,000.00	3,038,220.00	3,000,000.00	1.800	AAA	1.775	1,617	12/04/2024
3130AJ2C2	190049	Federal Home Loan Banks		02/03/2020	3,000,000.00	3,052,650.00	3,000,000.00	1.625	AAA	1.603	1,678	02/03/2025
3130AHZZ9	190050	Federal Home Loan Banks		02/12/2020	3,000,000.00	3,017,970.00	3,000,000.00	1.820	AAA	1.795	1,687	02/12/2025
Subtotal and Average			178,681,116.30		177,000,000.00	179,378,650.00	177,277,302.81			1.911	1,037	
LAIF - Local Agency Investment Pool												
SYS990001	990001	Local Agency Investment Fund			74,999,998.94	74,999,998.94	74,999,998.94	1.410	N/R	1.391	1	
Subtotal and Average			74,999,998.94		74,999,998.94	74,999,998.94	74,999,998.94			1.391	1	
Medium Term Notes												
594918AH7	180016	Microsoft Corp		12/12/2018	3,000,000.00	3,020,130.00	3,001,331.28	3.000	Aaa	2.867	92	10/01/2020
931142CZ4	190031	Wal-Mart Stores		12/04/2019	6,000,000.00	6,046,320.00	6,046,429.91	3.250	Aa2	1.660	116	10/25/2020
594918BG8	170008	Microsoft Corp		11/21/2017	3,000,000.00	3,012,210.00	2,999,084.75	2.000	Aaa	2.035	125	11/03/2020
89236TFQ3	180023	Toyota Motor Credit Corp.		03/18/2019	3,000,000.00	3,042,540.00	3,012,827.08	3.050	A1	2.572	191	01/08/2021
037833BS8	170012	Apple Inc		12/21/2017	3,000,000.00	3,032,940.00	2,998,770.58	2.250	Aa1	2.261	237	02/23/2021

Portfolio POOL
RC
PM (PRF_PM2) 7.3.0

Kings County Investment Pool
Portfolio Management
Portfolio Details - Investments
June 30, 2020

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Medium Term Notes												
084670BQ0	170022	Berkshire Hathaway		04/09/2018	3,000,000.00	3,035,970.00	2,987,338.64	2.200	Aa2	2.605	257	03/15/2021
89236TEU5	180025	Toyota Motor Credit Corp.		03/18/2019	2,000,000.00	2,038,720.00	2,005,982.28	2.950	A1	2.604	286	04/13/2021
594918BP8	190033	Microsoft Corp		12/05/2019	6,000,000.00	6,082,140.00	5,994,626.87	1.550	Aaa	1.588	403	08/08/2021
89236TDP7	180021	Toyota Motor Credit Corp.		01/22/2019	4,000,000.00	4,123,480.00	3,969,583.54	2.600	A1	2.959	559	01/11/2022
084670BF4	180007	Berkshire Hathaway		11/13/2018	4,000,000.00	4,192,800.00	4,008,961.11	3.400	Aa2	3.232	579	01/31/2022
037833AY6	180005	Apple Inc		08/01/2018	2,000,000.00	2,057,740.00	1,966,839.12	2.150	Aa1	2.989	588	02/09/2022
478160CD4	180046	JOHNSON & JOHNSON		05/07/2019	3,000,000.00	3,091,980.00	2,985,330.71	2.250	Aaa	2.470	610	03/03/2022
037833CQ1	180024	Apple Inc		03/18/2019	3,000,000.00	3,106,200.00	2,981,030.89	2.300	Aa1	2.595	679	05/11/2022
931142DU4	180006	Wal-Mart Stores		08/02/2018	3,000,000.00	3,143,790.00	2,944,935.79	2.350	Aa2	3.098	897	12/15/2022
931142DU4	180031	Wal-Mart Stores		04/01/2019	3,000,000.00	3,143,790.00	2,995,668.67	2.350	Aa2	2.377	897	12/15/2022
084670BJ6	170036	Berkshire Hathaway		06/29/2018	3,000,000.00	3,200,190.00	2,989,141.52	3.000	Aa2	3.087	955	02/11/2023
084670BR8	170030	Berkshire Hathaway		04/23/2018	3,000,000.00	3,177,120.00	2,962,745.52	2.750	Aa2	3.156	987	03/15/2023
931142DH3	180045	Wal-Mart Stores		05/07/2019	3,000,000.00	3,164,970.00	2,991,476.10	2.550	Aa2	2.614	1,014	04/11/2023
89236TDK8	180011	Toyota Motor Credit Corp.		12/04/2018	3,000,000.00	3,141,210.00	2,870,954.16	2.250	A1	3.551	1,204	10/18/2023
037833DM9	190020	Apple Inc		10/28/2019	2,000,000.00	2,094,400.00	1,997,412.44	1.800	Aa1	1.805	1,533	09/11/2024
89236TGN9	190015	Toyota Motor Credit Corp.		10/22/2019	3,000,000.00	2,972,490.00	3,000,000.00	2.125	A1	2.096	1,574	10/22/2024
Subtotal and Average			67,704,927.38		68,000,000.00	69,921,130.00	67,710,470.96			2.514	610	
BoFW MMA Deposit Account												
SYS999993	999993	Bank of the West		07/01/2019	90,045,208.74	90,045,208.74	90,045,208.74	0.550	Aa2	0.542	1	
Subtotal and Average			100,334,840.29		90,045,208.74	90,045,208.74	90,045,208.74			0.542	1	
Total and Average			421,720,882.91		410,045,207.68	414,344,987.68	410,032,981.45			1.615	549	

Portfolio POOL
RC
PM (PRF_PM2) 7.3.0

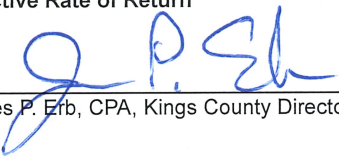


**KC Direct Investments 2019
Portfolio Management
Portfolio Summary
June 30, 2020**

Kings County
1400 W. Lacey Blvd.
Kings County Govt. Center
Hanford, CA
(559)582-3211

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Managed Pool Accounts	3,602,584.43	3,602,584.43	3,602,584.43	100.00	1	1	1.940	1.967
Investments	3,602,584.43	3,602,584.43	3,602,584.43	100.00%	1	1	1.940	1.967

Total Earnings	June 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending
Current Year	4,344.36	115,510.32	115,510.32
Average Daily Balance	3,902,584.43	5,540,508.78	
Effective Rate of Return	1.35%	2.08%	


James P. Erb, CPA, Kings County Director of Finance

8.6.2020

KC Direct Investments 2019
Portfolio Management
Portfolio Details - Investments
June 30, 2020

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date
Managed Pool Accounts												
SYS10001	10001	LAIF - LUHS 2016	GO, Series B		3,602,584.43	3,602,584.43	3,602,584.43	1.967		1.967	1	
Subtotal and Average			3,902,584.43		3,602,584.43	3,602,584.43	3,602,584.43			1.967	1	
Total and Average			3,902,584.43		3,602,584.43	3,602,584.43	3,602,584.43			1.967	1	

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 08/17/2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/2020

ITEM:

Consider approval of the Kings County's Government Accounting Standard 31 Report.

PURPOSE:

Enclosed is the Kings County's Government Accounting Standard 31 Report detailing the fair value of the Kings County Treasury's investments on June 30, 2020.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Approve the Kings County's Government Accounting Standard 31 Report.



JAMES P. ERB, CPA - DIRECTOR OF FINANCE

KINGS COUNTY GOVERNMENT CENTER
1400 W. LACEY BLVD.
HANFORD, CALIFORNIA 93230

ACCOUNTING DIVISION

☎ (559) 582-3211, EXT. 2455
FAX (559) 587-9935

TREASURY DIVISION

☎ TAX COLLECTION: (559) 582-3211, EXT. 2479
TREASURY: (559) 582-3211, EXT. 2477
FAX: (559) 582-1236

DATE: August 10, 2020

TO: All Treasury Depositing Entities

FROM: James P. Erb, CPA - Director of Finance

Subject: June 30, 2020 Kings County's Government Accounting Standard 31 (GASB 31) Report

This letter is a recap of the unaudited GASB 31 reports produced by our Sympro Portfolio Management system. The full reports are available from the Treasury. The investments were Fair Market Valued by our custodian, Union Bank of California, as of June 30, 2020.

The reports indicate a Reported Fair Value, which is the calculated market price at day's end, of \$422,408,278. The Portfolio Book Value, which is the carrying cost of the investments, was \$418,132,871. To calculate the GASB-31 fair value factor, divide the Fair Market Value by the Portfolio Book Value, which equals 1.01022499. This is the fair value of each participating dollar in the pool. As an example: if an agency has an account balance of \$1,000,000 on June 30th, then the agency's fair value participation would be \$1,010,224.99 ($1,000,000 * 1.01022499$).

Now having gone through the fair value calculation, what does this mean for treasury depositors and pool participants?

First, no gain has occurred to your funds deposited into the county treasury. Your cash value is still at 100%. For an actual gain to occur, we would have had to sell the entire investment portfolio on June 30th at the quoted market prices. Gains and losses are only paper entries. The Fair Market value will fluctuate with interest rate changes.

Second, your external auditors must make a determination on the significance of the information for your financial statements. Give a copy of this report to your auditor.

Third, treasury depositors are reminded not to use the fair value fund balance for budget purposes, cash flow forecasting, or anticipated spending.

If you have any questions, please feel free to contact Tammy Phelps, Kings County Assistant Director of Finance - Treasury at (559)852-2462.

**COUNTY OF KINGS
GASB 31 Factor Calculations
FY 2019-2020**

Kings County Investment Pool

Sympro Calculated Reported Value		\$414,308,388
Cash Balances 6/30/20		8,099,890
Total Treasury Reported Value (TTRV)		<u>\$422,408,278</u>
Sympro Book Value		\$410,032,981
Cash Balances 6/30/20		8,099,890
Total Treasury Book Value (TTBV)		<u>\$418,132,871</u>
Total Treasury Reported Value (TTRV)		\$422,408,278
Total Treasury Book Value (TTBV)		<u>418,132,871</u>
TTRV minus TTBV = gain/(loss)		<u>\$ 4,275,407</u>
Gain/(loss) divided TTBV	4,275,407 / 418,132,871	0.01022499
GASB 31 Pool Factor	(+ 1.0 + .01022499)	1.01022499

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 08/17/2020

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 08/26/2020

ITEM:

Consider declaring item(s) surplus.

PURPOSE:

The following item(s) are obsolete, beyond repair and/or in need of being declared surplus:

13910281 Anchor Audio System

13912697 Shrink Wrap Machine

13900558 Amplifier Bass

13911117 Yamaha 16 Ch 6 Bus Mixer

FISCAL IMPACT:

There could be some residual value to the equipment.

RECOMMENDATIONS:

Declare the item(s) surplus and allow the Director of Facilities to dispose of the equipment.