

# Hanford Elementary School District

## REGULAR BOARD MEETING AGENDA

*Wednesday, September 23, 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](mailto: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

### 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
- e) Recognize the 2019-2020 HESD Excellence in Education Honorees

### 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 September 2, 2020; September 4, 2020 and September 11, 2020.
- b) Approve minutes of the Regular Meeting held on September 9, 2020.
- c) Approve interdistrict transfers as recommended.

### 3. INFORMATION ITEMS

- a) Receive for information the monthly financial reports for the period of 07/01/2020 – 08/31/2020 (Endo)
- b) Receive for information the District's Initial Proposal for a Successor Agreement between HESD and California School Employees association (CSEA) (Martinez)
- c) Receive for information CSEA's Initial Proposal for a Successor Agreement between HESD and CSEA (Martinez)

### 4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of the Memorandum of Understanding with Sinclair Research Group – Clear Administrative Services Credential (Colvard)
- b) Consider approval of the Memorandum of Understanding with Sinclair Research Group – General Education and Education Specialist Teacher Indication (Colvard)
- c) Consider approval of the Learning Continuity and Attendance Plan (Carlton)

### 5. PERSONNEL (Martinez)

- a) Resignations
  - Lizeth Barraza Alcala, Substitute Yard Supervisor, effective 8/17/19 (revised date)
  - Elizabeth Bolanos, Yard Supervisor – 3.5 hrs., Simas, effective 9/18/20
  - Carolina Muñoz Gomez, Substitute READY Program Tutor – 4.5 hrs., effective 3/13/20
- b) Termination due to Failure to Respond to Annual Notification
  - Ryan Freitas, Substitute Custodian and Groundskeeper, effective 10/19/19
  - Norma Quintana, Substitute Alternative Education Aide, Special Education Aide and Special Circumstance Aide, effective 4/3/20

c) Promotion/Change in Work Year

- Bernadette Bracy, from Substitute Telephone Caller – 8.0 hrs. (10-month), to Personnel Specialist – 8.0 hrs. (12-month), Human Resources, effective 9/14/20

**6. FINANCIAL** (Endo)

NONE

**ADJOURN MEETING**

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: 09/14/20

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information – For the section: Presentations,  
 Reports & Communications  
☐ Action

Date you wish to have your item considered: 09/23/20

**ITEM:** HESD Excellence in Education Honorees

**PURPOSE:** Recognize our 2019-2020 Excellence in Education Honorees:

- April Silva – JFK Math & Science Teacher
- Lauren Franco – HESD & WW Art Teacher
- Maurice Robinson – Hamilton Lead Custodian
- Gerry Mulligan – Director of Facilities & Operations

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

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 09/14/2020

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 09/23/2020

**ITEM:**

Consider approval of warrants.

**PURPOSE:**

The administration is requesting the approval of the warrants as listed on the registers dated: 09/02/20, 09/04/20 and 09/11/20.

**FISCAL IMPACT:**

See attached.

**RECOMMENDATIONS:**

Approve the warrants.

**Warrant Register For Warrants  
Dated 09/02/2020**

Warrant Number	Vendor Number	Vendor Name	Amount
12644083	5369	ANGELICA AGUILAR Payroll Reimbursement	\$112.19
12644084	7610	ROSARITA ALVAREZ Payroll Reimbursement	\$45.00
12644085	6992	VALARIE CASAREZ Payroll Reimbursement	\$40.00
12644086	5392	VERONICA CERRILLO Payroll Reimbursement	\$75.00
12644087	5409	EVETTE GONZALEZ Payroll Reimbursement	\$50.00
12644088	7611	VERONICA LEACH Payroll Reimbursement	\$100.00
12644089	7612	SEVINA MAGANA Payroll Reimbursement	\$112.00
12644090	5089	ALMA PINA Payroll Reimbursement	\$141.62

**Total Amount of All Warrants:****\$675.81**



# Warrant Register For Warrants

## Dated 09/04/2020

Warrant Number	Vendor Number	Vendor Name	Amount
12644168	13	DAWN ACOSTA Allowance	\$200.00
12644169	6271	MARIBEL AGUILERA Distance Learning Supplies	\$381.49
12644170	4566	ALLIED STORAGE CONTAINERS Rentals	\$182.32
12644171	6431	AMAZON.COM Dist Lrng Supp/Instl Matls/Office Supplies/Allowance	\$1,951.88
12644172	59	AMERIPRIDE UNIFORM SERVICES Kitchen Laundry Services	\$345.52
12644173	7613	EVA G CANO Prepaid Meals	\$15.35
12644174	3068	DEBRA COLVARD PD Supplies	\$17.51
12644175	405	DASSEL'S PETROLEUM INC. Fuel-Kitchen	\$278.88
12644176	4486	GABRIEL DE LEON Allowance	\$189.95
12644177	4815	DIGITECH INTEGRATIONS INC Other Services	\$720.00
12644178	5786	DOCUMENT TRACKING SERVICES Other Services	\$209.12
12644179	2213	NORBERTO ESPINDOLA Allowance	\$148.72
12644180	6811	FLOCABULARY Software License	\$20,280.00
12644181	3188	AMY FOCHETTI Distance Learning Supplies	\$92.58
12644182	528	FOCUS PACKAGING & SUPPLY CO Warehouse	\$1,589.45
12644183	533	FOUNDATION FOR EDUCATIONAL Travel & Conf	\$758.00
12644184	1769	FRESNO PRODUCE Food	\$3,282.70
12644185	7481	FS.COM INC Tech Matls	\$1,009.01
12644186	1393	GAS COMPANY Gas	\$449.43
12644187	5216	HANFORD ELEMENTARY SCHOOL DISTRICT Insurance	\$168.00
12644188	7592	HANFORD SENTINEL Other Services/Land Improvements	\$1,171.94
12644189	632	CITY OF HANFORD Water/Sewer	\$36,039.76
12644190	2489	HEARTLAND SCHOOL SOLUTIONS Kitchen Services	\$795.00
12644191	2188	THE HOME DEPOT PRO Custodial Supplies/COVID Matls	\$2,411.06
12644192	711	THE HORN SHOP Band Supplies	\$771.56
12644193	4882	HUMAN RELATIONS MEDIA Attendance Matls	\$1,440.51
12644194	2528	INDUSTRIAL PLUMBING SUPPLY Maint Supplies	\$924.02
12644195	5990	KELLER FORD Equipment Replacement	\$37,418.55
12644196	3962	KINGS COUNTY GLASS Repairs	\$473.42
12644197	912	MANGINI ASSOCIATES INC. Land/Building Improvements	\$7,395.11
12644198	977	ORAL E. MICHAM INC. Buildings & Improvements	\$77,331.50
12644199	5510	NEWEGG.COM Tech Matls	\$545.22
12644200	5111	P & R PAPER SUPPLY COMPANY INC Kitchen Supplies	\$553.49
12644201	3072	JENNIFER PITKIN Instl Matls	\$108.66
12644202	1151	PRECISION PLASTICS COVID Matls	\$14,171.72
12644203	5432	SARAH PRINCETTA Allowance	\$200.00
12644204	1168	PRODUCERS DAIRY PRODUCTS Food	\$6,713.83
12644205	4465	CYNTHIA PURSELL Staff Masks	\$429.00
12644206	7390	QUADIENT INC. Repairs	\$747.53
12644207	1188	QUILL LLC Warehouse	\$1,879.42
12644208	7428	R.V. NUCCIO & ASSOCIATES Insurance	\$2,592.00
12644209	7401	RIVERSIDE INSIGHTS Special Ed Matls	\$719.96
12644210	7582	SAVVAS LEARNING COMPANY LLC Software License	\$1,440.00
12644211	1374	SMART & FINAL STORES (HFD DO) Custodial Supplies	\$49.04
12644212	1392	SOUTHERN CALIFORNIA EDISON CO. Electricity	\$52,292.30
12644213	2031	SOUTHWEST SCH & OFFICE SUPPLY Warehouse	\$12,009.40
12644214	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$20,544.14
12644215	4381	STAPLES - BUSINESS ADVANTAGE Office Supplies	\$949.66



# Warrant Register For Warrants

## Dated 09/04/2020

Warrant Number	Vendor Number	Vendor Name	Amount
12644216	2348	STEVE WEISS MUSIC Band Matls	\$233.91
12644217	7092	SUNCREST BANK Buildings & Improvements	\$4,070.15
12644218	1444	SYSCO FOODSERVICES OF MODESTO Food	\$13,679.44
12644219	6823	TCG GROUP HOLDINGS Other Services	\$48.00
12644220	7182	TEK VISIONS Kitchen Supplies	\$218.79
12644221	7614	SANDRA TORRES Payroll Reimbursement	\$38.90
12644222	6032	TUMBLEWEED PRESS INC Software License	\$1,294.38
12644223	1506	TWB INSPECTIONS Buildings & Improvements	\$9,000.00
12644224	1521	UNITED REFRIGERATION INC. Maint Supplies	\$5,670.82
12644225	7261	VOCABULARYSPELLINGCITY.COM Software License	\$69.95
12644226	6943	WEST VALLEY SUPPLY Grounds Supplies	\$511.63
12644227	2405	WPS Special Ed Matls	\$110.90
12644228	2790	GINA YOUNG Allowance	\$200.00
<b>Total Amount of All Warrants:</b>			<b>\$349,534.58</b>



## Credit Card Register For Payments

### Dated 09/04/2020

Document Number	Vendor Number	Vendor Name	Amount
14029208	2	A-Z BUS SALES INC Transportation Supplies	\$2,691.29
14029209	126	BEDARD CONTROLS INC. Repairs	\$500.00
14029210	4876	BRAIN POP Software License	\$2,950.00
14029211	297	CENTRAL SANITARY SUPPLY Warehouse	\$234.88
14029212	5428	CONSERV FLAG COMPANY Facilities Matls	\$69.63
14029213	5747	CRISIS PREVENTION INSTITUTE (C Software License	\$3,000.00
14029214	5184	DRISKELL'S APPLIANCE Equipment	\$1,071.43
14029215	509	EWING IRRIGATION PRODUCTS Grounds Matls	\$717.63
14029216	5690	INDOFF INCORPORATED Warehouse	\$1,193.59
14029217	1111	J W PEPPER & SON INC Band Matls	\$834.88
14029218	2109	ORGANIZED SPORTS INC. Instl Matls	\$1,769.63
14029219	2524	ROCHESTER 100 INC. Instl Matls	\$911.30
<b>Total Amount of All Credit Card Payments:</b>			<b>\$15,944.26</b>



# Warrant Register For Warrants

## Dated 09/11/2020

Warrant Number	Vendor Number	Vendor Name	Amount
12644645	4828	ACTIVE NETWORK LLC Other Services	\$468.00
12644646	2352	AMS.NET Software License	\$5,655.46
12644647	6253	AT&T Telephone	\$2,572.67
12644648	2464	DANNA BAILEY Other Services	\$48.00
12644649	1667	CDW GOVERNMENT INC. Tech Matls	\$236.42
12644650	7607	CENTER FOR TEACHING Travel & Conf	\$1,400.00
12644651	7606	CONJUGUEMOS Software License	\$55.00
12644652	6999	KATHRYN COZ Allowance	\$194.14
12644653	3370	DANNIS WOLIVER & KELLEY Travel & Conf	\$500.00
12644654	405	DASSEL'S PETROLEUM INC. Fuel	\$3,004.06
12644655	7427	EDUCATION.COM Software License	\$600.00
12644656	7302	ALEXIS FARRAR Allowance	\$99.81
12644657	3682	FASTENAL Maintenance Supplies	\$462.16
12644658	1393	GAS COMPANY Gas	\$46.92
12644659	6963	GONZALEZ ARCHITECTS Repairs	\$800.00
12644660	1902	HANDWRITING WITHOUT TEARS Special Ed Matls	\$949.70
12644661	3656	HANFORD AUTO & TRUCK PARTS Transp/Maint Supplies	\$658.26
12644662	2427	HOME DEPOT CREDIT SERVICES Buildings & Improvements	\$47.14
12644663	2188	THE HOME DEPOT PRO Custodial Supplies	\$103.93
12644664	711	THE HORN SHOP Band Matls	\$193.05
12644665	4597	IVS COMPUTER TECHNOLOGY Buildings & Improvements	\$10,893.30
12644666	1783	KELLER MOTORS Maint/Grounds Matls	\$403.53
12644667	7616	ERIN KING Allowance	\$130.76
12644668	5828	KINGS COUNTY DEPT OF PUBLIC WORKS Fuel	\$104.76
12644669	808	KINGS WASTE & RECYCLING Garbage	\$182.60
12644670	808	KINGS WASTE & RECYCLING Garbage	\$855.20
12644671	986	LAWNMOWER MAN Grounds Matls	\$334.69
12644672	838	LAWRENCE TRACTOR COMPANY Grounds Matls	\$265.14
12644673	4629	LOWE'S OF HANFORD Instl Matls	\$135.36
12644674	1058	OFFICE DEPOT Office Supplies	\$296.82
12644675	5356	JODY PRODOEHL Allowance	\$71.27
12644676	4465	CYNTHIA PURSELL Office Matls	\$101.61
12644677	7401	RIVERSIDE INSIGHTS Special Ed Matls	\$479.97
12644678	1253	ROBINSON'S INTERIORS INC. Repairs	\$765.00
12644679	7292	SCREENCAST-O-MATIC Software License	\$390.00
12644680	3131	SHERWIN-WILLIAMS CO Maint Supplies	\$396.45
12644681	3743	SHRED-IT USA – FRESNO Shred Services	\$196.64
12644682	1356	SILVAS OIL COMPANY INC. Fuel	\$983.50
12644683	6785	SPY SCREEN & IMAGE PRINTING Face Masks	\$1,866.96
12644684	5586	SUPERIOR SOIL SUPPLEMENTS Grounds Matls	\$9,005.72
12644685	6697	JENNIFER TAYLOR Allowance	\$126.36
12644686	1521	UNITED REFRIGERATION INC. Maint Supplies	\$2,388.56
12644687	4522	US AIR CONDITIONING DIST INC. Maint Supplies	\$1,737.28
12644688	7149	VALLEY ELEVATOR INC Other Services	\$740.00
12644689	1544	VALLEY OAK CABINET MFG. Buildings & Improvements	\$9,535.00
12644690	2653	VALLEY OXYGEN Maint Supplies	\$207.27
12644691	1619	WILBUR-ELLIS COMPANY LLC Grounds Matls	\$5,487.35

**Total Amount of All Warrants:**

**\$66,175.82** 14



**Credit Card Register For Payments**  
**Dated 09/11/2020**

Document Number	Vendor Number	Vendor Name	Amount
14029266	82	ASCD Books	\$295.75
14029267	126	BEDARD CONTROLS INC. Repairs	\$2,652.85
14029268	415	DELRAY TIRE & RETREADING INC. Repairs	\$1,015.25
14029269	539	FRANKLIN PLANNER CORPORATION Warehouse Supplies	\$25.08
14029270	546	FRESNO ENVELOPE AND EMBOSSING Printing Matls	\$4,113.04
14029271	5690	INDOFF INCORPORATED Buildings & Improvements	\$13,566.04
14029272	5934	PEARSON - CLINICAL ASSESSMENT Special Ed Matls	\$1,842.92
14029273	1466	TERMINIX INTERNATIONAL Pest Control	\$386.00

**Total Amount of All Credit Card Payments:****\$23,896.93**





Hanford Elementary School District  
*Minutes of the Regular Board Meeting*  
*September 9, 2020*

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on September 9, 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: Doug Carlton, David Endo, Lucy Gomez, Jaime Martinez, Gerry Mulligan, Jill Rubalcava and Jay Strickland.

**Public Hearing: Learning Continuity & Attendance Plan** At 5:30 p.m. President Strickland opened the Public Hearing: Adoption of Hanford Elementary School District (HESD) Learning Continuity and Attendance Plan.

Doug Carlton, Director of Program Development, Assessment & Accountability, presented a PowerPoint on the Learning Continuity and Attendance Plan for 2020-2021. He stated as a result of the COVID-19 pandemic, Senate Bill 98 was passed by the state legislature. SB98 postpones the development and adoption of the 2020-2021 to 2022-2023 Local Control Accountability Plan. It requires the Learning Continuity and Attendance Plan in its place. The Learning Continuity and Attendance Plan details the District's two-initiative plan to provide a quality learning experience for its students despite the effects of the COVID-19 pandemic and the resulting of school closures, it covers the 2020-2021 school year only, it requires stakeholder input and must be adopted by 9/30/20. It also addresses stakeholder engagement, in-person instructional offerings, distance learning program, mitigating pupil learning loss, mental health and social/emotional well-being, pupil and family engagement and outreach and school nutrition. Doug then reviewed each item addressed. Trustee Revious asked if when the students return to in-class instruction, will cameras be on for students in distance learning to engage with the teacher and students. Doug answered the students in distance learning will be in distance learning only with a teacher assigned to them, very similar to how it is now. Trustee Garcia asked how attendance is being handled now and can they make up work if they miss class. Jay Strickland answered attendance is taken the day after, this allows the student to connect later in the day and complete the work if they missed due to an appointment. A student is only marked absent if they did not connect at all during the day or if any work was not submitted. Trustee Garner asked if the teacher is the one to determine that. Jay answered the teacher takes attendance. The connection with parents can be made by the teacher or someone at the front office. Trustee Garner asked if there are any technology upgrades in the future. Doug answered yes new hotspots have arrived and are being distributed. Superintendent Gabler stated they are working with all the District Superintendent in Kings County to upgrade the wireless connection throughout the County, this is something for the future. Trustee Garner then asked what about the Asser laptops. Doug answered no, those are newer and have been updated by IS department.

Superintendent Gabler added the Asser laptops were chosen because they allow for longer battery life during testing. Trustee Strickland asked if CARS funding could be used for technology upgrades. Superintendent Gabler answered yes it was used to expand the supply of laptops for 2<sup>nd</sup> to 8<sup>th</sup> grade students. Also, to purchase newer and better computer for all teachers that allow for programs to work simultaneously. Trustee Strickland asked if the District is outsourcing any psychological needs. Doug answered no all is being done in-house. He finalized by saying the Learning Continuity and Attendance Plan is posted online at <https://www.hanfordesd.org/fs/resource-manager/view/95411f1e-5916-4a86-a686-a0759b2e5bd1>.

President Strickland called for questions from the public, and there being none the Public Hearing was closed at 6:02 p.m.

**Public Hearing:** At 6:02 p.m. President Strickland opened the Public Hearing: Instructional Material  
**Instructional** Funding Realignment Program.  
**Materials**

Jill Rubalcava, Assistant Superintendent to Curriculum, stated this public hearing is held each year. We just had the Williams visit and everything was in order. She is certain the District has sufficient instructional materials to meet each student's need and the requirements for this public hearing.

President Strickland called for questions from the public, and there being none the Public Hearing was closed at 6:04 p.m.

**Public** None  
**Comments**

**Board and Staff** Superintendent Gabler shared on August 28, Governor Newsom shared a new  
**Comments** monitoring system with a color coded 4 tier system. Kings County still remains in purple the tier. We need to move to the red tier and be there for 14 days to be able to open without a waiver. Two small private schools have been approved to open with a waiver. After discussion with our Public Health Department and County Superintendents, it was determined that they were approved because they can have small cohort groups and can test quicker. We are the biggest district in Kings County, and it is not recommended we apply for a waiver. Superintendent Gabler recommend we do not proceed with the waiver process. However, we have received guidance to do cohort groups with our special education student in a very small number. We have a meeting with CSEA on Friday to talk about that. We are monitoring where we stand as a County and how we can open safely.

**Requests to** None  
**Address the**  
**Board**

**Dates to** President Strickland reviewed dates to remember: September 23<sup>rd</sup> – Board Meeting.  
**Remember**

## **CONSENT ITEMS**

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

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

Trustee Garner then made a motion to approve consent items "a" through "c". Trustee Hernandez seconded; motion carried 5-0:

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

The items approved are as follows:

- a) Warrant listings dated August 21, 2020 and August 28, 2020.
- b) Minutes of the Regular Meeting held on August 26, 2020.
- c) Interdistrict transfers as recommended.

## **INFORMATION ITEMS**

### **DELAC**

Lucy Gomez, Director of Curriculum, presented for information the report from the District English Learner Advisory Committee for meeting on August 6, 2020 (DELAC Meeting #3). Lucy stated the DELAC received information on the following topics: the Consolidated Application for Funding and the Learning Continuity and Attendance Plan. They made the following recommendations: ensure a system is in place to keep students accountable for attendance, participation and engagement with schoolwork and study the feasibility of combining students in distance and in-person leaning classes.

Trustee Strickland asked if English learners are having the greatest degree of degradation. Lucy answered we are experiencing a challenge with the younger ones due to technology and its challenges. We are working on translating how-to videos and helping parents navigate through technology challenges. Parents have expressed they feel comfortable reaching out to the schools, and they have expressed the personnel is very kind and patient.

### **PAC**

Doug Carlton, Director of Program Development, Assessment & Accountability, presented for information the report from the District Parent Advisory Committee meeting held on August 27, 2020 (PAC Meeting #3). Doug stated the PAC received for information: SB98 and the Learning Continuity and Attendance Plan. They made the following recommendations: guidelines for in-person instruction, regular progress reports for students in distance learning, guidelines regarding learning loss mitigation and guidelines for providing mental health and social emotional well-being to students.

## **BOARD POLICIES AND ADMINISTRATION**

### **Learning Continuity and Attendance Plan**

Item will be brought back at next meeting, September 23<sup>rd</sup>, for approval.

### **Resolution #7- 21**

Trustee Garcia made a motion to adopt Resolution #6-21: Pertaining to the Sufficiency of Instructional Materials. Trustee Revious seconded; motion carried 5-0:

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

### **HETA Bargaining Agreement**

Trustee Revious made a motion to approve the negotiated amendments to the 2019-2000 Collective Bargaining Agreement with the Hanford Elementary Teachers Association. Trustee Hernandez seconded; motion carried 5-0:

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

### **BP 0470 (a)**

Trustee Garner made a motion to approve the new Board Policy 0470 (a) COVID-19 Mitigation Plan. Trustee Revious seconded; motion carried 5-0:

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

## **PERSONNEL**

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

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

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

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

Strickland – Yes

The following items were approved:

***Item "a" –  
Resignations***

- Veronica Gonzalez, Yard Supervisor – 2.0 hrs., King, effective 6/5/20
- Ana Gomez, READY Program Tutor – 4.5 hrs., Simas, effective 9/11/20
- Leslie Walker-Flores, Special Circumstance Aide – 5.0 hrs., Roosevelt, effective 6/5/20

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

- Benito Avila, READY Program Tutor, from 4.5 hrs. to 3.75 hrs., Jefferson, effective 8/13/20 to 12/18/20

***Item "c" –  
Certificated  
Combination  
Class  
Assignments***

Certificated Combination Class Assignments, effective 8/19/20

- Katie Heugly, from Roosevelt Transitional Kindergarten to Roosevelt Transitional Kindergarten/Kindergarten Combination Class
- Lisa Hinojos, from Lincoln Transitional Kindergarten to Lincoln Transitional Kindergarten/Kindergarten Combination Class

***Item "d" –  
Teaching  
Outside of  
Credential Area***

Teaching Outside of Credential Area – Adopt Resolution No. 12-21

- Deborah Arnold, Science, Jefferson Academy

## **FINANCIAL**

**Resolution #10-21** - Trustee Revious made a motion to adoption of Resolution #10-21: A Resolution of the Board of Trustees of the HESD Authorizing the Issuance and Sale of Election of 2016 General Obligation Bonds, Series C, in an Aggregate Principal Amount Not to Exceed \$7,600,000 and Approving Related Documents and Actions. Trustee Garcia seconded; the motion carried 5-0:

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

**Resolution #5-21** - Trustee Garcia made a motion to adoption of Resolution #05-21: Regarding the Accounting of Developer Fees. Trustee Hernandez seconded; the motion carried 5-0:

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

**Resolution #11-21** - Trustee Garcia made a motion to adoption of Resolution #11-21: Budget Revisions – Collective Bargaining Agreement. Trustee Revious seconded; the motion carried 5-0:

Garcia – Yes

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

**Unaudited 2019-2020 Financial Report** David Endo, Chief Business Official, presented a PowerPoint on the 2019-2020 Unaudited Actuals Financial Report. He stated the ending balance is \$1.4 million with some saving due to the early closure because of COVID-19. He shared a graph of District's fund and how they are spent. He also reviewed the general fund budget comparison, the change in savings and what we look forward to. David highlighted the negotiations with HETA was complete, cash deferral is projected to result in over \$16 million to be paid in 2021-22, enrollment down by 206 and next month we get 5 electric buses and electric cars. Trustee Garner asked if we have lost revenue due to our enrollment numbers. David stated around 2 million dollars in loss, we are aware of it and are talking about it. We continue to have over 20 vacant positions that will create some savings. The District is harmless this year since we get funding from rom last year's ADA. We don't see the hit till the year after that.

Trustee Garner made a motion to approve the unaudited actuals financial report. Trustee Garcia seconded; the motion carried 5-0:

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

**Resolution #8-21** Trustee Revious made a motion to adoption of Resolution #08-21: 2019-2020 Final Budget Revisions. Trustee Garcia seconded; the motion carried 5-0:

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

**Expenditures for Teacher's Salaries** Trustee Garcia made a motion to approve the request for exemption from the required expenditures for classroom teacher's salaries. Trustee Revious seconded; the motion carried 5-0:

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

**Resolution #9-21** Trustee Garica made a motion to adoption of Resolution #09-21: Gann Limit. Trustee Revious 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 6:40 p.m.

Respectfully submitted,

Joy C. Gabler,  
Secretary to the Board of Trustees

Approved:

\_\_\_\_\_  
Greg Strickland, President

\_\_\_\_\_  
Tim Revious, Clerk



No	Reason	Sch Req'd	Home Sch	Date
I-184	O	Pioneer	Kennedy	9/14/2020
I-185	FLY	Pioneer	Wilson	9/14/2020
I-186	CC	Pioneer	Kennedy	9/14/2020
I-187	CC	Pioneer	Kennedy	9/14/2020
I-188	FLI	Pioneer	Jefferson	9/14/2020
I-189	FLI	Lemoore	Jefferson	9/14/2020

No	Reason	Sch Req'd	Home Sch	Date
O-127	O	Armona	Richmond	9/14/2020

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 09/14/2020

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 09/23/2020

**ITEM:**

Receive for information monthly financial reports for the period of 07/01/2020-08/31/2020.

**PURPOSE:**

Attached are financial summaries for all of the District's funds for the period of 07/01/2020-08/31/2020.

**FISCAL IMPACT:**

The financial reports are informational only.

**RECOMMENDATIONS:**

Receive the monthly financial reports.

Fiscal Position Report  
August 2020

Fund: 0100 General Fund

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$14,162,587.95	\$14,162,587.05		
<b>REVENUES</b>						
1) LCFF Sources	8010-8099	\$2,451,843.00	\$5,269,127.10	\$61,807,626.00	8.53	91.47
2) Federal Revenues	8100-8299	\$471,774.05	\$604,058.56	\$10,824,368.00	5.58	94.42
3) Other State Revenues	8300-8599	\$0.00	\$0.00	\$7,375,058.00	0.00	100.00
4) Other Local Revenues	8600-8799	\$100,630.16	\$201,414.39	\$2,596,028.00	7.76	92.24
5) Total, Revenues		\$3,024,247.21	\$6,074,600.05	\$82,603,080.00	7.35	92.65
<b>EXPENDITURES</b>						
1) Certificated Salaries	1000-1999	\$2,705,561.74	\$2,836,229.17	\$31,546,778.00	8.99	91.01
2) Classified Salaries	2000-2999	\$918,039.05	\$1,511,427.09	\$12,409,564.00	12.18	87.82
3) Employee Benefits	3000-3999	\$907,790.61	\$1,182,636.92	\$20,651,192.00	5.73	94.27
4) Books and Supplies	4000-4999	\$487,555.36	\$630,149.79	\$5,455,966.28	11.55	88.45
5) Services, Oth Oper Exp	5000-5999	\$529,260.67	\$1,376,414.98	\$6,570,761.83	20.95	79.05
6) Capital Outlay	6000-6999	\$58,033.02	\$67,078.18	\$845,208.66	7.94	92.06
7) Other Outgo(excl. 7300`s)	7100-7499	\$42,410.00	\$156,523.00	\$1,455,163.00	10.76	89.24
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	(\$175,000.00)	0.00	100.00
9) Total Expenditures		\$5,648,650.45	\$7,760,459.13	\$78,759,633.77	9.85	90.15
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$100,000.00	\$278,000.00	35.97	64.03
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$0.00	(\$100,000.00)	(\$278,000.00)	35.97	64.03
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>(\$2,624,403.24)</u>	<u>(\$1,785,859.08)</u>	<u>\$3,565,446.23</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$12,376,728.87</u></u>	<u><u>\$17,728,033.28</u></u>		

Fiscal Position Report  
August 2020

Fund: 0900 Charter Schools Fund

	August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>					
Net Beginning Balance      9791-9795		\$1,697.00	\$0.00		
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>					
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>		
<b>ENDING FUND BALANCE</b>					
		<u><u>\$1,697.00</u></u>	<u><u>\$0.00</u></u>		

Fiscal Position Report  
August 2020

Fund: 1300 Cafeteria Fund

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,508,445.64	\$1,397,803.80		
<b>REVENUES</b>						
2) Federal Revenues	8100-8299	\$0.00	\$0.00	\$3,446,197.00	0.00	100.00
3) Other State Revenues	8300-8599	\$0.00	\$0.00	\$238,568.00	0.00	100.00
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$147,680.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$3,832,445.00	0.00	100.00
<b>EXPENDITURES</b>						
2) Classified Salaries	2000-2999	\$106,388.45	\$139,730.13	\$1,186,093.00	11.78	88.22
3) Employee Benefits	3000-3999	\$27,405.08	\$43,694.98	\$469,472.00	9.31	90.69
4) Books and Supplies	4000-4999	\$64,569.28	\$67,169.90	\$1,918,591.00	3.50	96.50
5) Services, Oth Oper Exp	5000-5999	\$8,182.40	\$8,907.13	(\$22,548.00)	(39.50)	139.50
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$35,000.00	0.00	100.00
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	\$175,000.00	0.00	100.00
9) Total Expenditures		\$206,545.21	\$259,502.14	\$3,761,608.00	6.90	93.10
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>(\$206,545.21)</u>	<u>(\$259,502.14)</u>	<u>\$70,837.00</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$1,248,943.50</u></u>	<u><u>\$1,468,640.80</u></u>		

Fiscal Position Report  
August 2020

Fund: 1400 Deferred Maintenance Fund

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$4,265.72	\$4,265.72		
<b>REVENUES</b>						
1) LCFF Sources	8010-8099	\$0.00	\$300,000.00	\$300,000.00	100.00	0.00
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$3,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$300,000.00	\$303,000.00	99.01	0.99
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$9,295.00	\$9,295.00	\$221,000.00	4.21	95.79
6) Capital Outlay	6000-6999	\$11,463.90	\$47,991.40	\$86,265.72	55.63	44.37
9) Total Expenditures		\$20,758.90	\$57,286.40	\$307,265.72	18.64	81.36
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>(\$20,758.90)</u>	<u>\$242,713.60</u>	<u>(\$4,265.72)</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$246,979.32</u></u>	<u><u>\$0.00</u></u>		

Fiscal Position Report  
August 2020

Fund: 1500 Pupil Transportation Equip

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$360,121.84	\$360,121.84		
<b>REVENUES</b>						
3) Other State Revenues	8300-8599	\$0.00	\$0.00	\$1,657,663.00	0.00	100.00
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$8,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$1,665,663.00	0.00	100.00
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$1,936,720.63	0.00	100.00
9) Total Expenditures		\$0.00	\$0.00	\$1,936,720.63	0.00	100.00
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$100,000.00	\$100,000.00	100.00	0.00
4) Total, Other Financing Sources/Uses		\$0.00	\$100,000.00	\$100,000.00	100.00	0.00
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>\$0.00</u>	<u>\$100,000.00</u>	<u>(\$171,057.63)</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$460,121.84</u></u>	<u><u>\$189,064.21</u></u>		

Fiscal Position Report  
August 2020

Fund: 2000 SPECIAL RESERVE FUND FOR OTHER F

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$6,860,525.75	\$6,860,525.75		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$68,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$68,000.00	0.00	100.00
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$0.00	\$178,000.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$0.00	\$0.00	\$178,000.00	0.00	100.00
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$246,000.00</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$6,860,525.75</u></u>	<u><u>\$7,106,525.75</u></u>		



Fiscal Position Report  
August 2020

Fund: 2100 Building Fund-Local

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$2,047.19	\$2,047.19		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$0.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$0.00	0.00	100.00
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	(\$10,000.00)	\$2,047.19	(488.47)	588.47
9) Total Expenditures		\$0.00	(\$10,000.00)	\$2,047.19	(488.47)	588.47
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$0.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$0.00	\$0.00	\$0.00	0.00	100.00
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>\$0.00</u>	<u>\$10,000.00</u>	<u>(\$2,047.19)</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$12,047.19</u></u>	<u><u>\$0.00</u></u>		

Fiscal Position Report  
August 2020

Fund: 2110 Building Funds - Local 1

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$2,192,761.01	\$2,192,761.01		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$30,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$30,000.00	0.00	100.00
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$8,037.16	\$8,237.16	\$652,000.00	1.26	98.74
9) Total Expenditures		\$8,037.16	\$8,237.16	\$652,000.00	1.26	98.74
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$1,000,000.00	\$1,000,000.00	\$1,570,761.01	63.66	36.34
4) Total, Other Financing Sources/Uses		(\$1,000,000.00)	(\$1,000,000.00)	(\$1,570,761.01)	63.66	36.34
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>(\$1,008,037.16)</u>	<u>(\$1,008,237.16)</u>	<u>(\$2,192,761.01)</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$1,184,523.85</u></u>	<u><u>\$0.00</u></u>		

Fiscal Position Report  
August 2020

Fund: 2120 Building Funds - Local 2

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$77,000.00	0.00	100.00
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$77,000.00</b>	<b>0.00</b>	<b>100.00</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$4,700,000.00	0.00	100.00
2) Other Sources/Uses						
A) Sources	8930-8979	\$0.00	\$0.00	\$7,720,000.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,020,000.00</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,097,000.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$0.00</b>	<b>\$3,097,000.00</b>		

Fiscal Position Report  
August 2020

Fund: 2500 CapitalFacilities Fund

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$520,178.31	\$520,178.31		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$169,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$169,000.00	0.00	100.00
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$65,019.00	\$165,000.00	39.41	60.59
9) Total Expenditures		\$0.00	\$65,019.00	\$165,000.00	39.41	60.59
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$0.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$0.00	\$0.00	\$0.00	0.00	100.00
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>\$0.00</u>	<u>(\$65,019.00)</u>	<u>\$4,000.00</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$455,159.31</u></u>	<u><u>\$524,178.31</u></u>		

Fiscal Position Report  
August 2020

Fund: 3500 SCHOOL FACILITY PROGRAM

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,794,417.57	\$1,794,417.57		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$0.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$0.00	0.00	100.00
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$0.00	\$0.00	0.00	100.00
6) Capital Outlay	6000-6999	\$2,181,137.44	\$2,185,637.44	\$8,040,589.88	27.18	72.82
9) Total Expenditures		\$2,181,137.44	\$2,185,637.44	\$8,040,589.88	27.18	72.82
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$1,000,000.00	\$1,000,000.00	\$6,270,761.01	15.95	84.05
4) Total, Other Financing Sources/Uses		\$1,000,000.00	\$1,000,000.00	\$6,270,761.01	15.95	84.05
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>(\$1,181,137.44)</u>	<u>(\$1,185,637.44)</u>	<u>(\$1,769,828.87)</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$608,780.13</u></u>	<u><u>\$24,588.70</u></u>		

Fiscal Position Report  
August 2020

Fund: 4000 Special Reserve - Capital Outlay

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,182,144.91	\$1,182,144.91		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$12,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$12,000.00	0.00	100.00
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$0.00	0.00	100.00
9) Total Expenditures		\$0.00	\$0.00	\$0.00	0.00	100.00
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$0.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$0.00	\$0.00	\$0.00	0.00	100.00
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$12,000.00</u>		
<b>ENDING FUND BALANCE</b>			<u><u>\$1,182,144.91</u></u>	<u><u>\$1,194,144.91</u></u>		

Fiscal Position Report  
August 2020


Fund: 6720 Self-Insurance/Other

		August Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$589,055.53	\$589,055.53		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$8,087.71	\$12,774.23	\$753,000.00	1.70	98.30
5) Total, Revenues		<b>\$8,087.71</b>	<b>\$12,774.23</b>	<b>\$753,000.00</b>	<b>1.70</b>	<b>98.30</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$68,338.96	\$133,321.22	\$749,000.00	17.80	82.20
9) Total Expenditures		<b>\$68,338.96</b>	<b>\$133,321.22</b>	<b>\$749,000.00</b>	<b>17.80</b>	<b>82.20</b>
NET INCREASE (DECREASE) IN FUND BALANCE		<u>(\$60,251.25)</u>	<u>(\$120,546.99)</u>	<u>\$4,000.00</u>		
ENDING FUND BALANCE			<u><u>\$468,508.54</u></u>	<u><u>\$593,055.53</u></u>		

Hanford Elementary School District  
HUMAN RESOURCES DEPARTMENT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Jaime Martinez 

DATE: September 14, 2020

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

☒ Information  
☐ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **September 23, 2020**

**ITEM:** Receive the District's Initial Proposal for a Successor Agreement between Hanford Elementary School District (HESD) and California School Employees Association (CSEA).

**PURPOSE:** To meet the "sunshining" requirements for collective bargaining proposal prior to the commencement of negotiations.

The current collective bargaining agreement between the District and CSEA expired on June 30, 2020.

**FISCAL IMPACT:** Unknown; proposal is subject to negotiation.

**RECOMMENDATION:** Receive proposal for information only.



**HANFORD ELEMENTARY SCHOOL DISTRICT'S  
INITIAL PROPOSAL  
FOR SUCCESSOR COLLECTIVE BARGAINING AGREEMENT WITH  
CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA)  
Effective July 1, 2020**

**Article 2: Recognition**

Revise language to exclude Part Time Playground Positions from the unit.

**Article 4: Personnel Files and Evaluation Procedures**

Change evaluation increments to align with new 6 month probationary period per new law (AB 1353).

**Article 5: Organizational Rights**

Replace old orientation language with language from MOU from 2017 and clarify process.

**Article 6: Organizational Security**

Update to align with current law related to Janus Decision.

**Article 8: Employee Status**

Update probationary period to 6 months to align with new law (AB 1353).

**Article 9: Unit Vacancies**

Change mutual agreement language from "Union" to "Chapter President" for mutual agreement to go to an open recruitment.

**Article 12: Hours and Overtime**

Update Overtime language to align with Labor Code.

**Article 16: Leaves**

Revise Parental Bonding Leave to include language that leave shall normally be taken in 2 week increments unless approved by Superintendent or designee.

**Article 22: Health and Welfare Benefits**

Discuss Health and Welfare Benefits in light of current budget conditions.


**Article 26: Effect of Agreement**

Change dates and reduce the number of additional articles per side to 1 in between full contract years.

Hanford Elementary School District  
HUMAN RESOURCES DEPARTMENT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Jaime Martinez 

DATE: September 14, 2020

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

☒ Information  
☐ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **September 23, 2020**

**ITEM:** Receive California School Employees Association's (CSEA's) Initial Proposal for a Successor Agreement between Hanford Elementary School District and CSEA.

**PURPOSE:** To meet the "sunshining" requirements for collective bargaining proposals prior to the commencement of negotiations.

The current collective bargaining agreement between the District and CSEA expired on June 30, 2020.

**FISCAL IMPACT:** Unknown; proposal is subject to negotiation.

**RECOMMENDATION:** Receive proposal for information only.

**Initial Proposal**  
**from CSEA and its Hanford Elementary Chapter No. 344**  
**to Hanford Elementary School District**  
**2020-2023 Successor Negotiations**  
 September 1, 2020

California School Employees Association and its Hanford Elementary Chapter No. 344 hereby submits its initial proposal for the successor contract period of July 1, 2020 through June 30, 2023 on the following items:

**ARTICLE 5: ORGANIZAITONAL RIGHTS**—add language to provide for a fifteen (15) minute training on how to use District email and systems for employees.

**ARTICLE 6: ORGANIZATIONAL SECURITY**—update the language in this section to bring it into compliance based on Janus vs. AFSCME, incorporate the language from the AB 119 MOU signed in 2017.

**ARTICLE 8: EMPLOYEE STATUS**—update the language in this section to bring it into line with AB 1353 (Wicks).

**ARTICLE 22: HEALTH AND WELFARE BENEFITS**—increase the District contribution to fully cover the 80% plan.

**ARTICLE 26: EFFECT OF AGREEMENT**—update the language in this section to reflect a new term of July 1, 2020-June 30, 2023 and two reopeners in 2021-22 and 2022-23.

**(NEW ARTICLE) ARTICLE 27: STAFF DEVELOPMENT AND TRAINING**—create an article that provides professional development and training opportunities for classified employees each year.

**MISCELLANEOUS**—revise the Media Services Aide (MSA) job description and add additional hours based on the new duties.

**All other provisions of the collective bargaining agreement in force to June 30, 2020 shall remain in full force and effect.**

**The Association reserves the right to make additional proposals at any time during the bargaining process; including, but not limited to responses to proposals made by the District.**

## HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Debra Colvard

DATE: August 14, 2020 *LC*FOR: ☒ Board Meeting  
☐ Superintendent's CabinetFOR: ☐ Information  
☒ Action

Date you wish to have your item considered: September 23, 2020

**ITEM:** Consider approval of a Memorandum of Understanding (MOU) with the Sinclair Research Group.**PURPOSE:** The Sinclair Research Group will provide the HESD Induction Program a complete program evaluation of the Clear Administrative Services Credential (CASC) Induction program for the 2020-2021 academic year. All of the services provided support and align with the Commission on Teacher Credentialing (CTC) Accreditation process. The services include, but are not limited to, online surveys regarding program performance which are completed by Candidates and Coaches. All of the tools used by the Sinclair Research Group are all aligned to the state Common Standards for Induction and the HESD Program Standards for Induction.**FISCAL IMPACT:** \$7,000 to be paid from Title II  
0100-4035-0-0000-2140-580009-005-0000**RECOMMENDATIONS:** Approve



Sinclair Research Group  
PO Box 5032 • Sacramento, CA 95817  
916-767-3117 • [sgc@sinclairgroup.org](mailto:sgc@sinclairgroup.org)

In consideration of the mutual covenants and promises contained herein, this *Memorandum of Understanding* (MOU) is agreed between Sinclair Group of Companies, Inc. (hereafter called Sinclair Research Group), a legal corporation in the State of California, (Registered at 3734 1st Avenue, Sacramento, Ca 95817, Tax Identification Number 72-1616434) and the following entity:

Clear Administrative Services Credential Program  
Debbie Colvard, Director  
Hanford Elementary School District  
934 Katie Hammond Lane  
Hanford, CA 93239

1. This MOU will commence on July 1, 2020 and will end on June 30, 2021 and outlines the current understanding of both parties.
2. SRG will provide support for the *California Commission on Teacher Credentialing* accreditation process; in particular, SRG will complete program evaluation process for the above Program for the 2020-2021 academic year.
3. The program evaluation system is based on the formative Program assessment process, the *CTC Pre-Conditions, Common Standards, and Standards of Quality and Effectiveness for Clear Administrative Services Credential Programs*. (Each evaluation question, it's reporting, and all conclusions, commendations and recommendations will be aligned with the appropriate Pre-Condition or Standard.)
4. The program evaluation adheres to *Common Standard 4: Continuous Improvement (CTC 2015)* which reads as follows:

The education *unit* develops and implements a comprehensive continuous improvement process at both the *unit* level and within each of its *programs* that identifies program and *unit* effectiveness and makes appropriate modifications based on findings.

- The education *unit* and its programs regularly assess their effectiveness in relation to the course of study offered, fieldwork and clinical practice, and *support* services for candidates.
- Both the *unit* and its *programs* regularly and systematically collect, analyze, and use candidate and *program completion* data as well as data reflecting the effectiveness of *unit* operations to improve *programs* and their *services*.

The continuous improvement process includes multiple sources of data including 1) the extent to which candidates are prepared to enter professional practice; and 2) feedback from *key stakeholders* such as employers and community *partners* about the quality of the preparation.



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(916)-767-3117 • [sgc@sinclairgroup.org](mailto:sgc@sinclairgroup.org)

11. SRG has included the above entity as an additional insured party on its comprehensive General Liability Insurance Policy (UDC-4480608-CGL-20). This policy covers all activities of SRG's personnel performing the obligations of this MOU with coverage of one million dollars (\$1,000,000) for any incident (\$2,000,000 aggregate). A copy can be forwarded upon request. Please note that the employees of Sinclair Research Group do not, at any time, travel to or physically visit the students or teachers in this district.

In consideration of Sinclair Research Group fulfilling this program evaluation work, the Program shall pay Sinclair Research Group a total fee of \$7000. (This is a special consideration price reduced from \$8000.) The fee will be paid in the following manner: \$3500 (50%) due on September 1, 2020; \$1750 (25%) due December 1, 2020; and \$1750 (25%) due May 1, 2021.

Modifications to this Memorandum of Understanding may be made with the written consent of both parties.

The authorized signatures affixed and dated below indicate the consent to this Memorandum of Understanding.

By: WB. Rolland Date: 5/14/20  
 William B Rolland, PhD, Chief Executive Officer  
 Sinclair Group of Companies, Inc. (Tax Identification Number: 72-1616434)

By: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title \_\_\_\_\_



## Hanford ESD (CASC) DATA COLLECTION

TOOL OR PROCESS 20-21	Stakeholder	Date to Open Survey	Date to Close Survey
1. <b>SUMMATIVE REPORT</b> – Wraps up all reports and highlights strengths and areas for growth. Comparisons given of your results with results for all other SRG programs.	No data to collect. Report generally delivered in August 2020 (depending on the date that all programs have closed their surveys)		
2. <b>TRENDS OVER TIME</b> – Tracks positive and negative trends for any data set three years or more.	No data to collect. Report delivered in September		
3. <b>Administrator Coach/Mentor Self-Assessment</b> – Self-reflective survey to surface areas where the coach/mentor may need more support or training.	Admin Coach/Mentor		
4. <b>Completer Report</b> – Send to SRG for analysis of Significant Differences and alignment with Standards. Will receive from CTC in November 2020	Please forward this to us as soon as you receive it from CTC.		
5. <b>Administrator Coach/Mentor Year-End Survey</b> - Common and Program Standards. Often matched with questions asked of candidates. (If you have multiple cohorts, you may ask SRG to close, analyze and report more than once per year.)	Admin Coach/Mentor	Available in February	
6. <b>Candidate Year-End Survey</b> - Questions aligned to all Common Standards and Guidelines. Often matched with questions asked of mentors. (If you have multiple cohorts, you may ask SRG to close, analyze and report more than once per year.)	Candidate	Available in February	
7. <b>Candidate Assessment of Mentor Training &amp; Effectiveness</b> - Confidential; Survey will address the qualifications and quality of mentoring; Fulfills the requirement for mentor “evaluation.” Data collection combined with above			
8. <b>Candidate CPSEL PRE/POST-Assessment</b> – <i>Completed by exiting candidates only.</i> Results will generate two data sets: <i>Competence on Exiting the Program</i> and <i>Growth Over Time in Program.</i>	2nd Year Candidates only	Available in February	
9. <b>Professional Learning Feedback System</b> - Ongoing			
10. <b>Mock Site Review via Zoom</b> – To be scheduled			



## HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Debra Colvard *DC*

DATE: August 14, 2020

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

Date you wish to have your item considered: September 23, 2020

**ITEM:** Consider approval of a Memorandum of Understanding (MOU) with the Sinclair Research Group.

**PURPOSE:** The Sinclair Research Group will provide the HESD Induction Program a complete program evaluation of the General Education and Education Specialist Teacher Induction programs for the 2020-2021 academic year. All of the services provided support and align with the Commission on Teacher Credentialing (CTC) Accreditation process. The services include, but are not limited to, online surveys regarding program performance which are completed by Induction Candidates, Induction Mentors and Site Administrators. All of the tools used by the Sinclair Research Group are all aligned to the state Common Standards for Induction and the HESD Program Standards for Induction.

**FISCAL IMPACT:** \$10,500 to be paid from Title II  
0100-4035-0-0000-2140-580009-005-0000

**RECOMMENDATIONS:** Approve



Sinclair Research Group  
PO Box 5032 • Sacramento, CA 95817  
916-767-3117 • [sgc@sinclairgroup.org](mailto:sgc@sinclairgroup.org)

In consideration of the mutual covenants and promises contained herein, this *Memorandum of Understanding* (MOU) is agreed between Sinclair Group of Companies, Inc. (hereafter called Sinclair Research Group), a legal corporation in the State of California, (Registered at 3734 1st Avenue, Sacramento, Ca 95817, Tax Identification Number 72-1616434) and the following entity:

Teacher Induction Program  
Debbie Colvard, Director  
Hanford Elementary School District  
934 Katie Hammond Lane  
Hanford, CA 93239

1. This MOU will commence on July 1, 2020 and will end on June 30, 2021 and outlines the current understanding of both parties.
2. SRG will provide support for the *California Commission on Teacher Credentialing* accreditation process; in particular, SRG will complete program evaluation process for the above Program for the 2020-2021 academic year.
3. The program evaluation system is based on the formative Program assessment process, the *CTC Pre-Conditions, Common Standards, and Standards of Quality and Effectiveness for Professional Teacher Induction Programs*. (Each evaluation question, it's reporting, and all conclusions, commendations and recommendations will be aligned with the appropriate Pre-Condition or Standard.)
4. The program evaluation adheres to *Common Standard 4: Continuous Improvement (CTC 2015)* which reads as follows:

The education *unit* develops and implements a comprehensive continuous improvement process at both the *unit* level and within each of its *programs* that identifies program and *unit* effectiveness and makes appropriate modifications based on findings.

- The education *unit* and its programs regularly assess their effectiveness in relation to the course of study offered, fieldwork and clinical practice, and *support* services for candidates.
- Both the *unit* and its *programs* regularly and systematically collect, analyze, and use candidate and *program* *completer* data as well as data reflecting the effectiveness of *unit* operations to improve *programs* and their *services*.

The continuous improvement process includes multiple sources of data including 1) the extent to which candidates are prepared to enter professional practice; and 2) feedback from *key stakeholders* such as employers and community *partners* about the quality of the preparation.



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to pilot test, they will be able to do so at no charge. The Scope of Work will be reviewed and agreed between the above-named program and Sinclair Research Group and added to this MOU as Appendix A.

11. The contracting entity agrees that all such material shall remain the exclusive ownership of Sinclair Group of Companies, Inc. This includes all survey questions, data collection designs, and alignments. The contracting entity may not reproduce or in any way utilize survey questions, data collection designs, and standards alignments for competitive purposes or provide them to others, including the use of the materials to provide substantially similar evaluations within or outside of the contracting entity. The contracting entity will have a limited right to use and reproduce reports developed as part of the evaluation services of Sinclair Group of Companies, Inc.
12. SRG has included the above entity as an additional insured party on its comprehensive General Liability Insurance Policy (UDC-4480608-CGL-20). This policy covers all activities of SRG's personnel performing the obligations of this MOU with coverage of one million dollars (\$1,000,000) for any incident (\$2,000,000 aggregate). A copy can be forwarded upon request. Please note that the employees of Sinclair Research Group do not, at any time, travel to or physically visit the students or teachers in this district.

In consideration of Sinclair Research Group fulfilling this program evaluation work, the Program shall pay Sinclair Research Group a total fee of \$10,500. This includes the Overall results, disaggregated results for General Education and Education Specialist, and analysis of Professional Learning Events (regularly \$13,000 at a special consideration price.) The fee will be paid in the following manner: \$5250 (50%) due on September 1, 2020; \$2625 (25%) due December 1, 2020; and \$2625 (25%) due May 1, 2021.

Modifications to this Memorandum of Understanding may be made with the written consent of both parties.

The authorized signatures affixed and dated below indicate the consent to this Memorandum of Understanding.

By: WB. Rolland Date: 5/14/20  
 William B Rolland, PhD, Chief Executive Officer  
 Sinclair Group of Companies, Inc. (Tax Identification Number: 72-1616434)

By: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title \_\_\_\_\_



# Hanford Elementary School District

## SCOPE OF WORK 2020-2021

TOOL or SURVEY	Notes		
1. <b><u>SUMMATIVE REPORT</u></b> – Once results from all the programs with which SRG works, a report will be sent to you that compares the “all program results” with results from your program for the <u>previous</u> academic year.	Usually completed during August (This can be held up because several programs have not yet closed their surveys, and therefore everyone’s results are held up.)		
2. <b><u>TRENDS OVER TIME</u></b> - Analysis and reporting on data collecting over three (minimum) years.	Completed during fall		
3. <b><u>ADS Data Collection</u></b> – CTC requires data to be collected from all teacher candidates. Generally, this is just demographic data often collected by HR. However, some of this data is a little bit sensitive. If you wish, we will collect this data for you and forward it to you at your request.	Available throughout the year <a href="http://www.research.net/r/ctcads2021">www.research.net/r/ctcads2021</a>  Let us know when you want the data and we will send it		
4. <b><u>MENTOR SELF ASSESSMENT</u></b> - Use at beginning of year as needs assessment. Also for (1) baseline for first year mentor report, and (2) comparing how experienced mentor are doing over time. (If you need another copy of the rubric, the growth plan, and the lesson plan, just let us know and will resend it.) (If you wish, you may send this to PIPs & STPS mentors as well. We will analyze and report this additional data at no charge.)	Available from August throughout the year <a href="http://www.research.net/r/msa2021">www.research.net/r/msa2021</a>  Let us know when you want us to close this survey and analyze the data.		
5. <b><u>COMPLETER SURVEY</u></b> – Completers fill out a survey when they apply for their credential with CTC. CTC sends the resulting report to your program (not to SRG). If you forward this report to us, SRG, will analyze the differences in your results and the state-wide shared result, show where there are statistically significant differences, and align it to Standards.	Send this to Sinclair Research Group when you receive it from CTC (Generally in November or December)		
6. <b><u>MID-YEAR CANDIDATE SURVEY</u></b> - Examines fidelity of implementation, results are compared with mentor results, formative purpose. (5-minute response time)	<table border="1"> <tr> <td data-bbox="1015 1493 1161 1724">Opens Nov. 15</td><td data-bbox="1161 1493 1453 1724">Closes Dec. 30 We will check with you at the beginning of January to make sure you are ready to close this survey</td></tr> </table>	Opens Nov. 15	Closes Dec. 30 We will check with you at the beginning of January to make sure you are ready to close this survey
Opens Nov. 15	Closes Dec. 30 We will check with you at the beginning of January to make sure you are ready to close this survey		



7. <b><u>MID-YEAR MENTOR SURVEY</u></b> - Examines fidelity of implementation, results are compared with candidate results, formative purpose.(5-minute response time))	Opens Nov. 15	Closes Dec. 30 We will check with you at the beginning of January to make sure you are ready to close this survey
8. <b><u>SITE ADMINISTRATOR SURVEY</u></b> – For all site administrators who currently have teacher candidates at their site (3 minutes response time)	Available from September throughout the year Let us know when you want us to close this survey and analyze the data.	
9. <b><u>LEADERSHIP SURVEY</u></b> – For district leaders (superintendent and assistant, union leaders, IHE, program leadership, steering committee, etc. - 3-minute response time)	Available from September throughout the year Let us know when you want us to close this survey and analyze the data.	
10. <b><u>YEAR-END MENTOR SURVEY</u></b> – Year-end assessment of program impact, compared with candidate results, formative and summative (5-minute response time)	Year-End Let us know when you want us to close this survey and analyze the data.	
11. <b><u>YEAR-END CANDIDATE SURVEY</u></b> – Year-end assessment of program impact, compared with mentor results, formative and summative (5-minute response time) Data collected with survey below	Year End	
12. <b><u>CANDIDATE FEEDBACK ON MENTOR TRAINING &amp; EFFECTIVENESS</u></b> - Feedback from candidate re. mentor as required by Standards, assessment of mentor needs. (Raw data on mentors shared with program). Data collected with <i>Candidate Annual Survey</i> above	Let us know when you want us to close this survey and analyze the data.	
13. <b><u>CSTP PRE/POST SELF-ASSESSMENT</u></b> – Specific pre/post analysis of growth over time in induction, <i>intended for exiting 2<sup>nd</sup> year (and ECO) candidates only. This survey is very important for showing evidence for Common Standard 5 (and other Program Standards). Collecting this data will give you a report on <u>Candidate Current Competence AND Candidate Growth Over Time.</u></i>	Year End  Let us know when you want us to close this survey and analyze the data.	
14. <b><u>Professional Learning Feedback System</u></b>	Ongoing	
15. <b><u>Mock Site Review – via Zoom</u></b>	To be scheduled	



# HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Doug Carlton

DATE: September 15, 2020

For: ☒ Board Meeting  
☐ Superintendent's Cabinet

For: ☐ Information  
☒ Action

Date you wish to have your item considered: September 23, 2020

### **ITEM: Learning Continuity and Attendance Plan**

**PURPOSE:** The Learning Continuity and Attendance Plan documents the efforts the district will take in 2020-2021 to:


- Provide continuity of learning
- Address the impact of COVID-19 on pupils, staff, and the community
- Provide classroom-based instruction and distance learning
- Support students who have experienced learning loss due to school closures in 2019-2020
- Support students who are at risk of experiencing future learning loss due to potential future school closures
- Support students' mental health, and socio/emotional well-being
- Provide school nutrition for students attending school in-person and through distance learning
- Provide professional development for teachers and staff to support distance learning and social distancing practices

**FISCAL IMPACT:** A Learning Continuity and Attendance Plan is a requirement for receiving funds under the Local Control Funding Formula

**RECOMMENDATION:** Approve the Learning Continuity and Attendance Plan

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

**TO:** Joy C. Gabler

**FROM:** Jaime Martinez 

**DATE:** September 14, 2020

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

**DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED:** **September 23, 2020**

**ITEM:** Consider approval of personnel transactions and related matters.

**PURPOSE:**

**a. Resignations**

- Lizeth Barraza Alcala, Substitute Yard Supervisor, effective 8/17/19 (revised date)
- Elizabeth Bolanos, Yard Supervisor – 3.5 hrs., Simas, effective 9/18/20
- Carolina Muñoz Gomez, Substitute READY Program Tutor – 4.5 hrs., effective 3/13/20

**b. Termination due to Failure to Respond to Annual Notification**

- Ryan Freitas, Substitute Custodian and Groundskeeper, effective 10/19/19
- Norma Quintana, Substitute Alternative Education Aide, Special Education Aide and Special Circumstance Aide, effective 4/3/20

**c. Promotion/Change in Work Year**

- Bernadette Bracy, from Substitute Telephone Caller – 8.0 hrs. (10-month), to Personnel Specialist – 8.0 hrs. (12-month), Human Resources, effective 9/14/20

**RECOMMENDATION:** Approve.