

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, May 11, 2022

HESD District Office Board Room

714 N. White Street, Hanford, CA

OPEN SESSION

5:30 p.m.

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

OPEN SESSION

- Take action on closed session items

CLOSED SESSION

- **Student Discipline** *(Education Code Section 48918... requires closed sessions in order to prevent the disclosure of confidential student record information)*

Administrative Panel Recommendations

Case# 22-15 Wilson

Case# 22-16 CDS

- **Personnel** *(Pursuant to Government Code Section 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)
 - Agency Representatives: J. Gabler & J. Martinez
 - Employee Organization: HETA; CSEA

OPEN SESSION

5:45 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

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 April 19, 2022; April 20, 2022; April 22, 2022 and April 29, 2022.
- b) Approve minutes of Regular Board Meeting held on April 27, 2022.
- c) Approve interdistrict transfers as recommended.
- d) Approve donation of \$4,933.50 from Jefferson Parent Teacher Club.
- e) Approve donation of \$6,700.00 from Simas Parent Teacher Club.
- f) Approve donation of \$1,770.61 from Washington Parent Teacher Club.

3. INFORMATION ITEMS

- a) Receive California School Employee Association's (CSEA) Initial Proposal for the 2022-2023 amendments to the 2020-2023 Collective Bargaining Agreement between HESD and CSEA (reopened articles) (Martinez)
- b) Receive the District's Initial Proposal to CSEA for the 2022-2023 amendments to the 2020-2023 Collective Bargaining Agreement between HESD and CSEA (reopened articles) (Martinez)
- c) Receive for information the Triennial Assessment – Wellness Policy (McConnell)
- d) Receive for information the following revised Administrative Regulation: (Endo)
 - 3311.2 – Lease-Leaseback Contracts
- e) Receive for information the following revised Administrative Regulation: (Endo)
 - 3311.3 – Design-Build Contracts

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider adoption of Resolution #24-22: Regarding Absent Board Member Compensation (Gabler)
- b) Consider award for the Richmond Elementary and Roosevelt Elementary Phase 2 Modernization (Potter)
- c) Consider award for the Hamilton Elementary Exterior Painting Project (Potter)
- d) Hear comments from the public and accept Hanford Elementary Teachers Association's (HETA) initial proposal for a successor agreement between HETA and HESD (Martinez)
- e) Hear comments from the public and accept the District's initial proposal for a successor agreement between HESD and HETA (Martinez)
- f) Consider approval of the following revised Board Policy and Administrative Regulation: (McConnell)
 - 5148.2 – Before/After School Programs
- g) Consider approval of the following revised Board Policy and Administrative Regulation: (McConnell)
 - 6164.5 – Student Success Teams

5. PERSONNEL (Martinez)

- a) Employment
 - New Hire
 - Vanessa Chavez, Yard Supervisor – 3.25 hrs., Lincoln, effective 4/19/22
 - Elizabeth Steen, Yard Supervisor – 2.5 hrs., Washington, effective 4/19/22
 - Joseph Williams, Yard Supervisor – 3.5 hrs., Monroe, effective 4/19/22
 - Classified Temps/Sub

- Michael Leon, Substitute READY Program Tutor, effective 4/21/22

Short Term Classified

- Silvia Foreman, Short Term Special Circumstance Aide – 5.75 hrs., Simas, effective 4/19/22-6/3/22
- Maribel Gonzalez Salas, Short Term Yard Supervisor – 3.25 hrs., Simas, effective 5/2/22-6/3/22
- Lori Urrutia, Short Term Yard Supervisor – 2.25 hrs., Richmond, effective 5/2/22-6/3/22

b) Job Descriptions

- Paraprofessional (TK/K) (new)

c) Salary Wage Schedules for 2022-23

- Classified Salary Schedule (Revised)

d) Resignations

Classified

- Samantha Ramirez, READY Program Tutor – 4.5 hrs., Washington, effective 4/22/22

Certificated

- Carmen Alvarez-Vargas, School Social Worker, King, effective 6/10/22
- Rachel Manes, Teacher, King, effective 6/3/22

e) Volunteers

<u>Name</u>	<u>School</u>
Avel Elizondo	Jefferson
Geraldine Esparza	Jefferson
Estefania Figallo	Jefferson
Richard Jennings, III	Jefferson
Karla Martinez	Jefferson
Nathaniel Serrato	Jefferson
Karen Venegas	Jefferson
Javier Bobadilla	King
Veronica Collins	King
Quantarshay Curtis	King
Hannah Felix	King
Shianah Gurrusquieta	King
Emely Lopez	King
John McCallion	King
Courtney Mendez	King
Andrea Munoz	King
Delia Sigala	King
Ana Bravo	Lincoln
Valarie Castellanos	Monroe
Xenia Contreras	Monroe
Michael Gonzales	Monroe
Roneey Hines	Monroe
Stacey Martin	Monroe
Randi Neumann	Monroe
Carrie-Anne Rumpak	Monroe

<u>Name</u>	<u>School</u>
Eulogia Avalos	Richmond
Dixie Barajas	Richmond
Jazmin Beucher	Richmond
Salvador Carrasco, Jr.	Richmond
Caryn Collins	Richmond
Luis Garcia	Richmond
Ricardo Garcia	Richmond
Kelli King	Richmond
Sagrario Millan	Richmond
Diana Ortega	Richmond
Patricia Pacheco	Richmond
Guadalupe Perez	Richmond
Krystal Shoals	Richmond
Rebecca Torres	Richmond
Ana Uribe Buenrostro	Richmond
Elizabeth Zaragosa	Richmond
Javier Rodriguez-Corona	Roosevelt
Zenallynn Desamito	Simas
Daisy Fuentes	Simas
Sylvia Fulton	Simas
Katie Giles-Resch	Simas
Eva Hendrix	Simas
Steve Long	Simas
Kevin Robertson	Simas
Victoria Weeks	Simas
Kristen Booth	Washington
Chesterina Medina	Washington
Nadia Telles	Washington

- f) Consider approval of University-Agency Agreement for Experiential Education between California State University, Fresno and the Hanford Elementary School District

- g) Short Term Employment

CERTIFICATED STAFF SUMMER PROGRAMS

Special Education Extended School Year – 4.5 hours/day

6/6/22 – 6/30/22 (preparation days 6/6-6/7 and no school on 6/20/22)

- Maribel Santiago, K-3 Teacher, Monroe School
- Sara Crisp, 4-6 Grade Teacher, Woodrow Wilson Junior High School
- Angel Hawkins, 7-8 Grade Teacher, John F. Kennedy Junior High School

Nursing Services for Summer Programs – 8 hours/day

- LeAnn Williamson, School Nurse, effective 6/6-6/10 (5 Days)
- Cara Cummings, School Nurse, effective 6/13-6/17 (5 Days)
- Sarah Zufelt, School Nurse, effective 6/21-6/24 (5 Days)

6. FINANCIAL (Endo)

- a) Consider adoption of the Resolution #22-22: Electric School Bus Incentive Program

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Joy Gabler
FROM: Jay Strickland
DATE: May 2, 2022

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

Date you wish to have your item considered: May 11, 2022

ITEM: Administrative Panel Recommendations

PURPOSE:

Case# 22-15– Wilson

Case# 22-16- CDS

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 05/02/2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 05/11/2022

ITEM:

Consider approval of warrants.

PURPOSE:

The administration is requesting the approval of the warrants as listed on the registers dated: 04/19/22, 04/20/22, 04/22/22 and 04/29/22.

FISCAL IMPACT:

See attached.

RECOMMENDATIONS:

Approve the warrants.

Warrant Register For Warrants

Dated 04/19/2022

Warrant Number	Vendor Number	Vendor Name	Amount
12684014	6431	AMAZON.COM – Materials/Supplies, Books	\$8,018.07
12684015	5119	ATHLETIC STUFF – Warehouse Inventory	\$511.58
12684016	3251	BLACKBEARD'S – Band Field Trip	\$2,921.00
12684017	149	BLICK ART MATERIALS – Materials/Supplies	\$361.86
12684018	6630	CALIFORNIA SCIENCE LEAGUE – Other Services	\$275.00
12684019	1667	CDW GOVERNMENT INC. – Materials/Supplies	\$507.07
12684020	7123	CHILD1ST PUBLICATIONS LLC – Materials/Supplies	\$635.59
12684021	3089	COMMITTEE FOR CHILDREN – Other Services	\$2,719.00
12684022	414	DELL COMPUTER CORPORATION – Materials/Supplies	\$9,198.56
12684023	416	DEMCO INC. – Materials/Supplies	\$2,161.77
12684024	4815	DIGITECH INTEGRATIONS INC – Materials/Supplies	\$1,008.02
12684025	6412	FATTE ALBERTS PIZZA COMPANY – Materials/Supplies	\$353.93
12684026	3643	FERGUSON ENTERPRISES LLC #686 – Warehouse Inventory	\$1,888.55
12684027	571	GEARY PACIFIC SUPPLY – Materials/Supplies	\$195.79
12684028	7035	GREAT MINDS – Books	\$1,155.27
12684029	3656	HANFORD AUTO & TRUCK PARTS – Materials/Supplies	\$429.77
12684030	2188	THE HOME DEPOT PRO – Warehouse Inventory	\$354.57
12684031	7881	INNOVED – Hamilton Study Trip	\$2,633.75
12684032	6573	IXL LEARNING – Other Services	\$5,308.00
12684033	7457	KG COMMUNICATIONS INC. – Other Services	\$1,174.45
12684034	796	KINGS COUNTY OFFICE OF ED – Travel/Conference	\$600.00
12684035	986	LAWNMOWER MAN – Materials/Supplies	\$1,592.62
12684036	912	MANGINI ASSOCIATES INC. – JFK & Jefferson Shade Projects	\$123.17
12684037	970	MERCED CO. OFFICE OF EDUCATION – Other Services	\$6,000.00
12684038	1004	MORRISON'S SILKSCREEN – Materials/Supplies	\$644.63
12684039	7280	PUT-IN-CUPS LLC – Materials/Supplies	\$333.28
12684040	1403	STANISLAUS FOUNDATION – DENTAL – Health/Welfare Benefits	\$10,665.40
12684041	4381	STAPLES - BUSINESS ADVANTAGE – Materials/Supplies, Warehouse Inv	\$2,680.47
12684042	6671	TULARE COUNTY OFFICE OF EDUCATION – Monroe Study Trip	\$600.00
12684043	6370	VALLEY COYOTES – Other Services	\$150.00
Total Amount of All Warrants:			\$65,201.17

Credit Card Register For Payments
Dated 04/19/2022

Document Number	Vendor Number	Vendor Name	Amount
14033085	4276	LEARNING A-Z – Other Services	\$1,500.00
14033086	1147	POSITIVE PROMOTIONS – Materials/Supplies	\$1,094.13
Total Amount of All Credit Card Payments:			\$2,594.13

**Warrant Register For Warrants
Dated 04/20/2022**

Warrant Number	Vendor Number	Vendor Name	Amount
12684299	433	DISCOVERY CENTER – Hamilton Study Trip	\$908.00
Total Amount of All Warrants:			\$908 . 00

Warrant Register For Warrants

Dated 04/22/2022

Warrant Number	Vendor Number	Vendor Name	Amount
12684350	6745	JUANA AGUILAR – Reimburse-Materials/Supplies	\$48.75
12684351	7929	JESSICA ALVAREZ – Reimburse-Other Services	\$37.00
12684352	7921	MICHELLE ALVAREZ – Reimburse-Other Services	\$25.00
12684353	6431	AMAZON.COM – Materials/Supplies	\$4,958.25
12684354	5545	CASSANDRA ARCEO – Reimburse-Mileage	\$23.66
12684355	7923	EZEKIEL ARROYO – Reimburse-Mileage	\$10.71
12684356	7922	ELISHA BUSH – Reimburse-Other Services	\$37.00
12684357	4223	BUTTERFLY & NATURE GIFT STORE INC – Materials/Supplies	\$151.23
12684358	7931	NELI CANCHOLA – Reimburse-Other Services	\$30.00
12684359	7311	KIMBERLY CARRERA – Reimburse-Materials/Supplies	\$73.57
12684360	7936	JOANA CASILLAS – Reimburse-Other Services	\$25.00
12684361	1667	CDW GOVERNMENT INC. – Other Services	\$13,495.00
12684362	7927	ROSALINA CONTRERAS – Reimburse-Other Services	\$37.00
12684363	4178	COOK'S COMMUNICATION – Services/Repair	\$158.35
12684364	3973	DANIELLE DARPLI – Reimburse-Mileage	\$43.47
12684365	7649	ANTHONY DIAZ – Reimburse-Mileage	\$60.67
12684366	427	DIDAX – Materials/Supplies	\$723.77
12684367	433	DISCOVERY CENTER – Roosevelt Study Trip	\$1,246.00
12684368	497	EMPLOYMENT DEVELOPMENT DEPT. – State Unemployment Insurance	\$63,497.17
12684369	2155	JAVIER ESPINDOLA – Reimburse-Materials/Supplies	\$82.49
12684370	7937	CHARLENE ESQUIVEL – Reimburse-Other Services	\$25.00
12684371	2157	YOLANDA GOMES – Reimburse-Study Trip	\$50.40
12684372	7934	MICHAEL GONZALES – Reimburse-Other Services	\$30.00
12684373	5946	THE HARTFORD – Health/Welfare Benefits	\$1,457.00
12684374	5513	HARMINI HERNANDEZ – Reimburse-Materials/Supplies	\$104.25
12684375	2188	THE HOME DEPOT PRO – Materials/Supplies	\$1,078.88
12684376	5052	IMAGINE U CHILDRENS MUSEUM – Washington Study Trip	\$700.00
12684377	5052	IMAGINE U CHILDRENS MUSEUM – Roosevelt Study Trip	\$500.00
12684378	7640	KASEYA US LLC – Other Services	\$23,806.80
12684379	778	KEENAN & ASSOC. MED. EYE SERV. – Health/Welfare Benefits	\$10,928.53
12684380	1783	KELLER MOTORS – Materials/Supplies	\$88.18
12684381	7679	LEARNING WITHOUT TEARS – Materials/Supplies	\$98.86
12684382	7925	RUBY LOBATO – Reimburse-Other Services	\$25.00
12684383	881	LOS ANGELES COUNTY – Books, eBooks	\$63.32
12684384	4629	LOWE'S OF HANFORD – Materials/Supplies	\$365.06
12684385	1937	ME-N-ED'S PIZZERIA – Materials/Supplies	\$174.29
12684386	7732	METLIFE SMALL MARKET – Health/Welfare Benefits	\$4,536.76
12684387	7930	GUADALUPE MONTALVO DE RUIZ – Reimburse-Other Services	\$37.00
12684388	3377	GERRY MULLIGAN – Refund-Retiree Benefits	\$107.00
12684389	2909	MARCELA NICOLE NASH – Reimburse-Mileage	\$38.61
12684390	7924	VIVIAN NAVARRO ALVAREZ – Reimburse-Other Services	\$37.00
12684391	5510	NEWEGG.COM – Materials/Supplies	\$471.37
12684392	1058	OFFICE DEPOT – Materials/Supplies	\$533.55
12684393	1087	TRAVIS C. PADEN – Reimburse-Other Services	\$30.00
12684394	7928	ESTELA PATINO – Reimburse-Other Services	\$25.00
12684395	1116	TRINIDAD PEREZ – Reimburse-Materials/Supplies	\$210.83
12684396	7926	MELISSA PHILLIPS – Reimburse-Other Services	\$37.00
12684397	4465	CYNTHIA PURSELL – Reimburse-Materials/Supplies	\$75.80

Warrant Register For Warrants

Dated 04/22/2022

Warrant Number	Vendor Number	Vendor Name	Amount
12684398	2597	BARBARA RAMOS – Refund-Retiree Benefits	\$18.00
12684399	2993	TIM REVIOUS – Reissue Benefits Refund	\$3.16
12684400	7751	JOSE ROSAS – Reimburse-Mileage	\$87.40
12684401	7935	CARRIE RUMPAK – Reimburse-Other Services	\$37.00
12684402	6328	SAM ACADEMY – Washington Study Trip	\$2,280.00
12684403	6328	SAM ACADEMY – Roosevelt Study Trip	\$1,938.00
12684404	6328	SAM ACADEMY – Roosevelt Study Trip	\$1,824.00
12684405	7682	SCIENCE GUYS OF BALTIMORE – Other Services	\$1,350.00
12684406	3131	SHERWIN-WILLIAMS CO – Materials/Supplies	\$784.43
12684407	7644	SIERRA SANITATION INC – Services/Repair	\$483.65
12684408	1356	SILVAS OIL COMPANY INC. – Materials/Supplies	\$2,159.22
12684409	1367	SISC III – Health/Welfare Benefits	\$631,881.00
12684410	7933	MARK SMITH – Reimburse-Other Services	\$25.00
12684411	6995	SOCIAL THINKING PUBLISHING – Books	\$905.06
12684412	1403	STANISLAUS FOUNDATION – DENTAL – Health/Welfare Benefits	\$15,218.40
12684413	5909	TAPSPACE PUBLICATIONS LLC. – Other Services	\$28.00
12684414	4064	TULARE COUNTY OFFICE OF ED – Travel/Conference	\$100.00
12684415	3749	ULINE INC - Materials/Supplies	\$96.38
12684416	7603	JEANNETTE VALDEZ – Reimburse-Mileage	\$9.71
12684417	7310	SELINA VALLES – Reimburse-Materials/Supplies	\$31.98
12684418	3863	WILLIAM WILKINSON – Reimburse-Mileage	\$61.19
12684419	7932	DEBORAH WILSON – Reimburse-Other Services	\$37.00
12684420	1649	LUPE YADETA – Reimburse-Materials/Supplies	\$261.43
12684421	7447	GERALDINE ZUNIGA – Reimburse-Other Services	\$41.00

Total Amount of All Warrants:

\$790,060.59

Credit Card Register For Payments
Dated 04/22/2022

Document Number	Vendor Number	Vendor Name	Amount
14033136	4125	DISCOUNT SCHOOL SUPPLY – Materials/Supplies	\$86.31
14033137	831	LAKESHORE LEARNING MATERIALS – Materials/Supplies	\$3,117.96
14033138	6018	NAfME – Membership Dues	\$151.00
14033139	1753	SMILEMAKERS – Materials/Supplies	\$196.00
14033140	5391	STARFALL EDUCATION – Other Services	\$355.00
Total Amount of All Credit Card Payments:			\$3,906.27

Warrant Register For Warrants

Dated 04/29/2022

Warrant Number	Vendor Number	Vendor Name	Amount
12685098	6431	AMAZON.COM – Books, Materials/Supplies	\$51,494.97
12685099	59	ARAMARK UNIFORM & CAREER – Food Services-Other Services	\$528.15
12685100	6253	AT&T – Telephone Communications	\$2,308.06
12685101	91	AUTOMATED OFFICE SYSTEMS – Services/Repair	\$4,828.48
12685102	3258	BANK OF AMERICA – Travel/Conference, Materials/Supplies	\$3,493.78
12685103	1363	BEST BUY – Food Services-Food	\$9.97
12685104	7399	BIMBO BAKERIES USA – Food Services-Food	\$3,024.52
12685105	6964	CENTRAL VALLEY PRINT SOLUTIONS – Materials/Supplies	\$528.58
12685106	5507	LUCILA CERVANTES – Food Services-Refund	\$25.00
12685107	3426	TERESA COYT – Food Services-Mileage Reimb	\$48.20
12685108	415	DELRAY TIRE & RETREADING INC. – Services/Repair	\$178.48
12685109	5786	DOCUMENT TRACKING SERVICES – Other Services	\$7,890.00
12685110	5710	E & M'S REPTILE FAMILY LLC – Other Services	\$295.00
12685111	5489	ECS IMAGING INC. – Other Services	\$10,488.00
12685112	7730	FIGUEROA CONCRETE PARTNERS – Simas Shade Project	\$26,482.00
12685113	7699	EVELYN GALVAN – Reimburse-Materials/Supplies	\$50.11
12685114	1393	GAS COMPANY – Utilities	\$6,560.45
12685115	591	GOLD STAR FOODS – Food Services-Food	\$16,110.21
12685116	6804	MARGARITA GONZALES – Reissue Reimburse-Materials/Supplies	\$12.47
12685117	7939	TINA GUZMAN – Reimburse-Other Services	\$37.00
12685118	647	HANFORD JT. UNION HIGH SCHOOL – Other Services	\$813.00
12685119	7940	MICHELLE HERNANDEZ – Reimburse-Other Services	\$37.00
12685120	685	HI-LINE – Materials/Supplies	\$352.27
12685121	2188	THE HOME DEPOT PRO – Materials/Supplies	\$2,734.83
12685122	7412	AUDRA JAURIGUI – Food Services-Mileage Reimb	\$60.31
12685123	2062	JOHN'S INCREDIBLE PIZZA – Monroe Field Trip	\$270.43
12685124	3962	KINGS COUNTY GLASS – Services/Repair	\$439.04
12685125	6652	KINGS CULTURAL CENTER – Other Services	\$200.00
12685126	7675	JENNIFER LAIRD – Reissue Reimburse-Materials/Supplies	\$197.35
12685127	7260	LOWE'S PRO SERVICES – Materials/Supplies	\$3,035.08
12685128	7878	MARENEM INC – Materials/Supplies	\$480.15
12685129	6905	BLANCA MARTINEZ – Reimburse-Materials/Supplies	\$350.00
12685130	5018	WAIVE MAZE – Food Services-Mileage Reimb	\$40.71
12685131	5769	DIANA MEDELLIN Food Services-Food Reimb	\$60.72
12685132	1074	OUTDOOR CREATIONS INC. – Materials/Supplies	\$9,867.00
12685133	5111	P & R PAPER SUPPLY COMPANY INC – Food Services-Materials/Supplies	\$1,871.84
12685134	1087	TRAVIS C. PADEN – Reimburse-Other Services	\$30.00
12685135	1168	PRODUCERS DAIRY PRODUCTS – Food Services-Food	\$12,549.35
12685136	5898	ANNELIESE ROA – Food Services-Reimb Food, Mileage	\$122.19
12685137	3851	PATRICIA RODRIGUEZ – Reimburse-Materials/Supplies	\$400.00
12685138	7693	REGINA SANTIAGO – Food Services-Mileage Reimb	\$17.72
12685139	3569	WENDI SANTIMORE – Food Services-Mileage Reimb	\$43.75
12685140	1303	SAVE MART SUPERMARKETS – Food Services-Food	\$139.96
12685141	1801	SMART & FINAL STORES (HFD KIT) – Food Services-Food	\$202.68
12685142	6324	AMANDA SMITH – Food Services-Mileage Reimb	\$43.87
12685143	1403	STANISLAUS FOUNDATION – DENTAL – Health/Welfare Benefits	\$7,143.62
12685144	7338	CINDY STOWE – Reissue Reimburse-Materials/Supplies	\$43.24
12685145	7938	LANDON SUNIA – Reimburse-Other Services	\$25.00

Warrant Register For Warrants

Dated 04/29/2022

Warrant Number	Vendor Number	Vendor Name	Amount
12685146	1444	SYSCO FOODSERVICES OF MODESTO – Food Services-Food	\$73,559.91
12685147	7941	GLORIA TAYLOR – Food Services-Refund	\$66.95
12685148	7328	MIRIAM THOMPSON – Food Services-Mileage Reimb	\$37.73
12685149	1521	UNITED REFRIGERATION INC. – Materials/Supplies	\$2,402.25
12685150	7310	SELINA VALLES – Reimburse-Materials/Supplies	\$98.11
12685151	7159	ZACHARY WESTOVER – Reissue Reimburse-Travel/Conference	\$63.98
12685152	7247	FREDERICK WILLIAMS – Reissue Reimburse-Materials/Supplies	\$200.00
12685153	1649	LUPE YADETA – Reimburse-Materials/Supplies	\$84.01

Total Amount of All Warrants:

\$252,477.48

Credit Card Register For Payments
Dated 04/29/2022

Document Number	Vendor Number	Vendor Name	Amount
14033179	599	GOPHER SPORT – Materials/Supplies	\$167.67
14033180	806	KINGS COUNTY TROPHY – Materials/Supplies	\$930.94
14033181	827	LA TAPATIA TORTILLERIA INC. – Food Services-Food	\$814.72
14033182	831	LAKESHORE LEARNING MATERIALS – Books	\$402.14
14033183	1466	TERMINIX INTERNATIONAL – Food Services-Services	\$40.00
Total Amount of All Credit Card Payments:			\$2,355.47

Hanford Elementary School District
Minutes of the Regular Board Meeting
April 27, 2022

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on April 27, 2022, at the District Office Board Room, 714 N. White Street, Hanford, CA.

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

HESD Managers Present Joy C. Gabler, Superintendent, and the following administrators were present: Kristina Baldwin, Doug Carlton, David Goldsmith, Lucy Gomez, Robert Heugly, Jaime Martinez, Karen McConnell, William Potter, Jill Rubalcava and Jay Strickland.

CLOSED SESSION

Closed Session Trustees adjourned to closed session at 5:30 for the purpose of:

- Public Employee Performance Evaluation (GC 54957) - Superintendent

Open Session Trustees returned to open session at 5:57 p.m.

Personnel No action was taken by the Board.

PRESENTATION, REPORTS AND COMMUNICATIONS

Public Comments None

Board and Staff Comments Joy Gabler, Superintendent, shared Jefferson Academy, Lincoln Elementary, Martin Luther King Elementary, Monroe Elementary, Richmond Elementary, Roosevelt Elementary, Simas Elementary, Washington Elementary and Woodrow Wilson Junior High received the Pivotal Practice Award Program. Hanford Elementary School District was recognized as the California Pivotal Practice District. HESD schools are the only schools in Kings County acknowledged as California Pivotal Practice Schools. HESD is one of the two districts in Kings County acknowledged as California Pivotal Practice District.

Trustee Revious went to the track meet yesterday and stated HESD has some great athletes.

Trustee Strickland went to the Excellence in Education Award ceremony and stated HESD's descriptions of awardees were far superior to the other districts. Trustee Strickland congratulated the HESD Honorees.

Requests to Address the Board None

Dates to Remember

President Garner reviewed dates to remember: 40th Annual Track Meet – April 30th; Regular Board Meeting – May 11th; Employee Recognition – May 18th; Regular Board Meeting – May 25th.

CONSENT ITEMS

Change made to the minutes under Personnel, item 'c' was corrected to say 'Volunteers'.

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

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

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

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

The items approved are as follows:

- a) Warrant listings dated March 18, 2022; March 25, 2025; April 1, 2022; and April 8, 2022.
- b) Minutes of Regular Board Meeting held on March 23, 2022.
- c) Donation of \$1,495.00 from Washington Parent Teacher Club.
- d) Donation of \$1,720.09 from Washington Parent Teacher Club.

INFORMATION ITEMS

Williams Quarterly Report

- a) Joy Gabler, Superintendent, presented for information the third quarterly report regarding Williams Uniform Complaints. The District had zero complaints.

Wellness Policy

- b) Karen McConnell, Assistant Superintendent to Special Services, presented for information the Executive Summary – Wellness Policy. Due to COVID they could not implement the 'sharing table' and uninterrupted 20-minute for lunch. Areas implemented: Positive Behavior Intervention Systems, social-emotional support adding 9 counselors and 2 social workers, menu tasting, Cal Fresh Nutrition Partnership and Education Program, school gardens added to Richmond and Hamilton Elementary, Family Health Care Network partnership, and health support increasing the Licensed Vocational Nurse hours from 6 hours to 8 hours and hired an additional nurse.

President Garner suggested the Summer Meal Programs be added to the Wellness Program.

PAC

- c) Doug Carlton, Director of Program Development, Assessment & Accountability presented for information the report from the District Parent Advisory Committee for meeting on March 15, 2022. The PAC received information on LCAP Goal #4, HESD's performance on State Indicators, LCAP outcomes for chronic absenteeism and suspension rates for 2023-24 and LCAP programs that support school climate. The PAC recommended the district approves the 2023-24 expected outcomes for the LCAP, continues to provide support for student and continue to provide support for foster and homeless students. The superintendent received the recommendation and concurred with the recommendations.

DELAC

- d) Lucy Gomez, Director of Curriculum, presented for information the report from the District English Learner Advisory Committee for meeting on March 17, 2022. The DELAC received information on reclassification procedures for EL students, parental notifications that are required to be sent home for EL students, district's test scores and LCAP expected outcomes for ELA and Math, district's program and services for EL students, district's professional development programs for teachers and consolidated application and federally funded program and services for students. The DELAC recommended the district continues to implement the reclassification processes and procedures for EL students, continue to deliver the required notifications to parents of EL students and the recommended LCAP expected outcome for ELA and Math. The superintendent received the recommendation and concurred with the recommendations.

**Monthly
Financials
7/1/21-
3/31/22**

- e) David Endo, Superintendent, presented for information the monthly financial reports for the period of 07/01/2021-02/28/2022. Everything is going according to plan.

**HETA's Initial
Proposal**

- f) Joy Gabler, Superintendent, presented for information the Hanford Elementary Teachers Association's (HETA's) Initial Proposal for a Successor Agreement between HETA and HESD.

**HESD's Initial
Proposal**

- g) Joy Gabler, Superintendent, presented for information the District's Initial Proposal for a Successor Agreement between HESD and HETA.

BP/AR 5148.2

- h) Karen McConnell, Assistant Superintendent to Special Services, presented for information the following revised Board Policy and Administrative Regulation:
- 5148.2 – Before/After School Programs

BP/AR 6164.5

- i) Karen McConnell, Assistant Superintendent to Special Services, presented for information the following new Board Policy and Administrative Regulation:
- 6164.5 – Student Success Teams

BOARD POLICIES AND ADMINISTRATION

- 2022 Delegate Assembly Ballot** a) Trustee Strickland made a motion to approve Mark Pescatore (Lemoore Union ESD) as the candidate for the Official 2022 Delegate Assembly Ballot Sub-region 10C (Kings County). Trustee Garcia seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes
- SARB** b) Trustee Garcia made a motion to approve the SARB Agreement with Kings County Office of Education for the 2022-23 School Year. Trustee Revious seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes
- MOU – City of Hanford** c) Trustee Garcia made a motion to approve the Memorandum of Understanding with the City of Hanford Parks and Recreation to provide 9 weeks of full day camp to 40 students, June 16th through August 5th. Trustee Strickland seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes
- SAM Academy Consultant Contract** d) Trustee Strickland made a motion to approve the consultant contract/study trip to SAM Academy for incoming grades 1st through 6th the weeks of 6/13, 6/21 and 6/27. Trustee Garcia seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes
- Institute of Reading Development Consultant Contract** e) Trustee Garcia made a motion to approve consultant contract with Institute of Reading Development for 6-week session of tutoring, reading and writing skills for 80 students. Trustee Revious seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes

**Roosevelt
Modernization**

- f) Trustee Strickland made a motion to approve the Roosevelt Modernization change order #2. Trustee Garcia seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes

**Lee Richmond
Modernization**

- g) Trustee Garcia made a motion to solicit bids for the Lee Richmond Modernization Project Phase 2. Trustee Strickland seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes

Surplus Items

- h) Trustee Garcia made a motion to declare surplus technology inventory. Trustee Revious seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes

BP/AR 6164.4

- i) Trustee Garcia made a motion to approve the revised Board Policy and Administrative Regulation 6164.4 – Identification and Evaluation of Individuals for Special Education. Trustee Strickland seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes

BP/AR 6164.41

- j) Trustee Garcia made a motion to approve the revised Board Policy and Administrative Regulation 6164.41 – Children with Disabilities Enrollment by Their Parents in Private School. Trustee Revious seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes

BP 7210

- k) Trustee Garcia made a motion to approve the revised Board Policy 7210 – Facilities Financing. Trustee Revious seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent

Revious – Yes
Strickland – Yes

PERSONNEL

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

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

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

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

Item "a" – Employment

The following items were approved:

New Hire

- Sierra Hilyard, READY Program Tutor – 4.5 hrs., King, effective 3/18/22
- Alayah Mendoza, Educational Tutor – 4.5 hrs., Monroe, effective 4/19/22
- Vivian Navarro Alvarez, Educational Tutor – 4.5 hrs., Wilson, effective 3/30/22
- Sandra Solorio, Licensed Vocational Nurse – 8.0 hrs., District Office, effective 4/19/22
- Erica Vega Olguin, Bilingual Clerk Typist I – 5.0 hrs., Wilson, effective 3/30/22

Classified Temps/Sub

- Michelle Alvarez, Substitute Yard Supervisor, effective 4/19/22
- Ariana Antonio, Substitute READY Program Tutor, effective 3/14/22
- Carlos Castellanos, Athletic Coach, effective 3/7/22
- Martha Medina Morales, Substitute Yard Supervisor, effective 3/31/22

Short Term Classified

- Dezirae De Soto, Short Term Yearbook Coordinator, effective 3/15/22-5/13/22
- Xavier Garcia, Short Term Alternative Education Program Aide – 5.5 hrs., Community Day School, effective 3/29/22-6/3/22
- Leslie Santamaria, Short Term READY Program Tutor – 4.5 hrs., Simas, effective 3/22/22-5/20/22
- April Tamayo-Alatorre, Short Term Clerk Typist II – 7.0 hrs., Community Day School, effective 3/29/22-5/4/22

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

- Carlos Castellanos, Girls 7th Softball, Wilson, effective 3/7/22-5/11/22

Promotion/Transfer

Classified

- Michelle Banuelos, from READY Program Tutor – 4.5 hrs., King, to Educational Tutor – 4.5 hrs., Simas, effective 3/28/22

- Waive Maze, from Food Service Utility Worker – 3.5 hrs., Food Services, to Lead Food Service Worker – 8.0 hrs., effective 4/19/22

Certificated

- Sara DeCuir, from Academic Coach, TRC, to Learning Director, Simas, effective 7/26/22
- Jennifer Levinson, from Learning Director, Simas, to Principal, Monroe, effective 7/26/22
- Peggy Noble, Academic Coach, TRC, to Curriculum Specialist, District Office, effective 7/1/22
- Juan Padilla, from Teacher, Jefferson, to Learning Director, Lincoln, effective 7/26/22
- Julie Pulis, from Principal, Monroe, to Curriculum Specialist, District Office, effective 7/1/22

Voluntary Demotion

- Amanda Smith, from Food Services Utility Worker – 3.5 hrs., Food Services, to Account Clerk I – 3.0 hrs., Washington, effective 4/19/22

Administrative Transfer

- Ashley Ruby, from READY Program Tutor – 4.5 hrs., Hamilton, to READY Program Tutor – 4.5 hrs., Washington, effective 3/21/22

More Hours/Days

- Anahi Reynosa, from Yard Supervisor – 3.0 hrs., Roosevelt, to Yard Supervisor – 3.5 hrs., Roosevelt, effective 3/22/22

***Item "b" –
Resignations***

Classified

- Anthony Acevedo, Substitute Custodian I, effective 2/18/22
- Connie Berna, Food Service Worker I – 3.25 hrs., Richmond, effective 4/22/22
- Vanessa Carson, Licensed Vocational Nurse – 8.0 hrs., Richmond, effective 4/27/22
- Rosie Holguin, READY Program Tutor – 4.5 hrs., Washington, effective 3/16/22
- Veronica Rodriguez, Substitute Yard Supervisor, effective 8/20/21
- Krystina Thompson, Substitute Yard Supervisor, effective 2/24/22
- Esmeralda Torres Gonzalez, Yard Supervisor – 3.5 hrs., Roosevelt, effective 4/1/22

Certificated

- Deloris Tara Keeton, School Nurse, effective 4/1/22
- Miguel Acosta, Teacher, Jefferson, effective 6/3/22
- Karina J. Acosta, Teacher, King, effective 6/3/22
- Christabel Guerrero, Teacher, Washington, effective 6/3/22
- Nichole Mercado, Teacher, Roosevelt, effective 6/3/22

***Item "c" –
Volunteers***

<u>Name</u>	<u>School</u>
Adriana Canchola	Hamilton
Jennifer Bays	Jefferson
Paul DeLatorre	Jefferson
Geraldine Esparza	Jefferson
Karen Venegas	Jefferson
Doreen Baez	King
Javier Bobadilla	King
Hannah Felix	King
Karla Manzo	King
John McCallion	King
Estevan Mendez	King
Jazmin Piceno	King

Griselda Ramos	King
Karen Almaraz	Lee Richmond
Nichole Armenta	Lee Richmond
Jazmin Beucher	Lee Richmond
Shakira Cisneros	Lee Richmond
Claudia Mireles	Lee Richmond
Lori Urruita	Lee Richmond
Ana Bravo	Lincoln
Brandy Ellis	Monroe
Kristine Frazier	Monroe
Malissa Frole	Monroe
Roneey Hines	Monroe
Jaime Thompson	Monroe
Kathy Vargas	Monroe
Lizbeth Andrade	Roosevelt
Engracia Esteves	Roosevelt
Anthony Servin	Roosevelt
Esmeralda Torres-Gonzales	Roosevelt
Katherine Baird	Simas
Meztli Curiel	Simas
Griselda Dupree	Simas
Charlene Esquivel	Simas
Daisy Fuentes	Simas
Steven Long	Simas
Susan Long	Simas
Frances Lopez	Simas
Kenneth Manasan	Simas
Carolina Ortega de Garcia	Simas
Andrea Pereda	Simas
Jessica Prock	Simas
Jennifer Rodriguez	Simas
Saffeels	Simas
Robert Sandoval	Simas
Leela Thackoor	Simas
Hanna Vierra	Simas
Micah Waggoner	Simas
Geraldine Zunigel	Simas
Paul Arevalo	Washington
Jennifer Carrillo	Washington
Amanda Gutierrez	Washington
Lynette Reyes	Washington
Nadia Telles	Washington

***Item "d" –
Short Term
Employment -
Certificated***

Summer Program Administrators:

- Sara DeCuir, June 13-17, June 21-24, June 27-July 1, July 5-8
- Carin De La Torre, June 8-10, June 13-17, June 21-24, June 27- July 1, July 5-8
- Miranda Mendoza-Robinson, June 13-17, June 21-24
- Steven Mueller, June 8-10, June 13-17, June 21-24, June 27-July 1
- Cynthia Pursell, Summer School Administrator, June 21-24, June 27-July 1

Summer Program Teachers:

Elementary

Date Range for Elementary Program

June 10th: Pre-service date
June 13-17
June 21-24
June 27-July 1
July 5-8

Teachers as assigned in one or more of
the date ranges above:

Adams, Rosa
Aguilar, Juana
Baldwin, Scott
Banuelos, Mary Ann
Beer, Rachel
Bell Peggy
Cartledge, Nicole
Castaneda, Catherine
Castro, Neyda
Cavanaugh, Josie
Coz, Kathryn
DeCuir, Sara
DeLeon, Gabriel
Eastman, Lisa
Farrar, Alexis
Fierro, Omar
Flores, Rose
Foster, Crystal
Garivay, Priscilla
Gonzales, Jessica
Gonzalez, Eva
Griffith, Leslie
Heugly, Katie
Howell, Lindsay
Jasso, Jana
Bailey, Jeffus
Laird, Jennifer
Lambert, Morgan
Lastiri, Emily
Lawson, Maria
Magpayo, Annise
Maldonado-Hubanks, Monica
Marroquin, Lisa
Mayfield, Kelley
McCarty, Laura
Mederos, Elizabeth
Medina, Christina
Mercado, Audree
Monzon, Jacqueline

Jr. High

Date Range for Jr. High Program

June 10th: Pre-service date
June 8-10
June 13-17
June 21-23
June 27-30
July 11-15

Teachers as assigned in one or more of
the date ranges above:

Cole, Chuck
Cortinas, Carrie
Coz, Kathryn
Cruz, Jose Luis
DeCuir, Sara
Doyel, Jacquelyn
Eck, Anthony
Fierro, Omar
Gonsalves, Peter
Juarez, Damien
Paden, Travis
Scott-McCallion, Melisa
Silva, April
Stowe, Cindy
Strambi, Pauline
Tracy, Melissa
Wittus, Jennifer

Munro, Megan
Niblett, Teresa
O'Daniel, Julie
Ortega, Janell
Pierotte, Kerry
Pollard, Madison
Porras, Anthony
Porras, John
Porras, Maria
Princetta, Jeremy
Ramirez, Alicia
Romero, Mariah
Rosales, Maria
Ryan, Tracy
Sanchez, Victor
Shuklian, Shannon
Silva, Diana
Sippel, Katherine
Stowe, Cindy
Tafolla, Mario
Vasquez, Oswaldo
Vasquez, Roberta
Vidal, Craig
Williams, Frederick
Xiong, Michael

FINANCIAL

- 2022-23 LCAP** a) Trustee Garcia made a motion to approve the Comprehensive Maintenance Plan the 2022-2023 Local Control Accountability Plan (LCAP) and District budget public hearing date of June 8, 2022 at 5:30 pm. Trustee Revoius seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes
- Resolution #19-22** b) Trustee Strickland made a motion to adopt the Resolution #19-22 State Building Funds Application for the Richmond Elementary and Roosevelt Elementary modernization project. Trustee Revious seconded; motion carried 4-0:
Garcia – Yes
Garner – Yes
Hernandez – Absent
Revious – Yes
Strickland – Yes
- Resolution #20-22** c) Trustee Garcia made a motion to adopt the Resolution #20-22 California Environmental Quality Act (CEQA) Exemption – Hanford Elementary School District Solar Project Phase II. Trustee Strickland seconded; motion carried 4-0:
Garcia – Yes

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

Resolution #21-d) 22 Trustee Strickland made a motion to adopt the Resolution #21-22 that allows the district to apply for a loan from the California Energy Commission's Energy Conservation Assistance Act (ECAA) – Education Subaccount Competitive Loan Program. Trustee Garcia seconded; motion carried 4-0:

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

Fund 20 e) Trustee Garcia made a motion to approve the transfer of funds to Fund 20 (Special Reserve for Post Retirement Benefits). Trustee Strickland seconded; motion carried 4-0:

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

Adjournment There being no further business, President Garner adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Joy C. Gabler,
Secretary to the Board of Trustees

Approved:

Jeff Garner, President

Lupe Hernandez, Clerk

No	Reason	A/D	Sch Req'd	Home Sch	Date
I-266	O	A	Monroe	Pioneer	5/02/2022
I-267	FSY	A	Lincoln	Lakeside	5/02/2022
I-268	FSY	A	Lincoln	Lakeside	5/02/2022
I-269	FSY	A	CDS	Lakeside	5/02/2022
I-270	FSY	A	Lincoln	Lakeside	5/02/2022
I-271	FSY	A	Lincoln	Lakeside	5/02/2022
I-272	FLI	A	Jefferson	Armona	5/02/2022
I-273	FYS	A	Kennedy	Kit Carson	5/02/2022
I-274	CC	A	Monroe	KRH	5/02/2022
I-275	FSY	A	Kennedy	Lemoore	5/02/2022

No	Reason	A/D	Sch Req'd	Home Sch	Date
O-167	FSY	A	Lemoore	Simas	5/02/2022
O-168	FSY	A	Lemmoore	Simas	5/02/2022
O-169	O	A	Armona	Monroe	5/02/2022
O-170	FLY	A	Lemoore	Wilson	5/02/2022

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Javier Espindola

DATE: April 29, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 11, 2022

ITEM: Donation of \$4,933.50 from Jefferson Parent Teacher Club to Jefferson Academy.**PURPOSE:** To be used to purchase 4 picnic benches for Jefferson Academy.**FISCAL IMPACT:** Increase of \$4,933.50 to Jefferson Budget as follows:

0100-1100-0-1110-1000-440000-021-0000 \$ 4,933.50

RECOMMENDATIONS: Accept Donation

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form**TO:** Joy Gabler**FROM:** Amy Fochetti**DATE:** 05/02/2022**FOR:** (X) Board Meeting
() Superintendent's Cabinet**FOR:** () Information
(X) Action

Date you wish to have your item considered: May 11, 2022

ITEM: Consider approval of donations from PTC Club to Simas General
Fund :**PURPOSE:** General Fund (Yearbooks, Awards, Sports Rewards, EOY 6th grade
Reward, etc.) – 0100-1100-0-1110-1000-430000-027-0000**FISCAL IMPACT:**

\$6700.00

RECOMMENDATION: Approve donation.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Lindsay Hastings

DATE: 4/8/22

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 4/27/22

ITEM: Consider approval of donations to HESD-Washington School from: Washington PTC, Total donation of \$1,770.61.

PURPOSE: Yard equipment for students

FISCAL IMPACT: 0100-1100-0-1110-1000-430000-028-0000

RECOMMENDATIONS: Approve donation

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Jaime Martinez

DATE: May 3, 2022

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

(X) Information
() Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 11, 2022**

ITEM: Receive California School Employees Association's (CSEA's) Initial Proposal for 2022-2023 amendments to the 2020-2023 Collective Bargaining Agreement between Hanford Elementary School District (HESD) and CSEA (reopened articles).

PURPOSE: To initiate the negotiation process for 2022-2023 amendments to the Collective Bargaining Agreement between HESD and CSEA. The current 3-year Agreement allows for re-negotiating Article 22 Health and Welfare Benefits and/or Article 23 Pay and Allowances and two additional articles each.

FISCAL IMPACT: Unknown; proposal is subject to negotiation.

RECOMMENDATION: Receive proposal for information only.

Initial Proposal of the
California School Employees Association and its Chapter 344
to the
Hanford Elementary School District
for the 2022-2023 Reopener Negotiations
April 21, 2022

ARTICLE 16 - Leaves

CSEA intends to negotiate updated language and enhanced use of leaves.

ARTICLE 22 – Health and Welfare Benefits

CSEA intends to negotiate an increase to the District cap to cover the rising costs of healthcare.

ARTICLE 23 – Pay and Allowances

CSEA prepared to negotiate a fair salary increase.

All other provisions of the collective agreement in force to June 30, 2023 shall remain in full force and effect and shall be incorporated within the provisions of the agreement.

Hanford Elementary School District
PERSONNEL DEPARTMENT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Jaime Martinez

DATE: May 3, 2022

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

(X) Information
() Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 11, 2022**

ITEM: Receive the District's Initial Proposal to California School Employees Association (CSEA) for 2022-2023 amendments to the 2020-2023 Collective Bargaining Agreement between Hanford Elementary School District (HESD) and CSEA (reopened articles).

PURPOSE: To initiate the negotiation process for 2020-2023 amendments to the Collective Bargaining Agreement between HESD and CSEA. The current 3-year Agreement allows for re-negotiating Article 22 Health and Welfare Benefits and/or Article 23 Pay and Allowances, and two additional Articles each.

FISCAL IMPACT: Unknown; proposal is subject to negotiation.

RECOMMENDATION: Receive proposal for information only.

**HANFORD ELEMENTARY SCHOOL DISTRICT'S
INITIAL PROPOSAL
CSEA CONTRACT REOPENERS 2022-2023
Effective July 1, 2022**

Article 12: Hours and Overtime

Reduce the response timeframe for an increase in hours.

Article 22: Health and Welfare Benefits

Discuss the current District contribution toward Employee Health and Welfare Benefits in combination with salary schedule adjustments.

Article 23: Pay and Allowances

Discuss classified salary schedule adjustments in combination with Employee Health and Welfare benefit contributions.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Karen McConnell

DATE: May 3, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: May 11, 2022

ITEM: Triennial Assessment – Wellness Policy**PURPOSE:** Provide required triennial report on District Wellness Policy**FISCAL IMPACT:** None**RECOMMENDATIONS:**

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 05/02/2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: 05/11/2022

ITEM:

Receive the following Administrative Regulation for information:

AR 3311.2 – Lease-Leaseback Contracts

PURPOSE:

Regulation updated to (1) include the maximum term for the lease-leaseback contract as specified in law, (2) reflect the requirement for site and plan approval prior to entering into an agreement, (3) add optional language for a board resolution declaring the intent to enter into a lease-leaseback contract, and (4) move evaluation criteria into the list of items that must be included in the request for sealed proposals. Regulation also reflects NEW LAW (AB 2311, 2020) which requires districts to include in all bid documents and construction contracts a notice that the project is subject to state "skilled and trained workforce" requirements.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Consider adoption of the following Administrative Regulation at the next board meeting:

AR 3311.2 – Lease-Leaseback Contracts

Regulation 3311.2: Lease-Leaseback Contracts

Status: ADOPTED

Original Adopted Date: ~~10/25/2017~~12/01/2016 | Last Revised Date: 03/01/2021 | Last Reviewed Date: 12/01/2016

The district may lease currently owned district property to any person, firm, or corporation for a minimum of \$1 per year for a term not to exceed 99 years, as long as the lease requires the person, firm, or corporation to construct a building or buildings on the property for the district's use during the lease and the property and building(s) will vest in the district at the expiration of the lease ("lease-leaseback"). (Education Code 17403, 17406)

~~(cf. 3280 – Sale or Lease of District-Owned Real Property)~~

~~(cf. 3312 – Contracts)~~

Before the district enters into such a lease or agreement, it shall have available a site upon which a building may be constructed for use by the district, shall have complied with requirements related to the selection and approval of sites, and shall have prepared and adopted plans and specifications for the building that have been approved in accordance with Education Code 17280-17316. (Education Code 17402)

Procedures for Awarding the Contract

The district's intent to enter into a lease-leaseback contract may be described in a resolution adopted by the Governing Board which includes, but is not be limited to, a description of the available site and the building to be constructed, the amount and term of the lease, and where to obtain information about the procedures for submitting a proposal.

Any lease-leaseback contract shall be awarded through a competitive "best value" procurement process whereby a person, firm, or corporation is selected on the basis of objective criteria for evaluating the qualifications of proposers, with the resulting selection representing the best combination of price and qualifications. ~~To make this determination, the district shall use the following procedures:~~ (Education Code 17400, 17406)

~~1. To make this determination, the district shall use the following procedures: (Education Code 17406; Public Contract Code 2600)~~

1. Request for Sealed Proposals: The Superintendent or designee shall prepare a request for sealed proposals which shall include:

- a. An estimate of the project's price
- b. A clear, precise description of any preconstruction services that may be required and the facilities to ~~be constructed~~ be constructed
- c. The key elements of the contract to be awarded
- d. A description of the format that proposals shall follow and the elements they shall contain
- e. The standards the district will use in evaluating proposals and the qualifications of the proposers, including:
 - i. Relevant experience
 - ii. Safety record

- iii. Price proposal, including, at the district's discretion, either a lump-sum price for the contract to be awarded or the proposer's proposed fee to perform the services requested, including the proposer's proposed fee to perform preconstruction services or any other work related to the facilities to be constructed, as requested by the district
- iv. Whether each criterion will be evaluated on a pass-fail basis or will be scored as part of the "best value" score, and whether proposers must achieve any minimum qualification score for award of the contract
- v. For each scored criterion, the methodology and rating or weighting system that will be used by the district in evaluating the criterion, including the weight assigned to the criterion and any minimum acceptable score
- vi. Other factors established by the district

f. The date on which proposals are due

g. The timetable the district will follow in reviewing and evaluating proposals

h. ~~2-~~A statement that the project is subject to the skilled and trained workforce requirements specified in Public Contract Code 2600-2603

2. Notice: At least 10 days before the date for receipt of the proposals, the Superintendent or designee shall give notice of the request for sealed proposals using both of the following methods:

a. Providing notice at least once a week for two weeks in a local newspaper of general circulation pursuant to Public Contract Code 20112

~~Contract Code 20112~~

b. Providing notice in a trade paper of general circulation published in the county where the project is located

The Superintendent or designee also may post the notice on the district's web site or through an electronic portal.

3. Prequalification: A proposer shall be prequalified in accordance with Public Contract Code 20111.6(b)-(m) in order to submit a proposal. Any electrical, mechanical, and plumbing subcontractors shall be subject to the same prequalification requirements.

~~(cf. 3311 – Bids)~~

~~4. Evaluation Criteria: The request for sealed proposals shall identify all criteria that the district will consider in evaluating the proposals and qualifications of the proposers, including relevant experience, safety record, price proposal, and other factors specified by the district. The price proposal shall include, at the district's discretion, either a lump-sum price for the contract to be awarded or the proposer's proposed fee to perform the services requested, including the proposer's proposed fee to perform preconstruction services or any other work related to the facilities to be constructed, as requested by the district.~~

~~The request for sealed proposals shall specify whether each criterion will be evaluated on a pass-fail basis or will be scored as part of the "best value" score, and whether proposers must achieve any minimum qualification score for award of the contract. For each scored criterion, the district shall identify the methodology and rating or weighting system that will be used by the district in evaluating the criterion, including the weight assigned to the criterion and any minimum acceptable score.~~

5.4. Evaluation of Proposals: All proposals received shall be reviewed to determine whether they meet the format requirements and the standards specified in the request for sealed proposals. The district

shall evaluate the qualifications of the proposers based solely upon the criteria and evaluation methodology set forth in the request for sealed proposals, and shall assign a best value score to each proposal. Once the evaluation is complete, all responsive proposals shall be ranked from the highest best value to the lowest best value to the district.

6.5. Award of Contract: The award of the contract shall be made by the ~~Governing~~ Board to the responsive proposer whose proposal is determined, in writing by the Board, to be the best value to the district.

If the selected proposer refuses or fails to execute the tendered contract, the Board may award the contract to the proposer with the second highest best value score, if deemed in the best interest of the district. If that proposer then refuses or fails to execute the tendered contract, the Board may award the contract to the proposer with the third highest best value score.

Upon issuance of a contract award, the district shall publicly announce its award, identifying the entity to which the award is made, along with a statement regarding the basis of the award. The statement regarding the contract award and the contract file shall provide sufficient information to satisfy an external audit.

7.6. Rejection of Proposals: At its discretion, the Board may reject all proposals and request new proposals.

Any lease-leaseback agreement shall be reviewed by the district's legal counsel to ensure that all required terms, including a lease term that provides for the district's occupancy of the building or improved property during the lease and an appropriate financing component, are included in the agreement.

Skilled and Trained Workforce

Prior to entering into a lease-leaseback agreement, the Superintendent or designee shall have on file the contractor's enforceable commitment that the contractor and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades. ~~(Education Code 17407.5 The entity may demonstrate such commitment through a project labor agreement, by becoming a party to the district's project labor agreement, or through an agreement with the district to provide evidence of compliance on a monthly basis during the performance of the project or contract. (Education Code 17407.5; Public Contract Code 2602))~~

~~Skilled and trained workforce means that all the workers performing the work are either skilled journeypersons or apprentices registered in a state-approved apprenticeship program. At least 60 percent of the skilled journeypersons employed to perform the work shall be graduates of an apprenticeship program for the applicable occupation or at least 60 percent of the hours worked by skilled journeypersons shall be performed by graduates of an apprenticeship program, with the exception of certain occupations specified in Public Contract Code 2601 which are subject to a 30 percent threshold. (Public Contract Code 2601)~~

~~If the contractor fails to provide the monthly report demonstrating compliance with the skilled and trained workforce requirements or provides an incomplete report, the district shall withhold further payments until a complete report is provided. If a report does not demonstrate compliance with the skilled and trained workforce requirements, the district shall withhold further payments until the contractor provides a sufficient plan to achieve substantial compliance with respect to the relevant apprenticeable occupation, prior to completion of the contract or project. In addition, the district shall forward to the Labor Commissioner a copy of the monthly report, any plan to achieve compliance, and the district's response to that plan. (Public Contract Code 2602)~~

~~Any lease-leaseback agreement shall be reviewed by the district's legal counsel to ensure that all required terms, including a lease term that provides for the district's occupancy of the building or improved property during the lease and an appropriate financing component, are included in the agreement.~~

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 05/02/2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☒ Information
☐ Action

Date you wish to have your item considered: 05/11/2022

ITEM:

Receive the following Administrative Regulation for information:
 AR 3311.3 – Design-Build Contracts

PURPOSE:

Regulation updated to reflect NEW LAW (AB 2311, 2020) which requires districts to include in all bid documents and construction contracts a notice that the project is subject to state "skilled and trained workforce" requirements. Regulation also adds a definition of "skilled and trained workforce," and describes the district's responsibilities if the contractor fails to demonstrate compliance with these requirements.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Consider adoption of the following Administrative Regulation at the next board meeting:
 AR 3311.3 – Design-Build Contracts

Regulation 3311.3: Design-Build Contracts

Status:

ADOPTED

Original Adopted Date: ~~10/25/2017~~12/01/2016 | Last Revised Date: 03/01/2021 | Last Reviewed Date: 12/01/2016

The Governing Board may approve a contract with a single entity for both design and construction of any school facility in excess of \$1,000,000, awarding the contract to either the low bid or the best value as determined by evaluation of objective criteria. (Education Code 17250.20)

~~(cf. 3311—Bids)~~

~~(cf. 3312—Contracts)~~

~~(cf. 7110—Facilities Master Plan)~~

~~(cf. 7140—Architectural and Engineering Services)~~

Design-build documents shall not include provisions for long-term project operations, but may include operations during a training or transition period. (Education Code 17250.25)

Procedures for Awarding the Contract

The procurement process for design-build projects shall be as follows: (Education Code 17250.25, 17250.35; Public Contract Code 2600)

1. ~~1.~~Performance Specifications: The district shall prepare a set of documents setting forth the scope and estimated price of the project. The documents may include, but are not limited to:

a. The size, type, and desired design character of the project

b. Performance specifications that cover the quality of materials, equipment, and ~~workmanships.~~
workmanship

~~b-c.~~ c. Preliminary plans or building layouts

~~d.~~

d. Any other information deemed necessary to describe adequately the district's needs

The performance specifications and any plans shall be prepared by a design professional who is duly licensed and registered in California.

~~2.~~

2. Prequalification: The district shall prepare and issue a request for qualifications in order to prequalify, or develop a short list of, the design-build entities whose proposals shall be evaluated for final selection. The request for qualifications shall include, but is not limited to, all of the following elements:

a. Identification of the basic scope and needs of the project or contract, the expected cost range, the ~~methodology that~~methodology that will be used by the district to evaluate proposals, the procedure for final selection of the design-build entity, and any other information deemed necessary by the district to inform interested parties of the contracting opportunity

b. Significant factors that the district reasonably expects to consider in evaluating qualifications, including ~~technical design~~technical design and construction expertise, acceptable safety record, and all other non-price-related factors

c. A standard template request for statements of qualifications prepared by the district, which shall contain all of ~~the information~~the information required pursuant to Education Code 17250.25

d. A notice that the project is subject to the skilled and trained workforce requirements specified in Public Contract Code 2600-2603

The district also may identify specific types of subcontractors that must be included in the statement of qualifications and proposal.

~~A design-build entity shall not be prequalified or short-listed unless the entity provides an enforceable commitment to the district that the entity and its subcontractors at every tier will use a skilled and trained workforce, as defined in Education Code 17250.25, to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades.~~

~~Request for Proposals: The entity may demonstrate such commitment through a project labor agreement, by becoming a party to the district's project labor agreement, or through an agreement with the district to provide evidence of compliance on a monthly basis during the performance of the project or contract.~~

3. The district shall prepare a request for proposals (RFP) that invites prequalified or short-listed entities to ~~submit~~submit competitive sealed proposals in a manner prescribed by the district. The RFP shall include the information identified in items #2a, 2b, and ~~2b2d~~ above and the relative importance or weight assigned to each of the factors. If the district uses a best value selection method for a project, the district may reserve the right to request proposal revisions and hold discussions and negotiations with responsive proposers, in which case the district shall so specify in the request for proposals and shall publish separately or incorporate into the request for proposals applicable procedures to be observed by the district to ensure that any discussions or negotiations are conducted in good faith.
4. Selection Based on Low Bid: For those projects utilizing low bid as the final selection method, the bidding process shall result in lump-sum ~~bids~~bids by the prequalified or short-listed design-build entities, and the contract shall be awarded to the lowest responsible bidder.
5. Selection Based on Best Value: For those projects utilizing best value as a selection method, the following procedures shall be used:
 - a. Competitive proposals shall be evaluated using only the criteria and selection procedures specifically identified ~~in the~~in the request for proposals. Criteria shall be weighted as deemed appropriate by the district and shall, at a minimum, include price, unless a stipulated sum is specified; technical design and construction experience; and life-cycle costs over 15 or more years.
 - b. Following any discussions or negotiations with responsive proposers and completion of the evaluation process, ~~the responsive~~the responsive proposers shall be ranked on a determination of value provided, provided that no more than three proposers are required to be ranked.
 - c. The contract shall be awarded to the responsible entity whose proposal is determined by the district to ~~have offered~~have offered the best value to the public.
 - d. The district shall publicly announce the contract award, identifying the entity to which the award is made and ~~the basis~~the basis of the award. This statement and the contract file shall provide sufficient information to satisfy an external audit.

Skilled and Trained Workforce

A design-build entity shall not be prequalified or short-listed unless the entity provides an enforceable commitment to the district that the entity and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in

the building and construction trades. The entity may demonstrate such commitment through a project labor agreement, by becoming a party to the district's project labor agreement, or through an agreement with the district to provide evidence of compliance on a monthly basis during the performance of the project or contract. (Education Code 17250.25; Public Contract Code 2602)

Skilled and trained workforce means that all the workers performing the work are either skilled journeypersons or apprentices registered in a state-approved apprenticeship program. At least 60 percent of the skilled journeypersons employed to perform the work shall be graduates of an apprenticeship program for the applicable occupation or at least 60 percent of the hours worked by skilled journeypersons shall be performed by graduates of an apprenticeship program, with the exception of certain occupations specified in Public Contract Code 2601 which are subject to a 30 percent threshold. (Public Contract Code 2601)

If the contractor fails to provide the monthly report demonstrating compliance with the skilled and trained workforce requirements or provides an incomplete report, the district shall withhold further payments until a complete report is provided. If a report does not demonstrate compliance with the skilled and trained workforce requirements, the district shall withhold further payments until the contractor provides a sufficient plan to achieve substantial compliance with respect to the relevant apprenticeable occupation, prior to completion of the contract or project. In addition, the district shall forward to the Labor Commissioner a copy of the monthly report, any plan to achieve compliance, and the district's response to that plan. (Public Contract Code 2602)

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: May 3, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 11, 2022

ITEM: Consider adopting Resolution #24-22: Regarding Absent Board Member Compensation.

PURPOSE: Education Code section 35120(c) provides that a board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting: 1) he or she is performing services outside the meeting for the school district or districts, (2) he or she was ill or on jury duty, (3) or the absence was due to a hardship deemed acceptable by the board. Trustee Lupe Hernandez was unable to attend the April 27, 2022 meeting due to family illness.

FISCAL IMPACT: Not to exceed \$262.50.

RECOMMENDATIONS: Adopt Resolution #24-22.

**HANFORD ELEMENTARY SCHOOL DISTRICT
RESOLUTION # 24-22**

**Board of Trustees
Hanford Elementary School District**

**RESOLUTION REGARDING ABSENT BOARD MEMBER COMPENSATION
(Education Code § 35120(c))**

WHEREAS, Education Code section 35120(c) provides that a board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting: 1) he or she is performing services outside the meeting for the school district or districts, (2) he or she was ill or on jury duty, (3) or the absence was due to a hardship deemed acceptable by the board.

NOW, THEREFORE BE IT RESOLVED that the Hanford Elementary School District Board of Trustees determines as follows:

1. Board Member Lupe Hernandez was absent from the Hanford Elementary School District's regular board meeting held April 27, 2022 due to:
 - ☐ performing services outside the meeting for the school district
 - ☐ illness
 - ☐ jury duty
 - ☒ hardship deemed acceptable by the board
2. Said Board Members shall be paid for the meeting.

PASSED AND ADOPTED THIS 11th day of May, 2022 at a regular meeting, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jeff Garner, President

Timothy Revious, Vice-President

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Bill Potter

DATE: May 2, 2022

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

FOR: () Information
(X) Action

Date you wish to have your item considered May 11, 2022

ITEM:

Consider award for the Richmond & Roosevelt Phase 2 Modernization

PURPOSE:

Bids will be accepted until 3:00 p.m. on Wednesday, May 4, 2022. All eligible bids received will be opened, tabulated and will be presented to the Board.

FISCAL IMPACT:

Cost of the project will be \$1,500,000

RECOMMENDATION:

Award bid as presented for the Richmond & Roosevelt Phase 2 Modernization project.

BID TABULATION

MANGINI ASSOCIATES INC.

PROJECT: Modernization at Lee Richmond and Roosevelt Elementary Phase 2
BID OPENING LOCATION: Location
OWNER: Hanford Elementary School District

ISSUE DATE: May 4, 2022
BID DATE: May 3, 2022
MAI PROJECT NO.:

Bidders		Addenda Received			Bid Form Attachments									Base Bid: 2115 Lee Richmond	Base Bid: 2116 Roosevelt Elementary	Total Bid: 2115 Lee Richmond + 2116 Roosevelt		
		2115: Add#1	2116: Add#1	Div 0: Add#1	Bid Bond	Subcontractor / DIR	Non-Collusion	Workman's Comp	Fingerprinting	Tobacco Free Workplace	Alcohol & Controlled Substance Free	Sufficient Fund Declaration	Sanction Entities & Iran Contracting Cert	DVBE				
Ardent General Inc. 2960 N. Burl Avenue Fresno, CA 93727																		
Oral E. Micham Const. P.O. Box 745 Woodlake, CA 93286	x	x	x	x	x	x	x	x	x	x	x	x	x	x	\$	611,000.00	\$ 893,000.00	\$ 1,504,000.00
BDM Inc 1042 E. Royal Doroch Ave. Fresno, CA 93730	x	x	x	x	x	x	x	x	x	x	x	x	x	x	\$	649,782.00	\$ 984,585.00	\$ 1,634,367.00

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Joy C. Gabler

FROM: Bill Potter

DATE: May 2, 2022

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

FOR: () Information
(X) Action

Date you wish to have your item considered May 11, 2022

ITEM:

Consider award for the Hamilton Exterior Painting Project

PURPOSE:

Bids will be accepted until 3:00 p.m. on Thursday, May 5, 2022. All eligible bids received will be opened, tabulated and will be presented to the Board.

FISCAL IMPACT:

Cost of the project will be \$100,000

RECOMMENDATION:

Award bid as presented for the Hamilton Exterior Painting Project



DATE: May 4, 2022 @ 2:00 PM

**CAMPUS PAINTING
HAMILTON ELEMENTARY SCHOOL
HANFORD ELEMENTARY SCHOOL DISTRICT**

G.A. PROJECT NO. 2133

BID OPENING ATTENDEES

1. DAVID ENDO [Signature]
2. Bill Potter [Signature]
3. John. Guff G.A.
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____



BID RECORDING FORM:

DATE: May 4, 2022 @ 2:00 PM

**CAMPUS PAINTING
HAMILTON ELEMENTARY SCHOOL
HANFORD ELEMENTARY SCHOOL DISTRICT**

G.A. PROJECT NO. 2133

CONTRACTOR:

Addendum #1

BID AMOUNT:

Color New Co.

X

Base Bid \$ 224,000

Wilson Painting

Base Bid

Pacific Contractors

X

Base Bid \$ 147,000

Economos Painting

X

Base Bid \$ 163,350

U.S. National

X

Base Bid \$ 317,000

Base Bid

Base Bid

Base Bid

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: May 2, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☐ Information
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 11, 2022**

ITEM: Receive Hanford Elementary Teachers Association's (HETA's) Initial Proposal for a Successor Agreement between Hanford Elementary Teachers Association (HETA) and Hanford Elementary School District (HESD).

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 HETA expires on June 30, 2022.

FISCAL IMPACT: Unknown; proposal is subject to negotiation.

RECOMMENDATION: Hear comments from the public and accept HETA's Initial Proposal for contract negotiations with HESD.

TO: Jaime Martinez, Assistant Superintendent, Human Resources

FROM: Gina Young, HETA VP, Negotiations

RE: HETA Contract Reopeners per Article 1 C of the Collective
Bargaining Agreement

DATE: 03/28/2022

Article 4 Association Rights

Increase association release time

Article 7 Professional Dues and Payroll Productions

Language Discussion/Clarification #5 regarding not holding the district harmless

Article 8 Transfer

Language Discussion A 3 b-Discussion of the language “semester”

Language- B4-change language to match current \$200 stipend

Article 9 Certificated Evaluation

Language Discussion F 2-Announced observation to match post observation time given

Article 11 School Calendars and Work Year

We previously agreed to the calendar with the following information-

Draft # A:

2022-2023 1st Day for Teachers August 4th

 Last Day June 2nd

2023-2024 1st Day for Teachers August 10th

 Last Day June 7th

Language A 5-Removal of Portfolio Days

Article 13 Teaching Hours and Teaching Load

Language Discussion C 2 b-Removal of two (2) ten (10) minute breaks

Language Discussion **D Minimum Days #2.** Language Discussion regarding minimum day docked time.

Language Discussion D **Parent Teacher Conference** 1 d. Clarify noon release time on the second day of parent conferences.

Language Discussion I 2 to include nurses for sub pay.

Article 14 Class Size

Language Discussion D-Include TK-8

Article 15 Summer School

Language Discussion C 2 regarding school coordinating duties

Article 18 Employee Group Health and Welfare Insurance Benefits

HETA would like the District to maintain fully District paid Dental, Vision, Life, and Medical insurance premiums, including any increase for the 2021-2022 school year.

Language Discussion F 4 regarding hourly rate clarification

Article 20 Salary

The Association proposes that the salary schedule be increased so the District is highly competitive with other school districts in Kings and Tulare Counties in order to retain current employees and continue to attract high quality educators for the future.

Review of Step and Column and Teaching Stipends

Article 21 Payment for Co-Curricular Activities

Unit pay

E-omit/discuss overnight stay and pay

Article 23 Peer Assistance and Review (PAR)

Discussion with district to see if this needs to be removed or is being used.

New Article-*Acts of physical or threatening violence against members.* Perpetrating student to be automatically moved campuses and that the new campus teacher be notified.

Gina Young
HETA VP, Negotiations
Team members-
Garrett Toy
Sarah Crisp
Crystal Avila
Peter Gonsalves

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: May 2, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

☐ Information
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 11, 2022**

ITEM: Receive the District's Initial Proposal for a Successor Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (HETA).

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 HETA expires on June 30, 2022.

FISCAL IMPACT: Unknown; proposal is subject to negotiation.

RECOMMENDATION: Hear comments from the public and accept HESD's Initial proposal for contract negotiations with HETA.

**HANFORD ELEMENTARY SCHOOL DISTRICT'S
INITIAL PROPOSAL
FOR SUCCESSOR COLLECTIVE BARGAINING AGREEMENT WITH
HANFORD ELEMENTARY TEACHERS ASSOCIATION
Effective July 1, 2022**

Article 1: Agreement

Update dates for terms of the Agreement.

Add language in support of the Agreement.

Article 8: Transfer

Add language for moving a probationary teacher in order to benefit from different grade level placement and/or school site during the second year of probation.

Add language related to requirements for transferring to TK, Junior High, PE, Art, Band and Dual Immersion Program placements.

Article 11: School Calendar

Discuss parent teacher conference days.

Article 13: Teaching Hours and Teaching Load

Clarify expectations for the professional workday.

Add language to outline the workday for nurses.

Discuss class coverage in the event of a substitute shortage to ensure an administrator is always available. Clarify that daily substitute pay provided to teachers is prorated for less than a half day.

Add language related to inclement weather days that gives discretion for calling off a rainy day (or other inclement weather day) to the site principal or designee.

Add language giving discretion to the District or designee to call an inclement weather day due to warnings issued by the National Weather Service.

Clarify workday for parent teacher conference days.

Article 14: Class Size

Address TK.

Article 16: Leaves

Revise language for the reporting of Personal Necessity Leave for Personal Compelling Reasons.

Clarify that the one Personal Day request does not require a reason provided.

Eliminate the one day of Paid Family Illness Leave.

Limit unpaid leaves of absence to 1 year. Initial unpaid leave requests for full year of unpaid leaves not accepted after March 15 except in cases of emergency.

Article 18: Health & Welfare Benefits

Discuss Health & Welfare Benefits in combination with any proposed salary increases or additional cost items as a total compensation package.

Article 20: Salary

Discuss salary in combination with any changes to health & welfare benefits or additional cost items as a total compensation package.

Revise language for initial step placement for school nurse.

Article 30: Effect of the Agreement

Update dates for Effect of the Agreement.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Karen McConnell

DATE: April 28, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 11, 2022

ITEM: Approve revisions to Administrative Policy and Board Policy 5148.2 – Before/After School Programs

PURPOSE: Policy updated to reflect new law which (1) establishes the Expanded Learning Opportunities (ELO) Program, (2) allocates ELO funding to districts under a formula based on a district's percentage of unduplicated students and average daily attendance, (3) requires districts receiving funds to offer ELO programs to all unduplicated students in grades TK-6, provide access to such programs to at least 50 percent of enrolled unduplicated students and expands the learning opportunities for students beyond the regular school day.

FISCAL IMPACT:

RECOMMENDATIONS: Approve

Policy 5148.2: Before/After School Programs

Status:
ADOPTED

Original Adopted Date: 01/21/2009 | Last Revised Date: 10/24/2018

The Governing Board desires to provide before-school and/or after-school enrichment programs that support the regular education program in a supervised environment. In order to increase academic achievement of participating students, the content of such programs shall be coordinated with the district's vision and goals for student learning, local control and accountability plan, curriculum, and academic standards.

~~(cf. 0000—Vision)~~

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

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

~~(cf. 5147—Dropout Prevention)~~

~~(cf. 5148—Child Care and Development)~~

~~(cf. 6011—Academic Standards)~~

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

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

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

The district's program shall be planned through a collaborative process that includes parents/guardians, students, and representatives of participating schools, governmental agencies including city and county parks and recreation departments, local law enforcement, community organizations, and, if appropriate, the private sector. (Education Code 8422, 8482.5, 46120)

To the extent feasible, the district shall give priority to establishing before-school and/or after-school programs in low-performing schools and/or programs that serve low-income and other at-risk students.

Any After School Education~~(cf. 1020—Youth Services)~~

~~(cf. 1400—Relations Between Other Governmental Agencies and Safety Program (ASES), 21st Century Community Learning Center Program (21st CCLC), 21st Century High School After School Safety and Enrichment for Teens Program (ASSETs), or other the Schools)~~

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

~~(cf. 6020—Parent Involvement)~~

Any program to be established pursuant to Education Code 8421, 8482.3 or 8484.75 shall be approved by the Board and the principal of each participating school.

~~(Education Code 8421, 8482.3)~~

The Superintendent or designee shall ensure that all staff who directly supervise students in the district's before school and/or after-school program possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities.

~~(cf. 1240—Volunteer Assistance)~~

~~(cf. 4131—Staff Development)~~

~~(cf. 4222—Teacher Aides/Paraprofessionals)~~

~~(cf. 4231—Staff Development)~~

~~(cf. 4331—Staff Development)~~

Each program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, each program may include support services that reinforce the educational component and promote student health and well-being.

~~(cf. 0450—Comprehensive Safety Plan)~~

~~(cf. 3550—Food Service/Child Nutrition Program)~~

~~(cf. 5030—Student Wellness)~~

~~(cf. 5131.6—Alcohol and Other Drugs)~~

~~(cf. 6142.7—Physical Education and Activity)~~

No fee shall be charged for participation in the program.

In regard to the After School Education and Safety program and/or 21st Century Community Learning Center program, no fee shall be charged for a student identified as a homeless or foster youth.

(Education Code 8482.6, 46120) ~~(cf. 3260—Fees and Charges)~~

~~(cf. 3553—Free and Reduced Price Meals)~~

~~(cf. 6173—Education for Homeless Children)~~

~~(cf. 6173.1—Education for Foster Youth)~~

Eligible students who are ages 11 or -12 years of age shall be placed in a before-school or after-school program, if and when available, rather than subsidized child care and development services. During the time that the before-school or after-school program does not operate, such students may be provided the option of enrolling in child care and development services in accordance with the enrollment priorities established in AR 5148 - Child Care and Development. (Welfare and Institutions) ~~(Education Code 102738263.4)~~

The Board and the Superintendent or designee shall monitor student participation rates and shall identify multiple measures that shall be used to evaluate program effectiveness. Such measures may include, but are not limited to, student outcome data; program self-assessments; feedback from staff, participating students, and parents/guardians; and observations of program activities.

~~(cf. 0500—Accountability)~~

Every three years, the Superintendent or designee shall review the after-school program plan, including, but not limited to, program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years.

~~(cf. 3580—District Records)~~

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

Description

Ed. Code 17260-17268	Plans and specifications for school facilities - https://simbli.eboardsolutions.com/SU/K93eKC5SslshBGM5azLOpZgig==
Ed. Code 35021.3	After-school physical recreation instructors
Ed. Code 45125	Criminal record check
Ed. Code 45330	Paraprofessionals; instructional aides
Ed. Code 45340-45349	Paraprofessionals; instructional aides
Ed. Code 49024	Activity Supervisor Clearance Certificate
Ed. Code 49430-49434	Nutrition standards
Ed. Code 49540-49546	Child care food program
Ed. Code 49553	Free or reduced-price meals
Ed. Code 69430-69460	Cal Grant program
Ed. Code 8263	Eligibility and priorities for subsidized child development services
Ed. Code 8263.4	Enrollment of students ages 11-12 years
Ed. Code 8273.1	Family fees, exemptions
Ed. Code 8350-8359.1	Programs for CalWORKS recipients
Ed. Code 8360-8370	Personnel qualifications
Ed. Code 8420-8428	21st Century After-School Program for Teens
Ed. Code 8482-8484.65	After School Education and Safety Program
Ed. Code 8484.7-8484.9	21st Century Community Learning Centers
Ed. Code 8490-8490.7	Distinguished After School Health Recognition Program

Federal References**Description**

20 USC 6311	State plan
20 USC 6314	Title I schoolwide program
20 USC 7171-7176	21st Century Community Learning Centers
42 USC 11434a	Education for homeless children and youths
42 USC 1766-1766a	Child and Adult Care Food Program
7 CFR 226.17	Child care center nutrition standards

Management Resources References**Description**

<u>California Department of Education Publication</u>	<u>21st Century Community Learning Centers (21st CCLC) FAQs</u>
	<u>Elementary/Middle School Programs, September 2016</u>
	<u>21st Century High School After School Safety and Enrichment for Teens</u>
<u>California Department of Education Publication</u>	<u>Program Frequently Asked Questions, March 2012</u>
	<u>A Crosswalk Between the Quality Standards for Expanded Learning and</u>
<u>California Department of Education Publication</u>	<u>Program Quality Assessment Tools, 2014</u>
	<u>21st Century Community Learning Centers (21st CCLC) FAQs</u>
<u>California Department of Education Publication</u>	<u>Elementary/Middle School Programs, September 2016</u>
	<u>21st Century High School After School Safety and Enrichment for Teens</u>
<u>California Department of Education Publication</u>	<u>Program Frequently Asked Questions, March 2012</u>
	<u>A Crosswalk Between the Quality Standards for Expanded Learning and</u>
<u>California Department of Education Publication</u>	<u>Program Quality Assessment Tools, 2014</u>

California Department of Education Publication California After School Physical Activity Guidelines, 2009

Quality Program Improvement Plan for Expanded Learning Programs in

California Department of Education Publication

California 2016-17, November 2016

Quality Standards for Expanded Learning in California: Creating and

California Department of Education Publication

Implementing a Shared Vision of Quality, 2014

Request for Application for Programs Proposing to Serve High School

California Department of Education Publication

Students, September 2016

~~21st Century Community Learning Centers, Nonregulatory Guidance,~~

~~U.S. Department of Education Publication~~

~~February 2003~~

~~California Department of Education, Before and After School-~~

~~Website <https://simbli.eboardsolutions.com/SU/CzyMyeru1bHslshpMglcGX8Vg==>~~

~~U.S. Department of Agriculture-~~

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~~California School Age Consortium-~~

~~Website~~

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~~Partnership for Children and Youth-~~

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~~Website~~

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~~Commission on Teacher Credentialing-~~

~~Website <https://simbli.eboardsolutions.com/SU/cxWNiqRUulsag7efc7aH4Q==>~~

~~CSBA-~~

~~Website <https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==>~~

~~U.S. Department of Education Website~~

~~U.S. Department of Education Publication [21st Century Community Learning Centers, Nonregulatory Guidance, February 2003](https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==)~~

~~California Department of Education, Before and After School~~

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~~Commission on Teacher Credentialing -~~

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~~U.S. Department of Education -~~

~~Website <https://simbli.eboardsolutions.com/SU/XcSsJimoslsh3XhJKy4tplus7wplusA==>~~

<u>Cross References</u>	<u>Description</u>
<u>1240</u>	<u>Volunteer Assistance -</u> <u>https://simbli.eboardsolutions.com/SU/oAUoqbDcvLH3xrMlMnOebQ</u> <u>==</u>
<u>1240</u>	<u>Volunteer Assistance -</u> <u>https://simbli.eboardsolutions.com/SU/yv9SugqofUyoyc2tl6DiYQ</u> <u>==</u>
<u>1312.3</u>	<u>Uniform Complaint Procedures -</u> <u>https://simbli.eboardsolutions.com/SU/loJ1XyeplusslshLQ70hOMHi0LHw</u> <u>==</u>
<u>1330</u>	<u>Use Of School Facilities -</u> <u>https://simbli.eboardsolutions.com/SU/zqc5O6pDAIPAssUTqH4mnw</u> <u>=</u>
<u>1330</u>	<u>Use Of School Facilities -</u> <u>https://simbli.eboardsolutions.com/SU/IRslsh5QIRxHaWwslshGXyCQkfyw</u> <u>==</u>
<u>1400</u>	<u>Relations Between Other Governmental Agencies And The Schools</u> <u>https://simbli.eboardsolutions.com/SU/PgSICFTwqKPwAxbplus35cplu</u> <u>s8w==</u>
<u>3260</u>	<u>Fees And Charges -</u> <u>https://simbli.eboardsolutions.com/SU/7ZPab4GEsJVwtslshdfpluscvrT</u> <u>w==</u>
<u>3260</u>	<u>Fees And Charges -</u> <u>https://simbli.eboardsolutions.com/SU/Lggr4xRG4yoQ7QhnCHNHjQ</u> <u>=</u>
<u>3280</u>	<u>Sale Or Lease Of District-Owned Real Property -</u> <u>https://simbli.eboardsolutions.com/SU/pK53VINweCHMsLUGplusvbp</u> <u>zw==</u>
<u>3550</u>	<u>Food Service/Child Nutrition Program -</u> <u>https://simbli.eboardsolutions.com/SU/HJY5O1wSolirTxVetPRKkw</u> <u>==</u>
<u>3550</u>	<u>Food Service/Child Nutrition Program -</u> <u>https://simbli.eboardsolutions.com/SU/OslshMJiBMOEWAEEztTgQRsls</u> <u>h3SQ==</u>
<u>3552</u>	<u>Summer Meal Program -</u> <u>https://simbli.eboardsolutions.com/SU/XcSsJimeslsh3XhJKy4tplus7wplusA</u> <u>==</u>

<u>Cross References</u>	<u>Description</u>
<u>Volunteer Assistance--</u> <u>1240</u>	<u>https://simbli.eboardsolutions.com/SU/oAUoqbDcvLH3xrMlMnOebQ</u> <u>==</u>
<u>Volunteer Assistance--</u> <u>1240</u>	<u>https://simbli.eboardsolutions.com/SU/yv9SugqofUyoyc2tl6DiYQ</u> <u>==</u>
<u>Uniform Complaint Procedures--</u> <u>1312.3</u>	<u>https://simbli.eboardsolutions.com/SU/loJ1XyeplusslshLQ70hOMHi0LHw</u> <u>==</u>
<u>Use Of School Facilities--</u> <u>1330</u>	<u>https://simbli.eboardsolutions.com/SU/zqc5O6pDAIPAssUTqH4mnw</u> <u>==</u>
<u>Use Of School Facilities--</u> <u>1330</u>	<u>https://simbli.eboardsolutions.com/SU/IRslsh5QIRxHaWwslshGXyCQkfyw</u> <u>==</u>
<u>Relations Between Other Governmental Agencies And The Schools--</u> <u>1400</u>	<u>https://simbli.eboardsolutions.com/SU/PgSICFTwqKPwAxbplus35cplus8w</u> <u>==</u>
<u>Fees And Charges--</u> <u>3260</u>	<u>https://simbli.eboardsolutions.com/SU/7ZPab4GEsJVwtslshdfpluscvrTw</u> <u>==</u>
<u>Fees And Charges--</u> <u>3260</u>	<u>https://simbli.eboardsolutions.com/SU/Lggr4xRG4yoQ7QhnCHNHjQ</u> <u>==</u>

~~Sale Or Lease Of District-Owned Real Property-~~

3280 <https://simbli.eboardsolutions.com/SU/pK53VINweCHMsLUGplusvbPzw==>

~~Food Service/Child Nutrition Program-~~

3550 <https://simbli.eboardsolutions.com/SU/HJY5O1wSolirTxVetPRKkw==>

~~Food Service/Child Nutrition Program-~~

3550 <https://simbli.eboardsolutions.com/SU/OslshMjiBMOEWAEEztTgQRslsh3SQ==>

~~Summer Meal Program-~~

3552 <https://simbli.eboardsolutions.com/SU/BadsiZslshbS3au4B8WcoPTjQ==>

Summer Meal Program -

3552

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Free And Reduced Price Meals -

3553

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3553-E(1) <https://simbli.eboardsolutions.com/SU/htDcsjmx7ZaJ3L5uEAslshvdA==>

Student Wellness -

5030 <https://simbli.eboardsolutions.com/SU/plusvLZ1HIBPZDEpuwAXJKMOQ==>

Alcohol And Other Drugs -

5131.6 <https://simbli.eboardsolutions.com/SU/szE1NALKCM744pom7F2jVQ==>

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Tobacco -

5131.62 <https://simbli.eboardsolutions.com/SU/ijbc54VhcaHUL8HJpluslcsFg==>

Positive School Climate -

5137 <https://simbli.eboardsolutions.com/SU/vCslsh0nVAXAHmfIH7gplustoHqw==>

Administering Medication And Monitoring Health Conditions -

5141.21 <https://simbli.eboardsolutions.com/SU/6y2rfdtLM4TM5Gmgc9lplusVQ==>

Administering Medication And Monitoring Health Conditions -

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Asthma Management -

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Food Allergies/Special Dietary Needs -

5141.27 <https://simbli.eboardsolutions.com/SU/plusR5BhNGPeUjL3Ju9QQP6JA==>

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5141.27 <https://simbli.eboardsolutions.com/SU/M6XpmjtVcjFu7VFtEqplustQw==>

Discipline -

5144 <https://simbli.eboardsolutions.com/SU/E8rglcYhbAfK9lGTT1fk1g==>

Discipline -

5144

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Parental Notifications -

5145.6 <https://simbli.eboardsolutions.com/SU/SVh9c5vAppvZXDHq9LvEsQ==>

Parental Notifications -

5145.6-E(1) <https://simbli.eboardsolutions.com/SU/1tnmC4RSauktplus5IQACGBpA==>

Hate-Motivated Behavior -

5145.9 <https://simbli.eboardsolutions.com/SU/BCpWbC2n8mxqBpIMkeCxPg==>

Dropout Prevention -

5147 <https://simbli.eboardsolutions.com/SU/bdPyt3ee06Lwn1SZxfUEkA==>

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5148 <https://simbli.eboardsolutions.com/SU/cjIC5QJ7pZFadmtiKpVIVg==>

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Reading/Language Arts Instruction -

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Extracurricular And Cocurricular Activities -

6145

<https://simbli.eboardsolutions.com/SU/pluswaCfgCSRjuJLQclQ5StRg==>

Homework/Makeup Work -

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Individualized Education Program -

6159

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6159 <https://simbli.eboardsolutions.com/SU/2wZM24OxvMtJ5LadVDIUgA==>

Title I Programs -

6171 <https://simbli.eboardsolutions.com/SU/BNPb9AbWLPd8KSmtjdr5Mw==>

Title I Programs -

6171 <https://simbli.eboardsolutions.com/SU/DcaRKiZii3nxNZBY0cgfg==>

Education For Homeless Children -

6173 <https://simbli.eboardsolutions.com/SU/ziLY6jh8GJTX7M1sR08cbw==>

Education For Homeless Children -

6173 <https://simbli.eboardsolutions.com/SU/LslshovvKSDP51HPXYeFDbfA==>

Education For Foster Youth -

6173.1 <https://simbli.eboardsolutions.com/SU/eVhjcNplus5gaKuXjDnh3LfRQ==>

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6173.1 <https://simbli.eboardsolutions.com/SU/9zSYbslshmj955flW8slshWtTClw==>

Migrant Education Program -

6175

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Summer Learning Programs -

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Supplemental Instruction -

6179

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Regulation 5148.2: Before/After School Programs

Status: ADOPTED

-Original Adopted Date: 01/21/2009 | Last Revised Date: 10/24/2018

Definitions

Expanded learning opportunities means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences. Expanded learning opportunities does not mean an extension of instructional time, but rather, opportunities to engage students in enrichment, play, nutrition, and other developmentally appropriate activities. (Education Code 8482.1, 46120)

Unduplicated student means a student enrolled in a district who is either classified as an English learner, eligible for a free or reduced-price meal, or is a foster youth. (Education Code 42238.02, 46120)

Grades ~~TK-6~~ TK-8

The district's After School Education and Safety (ASES) program or 21st Century Community Learning Center (21st CCLC) program shall serve students in any of grades ~~TK-6~~ TK-8 as the district may determine based on local needs. (Education Code 8482.3, 8484.7, 8484.75, 8484.8)

The district's Expanded Learning Opportunities (ELO) program shall serve students in grades TK-6. For the 2021-22 school year, the district shall offer access to ELO programs to all unduplicated students in grades TK-6 and provide access to such programs to at least 50 percent of enrolled unduplicated students. Commencing with the 2022-23 school year, the district shall offer all students in grades TK-6 access to ELO programs, and ensure that access is provided to any student whose parent/guardian requests placement in a program. (Education Code 46120)

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code 8281.5)

~~The district's ASES, 21st CCLC, and ELO program. Consistent with state funding priorities, the district shall, to the extent feasible, give priority to establishing ASES programs that serve students in schools with the highest percentage of students eligible for free and reduced price meals.~~

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

~~The district's ASES and 21st CCLC program(s)~~ shall be operated in accordance with the following:

1. 1- Program Elements

a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3, ~~8484.75~~, 46120)

~~(cf. 6142.91 - Reading/Language Arts Instruction)~~

~~(cf. 6142.92 - Mathematics Instruction)~~

~~(cf. 6142.93 - Science Instruction)~~

~~(cf. 6154 - Homework/Makeup Work)~~

~~(cf. 6163.4 - Student Use of~~

~~Technology)~~

~~b.a.~~ a. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, technology, physical fitness, and prevention activities. (Education Code 8482.3, ~~8484.75~~, 46120)

~~(cf. 5131.6—Alcohol and Other Drugs)~~
~~(cf. 5131.62—Tobacco)~~
~~(cf. 6142.6—Visual and Performing Arts)~~
~~(cf. 6142.7—Physical Education and Activity)~~
~~(cf. 6178—Career Technical Education)~~

2. ~~2.~~ Nutrition

a. ~~a.~~ If snacks or meals are made available in the program, they shall conform to nutrition standards specified in Education Code 49430-49434 or 42 USC 1766 as applicable. (Education Code 8482.3, 8484.75, 46120; 42 USC 1766-1766a; 7 CFR 226.17)

b. The district's before-school program shall offer a breakfast meal as described in Education Code 49553 for all program participants. 49430-49434 or 42 USC 1766 as applicable. (Education Code 8483.1, 8484.75, 8482.3; 42 USC 1766-1766a; 7 CFR 226.17)

~~(cf. 3550—Food Service/Child Nutrition Program)~~
~~(cf. 3554—Other Food Sales)~~
~~(cf. 5030—Student Wellness)~~

3. ~~3.~~ Location of Program

a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3, 8484.75)

b. When there is a significant barrier to student participation in either the before-school or after-school component of a program at the school of attendance, the Superintendent or designee may, with the approval of the Superintendent of Public Instruction, provide services at another school site. Such transfer of services shall occur only if the school to which the program will be transferred agrees to receive students from the transferring school and has an existing grant of the same type as the transferring school, or does not have a 10-percent lower percentage of students eligible for free or reduced-price meals than the transferring school. A significant barrier includes any of the following: (Education Code 8482.8, 8484.75)

~~(1)~~i. Fewer than 20 students participating in the program component

~~(2)~~ii. Extreme transportation constraints, including, but not limited to, desegregation busing, busing for magnet or open enrollment schools, or student dependence on public transportation

~~(3)~~iii. A reduction in the program grant of an existing school due to its merging into a new school opened by the district or the splitting of its students with a new school

In such cases, the district shall arrange for safe, supervised transportation between school sites; ensure communication among staff in the regular school program, staff in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8, 8484.75)

~~(cf. 3540—Transportation)~~

4. ~~4.~~ Staffing

a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4, 8484.75, 45330, 45344, 45344.5)

~~(cf. 4222—Teacher Aides/Paraprofessionals)~~

- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and Board policy. (Education Code 8483.4, 8484.75)

~~(cf. 1240—Volunteer Assistance)~~

~~(cf. 4112.4/4212.4/4312.4—Health~~

~~Examinations) (cf. 4112.5/4212.5/4312.5—~~

~~Criminal Record Check)~~

- c. The student-to-staff ratio shall be no more than 20 to 1, except that programs serving transitional kindergarten or kindergarten students shall maintain a student-to-staff member ratio of no more than 10 to 1. (Education Code 8483.4, 8484.75, 46120)

5. 5—Hours of Operation

- a. A before-school program shall not operate for less than one and one-half hours per regular school day. (Education Code 8483.1, 8484.75)

~~Code 8483.1)~~

- b. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483, 8484.75)

- c. An ELO program shall provide in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, shall not be less than nine hours of combined instructional time and expanded learning opportunities per instructional day. (Education Code 46120)

6. 6—Admissions

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6, 8484.75)

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

- b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following guidelines:

- i. First priority for enrollment shall be given to students who are identified as homeless youth, as ~~(1)~~ defined by the McKinney-Vento Homeless Assistance Act (42 USC 11434a), at the time they apply for enrollment or at any time during the school year, and to students who are identified by the program as being in foster care, and to students who are eligible for free or reduced-price meals. (Education Code 8483, 8483.1, 8484.75)

The district is not required to disenroll a current student in order to secure the enrollment of a student who has priority for enrollment. (Education Code 8483, 8483.1)

The district shall inform the parent/guardian of a homeless or foster youth of the right of the child to receive priority enrollment and how to request priority enrollment. (Education Code 8483, 8484.75)

- ii. Second priority for enrollment of middle or junior high school students shall be given to students who attend daily. (Education Code 8483, 8483.1, 8484.75)

~~(cf. 5145.6 Parental Notifications)~~

~~(cf. 6173 Education for Homeless Children)~~

~~(cf. 6173.1 Education for Foster Youth)~~

~~(2)iii.~~ Third priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or administrative regulation.

~~(cf. 6179 Supplemental Instruction)~~

~~(3)iv.~~ Any remaining capacity shall be filled by students selected at random.

~~(4)v.~~ A waiting list shall be established to accommodate additional students if space becomes available.

7. ~~7.~~ Attendance/Early Release

- a. Each student admitted into a district program shall be expected to attend the full number of hours that the program is in operation every day that the student~~he/she~~ participates.
- b. When necessary, a student's parent/guardian may request, in writing, that the Superintendent or designee approve the reasonable late daily arrival ~~of his/her child~~ for the before-school program or the reasonable early daily release ~~of his/her child~~ from the after-school program. The Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

8. ~~8.~~ Summer/Intersession/Vacation Programs

a. ELO programs shall offer no less than nine hours of in-person expanded learning opportunities per day for at least 30 non-school days, during intersessional periods.

~~a.b.~~ A before-school program operating during summer, intersession, and/or vacation days shall be offered for a minimum of two hours per day. An after-school program offered during summer, intersession, and/or vacation days may be operated for either three hours or six hours per day in accordance with Education Code 8483.76. When both before-school and after-school programs are offered for the same students on such days, they shall be operated for a minimum of four and one-half hours per day. (Education Code 8483, 8483.1, 8483.2, 8483.76)

~~b.c.~~ A program offered during summer, intersession, and/or vacation periods may open eligibility to every student attending a school in the district, with priority for enrollment given to students enrolled in the school that received the grant. (Education Code 8483.76)

~~c.d.~~ To address the needs of students and school closures, the program may be conducted at an off-site location or an alternate school site. The program shall notify the California Department of Education (CDE) of the change of location and shall include a plan to provide safe transportation pursuant to Education Code 8484.6. (Education Code 8483.76)

~~d.e.~~ Any program operating for six hours per day shall provide at least one nutritionally adequate free or reduced-price meal to each eligible student during each program day. (Education Code 8483.76)

~~e.f.~~ For any program operating six hours per day, district procedures pertaining to student attendance and early release as specified in item #7 above shall apply. (Education Code 8483.76)

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

Volunteers

The Superintendent or designee may establish a registry of volunteer after-school physical recreation instructors and other before-school and after-school program volunteers. (Education Code 35021.3)

To be included in the registry, a volunteer shall submit to a criminal background check pursuant to Education Code 45125. ~~The volunteer~~~~He/she also~~ shall also submit current contact information to the district and shall update that information whenever the information changes. (Education Code 35021.3)

The Superintendent or designee may use a volunteer registered with the district or may select another person to provide physical recreation to students after school hours or to provide other services.

(Education Code 35021.3) **Reports**

The Superintendent or designee shall annually submit to ~~the~~ CDE outcome-based data, including, but not limited to:

(Education Code 8427, 8482.3, 8484)

1. For participating students, school day attendance on an annual basis and program attendance on a semi-annual basis
2. Evidence of a program quality improvement process that is data driven and based on CDE program quality standards

~~(cf. 0500—Accountability)~~

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

Description

Ed. Code 17260-17268	Plans and specifications for school facilities - https://simbli.eboardsolutions.com/SU/K93eKC5SslshBGM5azLOpZgig==
Ed. Code 35021.3	After-school physical recreation instructors
Ed. Code 45125	Criminal record check
Ed. Code 45330	Paraprofessionals; instructional aides
Ed. Code 45340-45349	Paraprofessionals; instructional aides
Ed. Code 49024	Activity Supervisor Clearance Certificate
Ed. Code 49430-49434	Nutrition standards
Ed. Code 49540-49546	Child care food program
Ed. Code 49553	Free or reduced-price meals
Ed. Code 69430-69460	Cal Grant program
Ed. Code 8263	Eligibility and priorities for subsidized child development services
Ed. Code 8263.4	Enrollment of students ages 11-12 years
Ed. Code 8273.1	Family fees, exemptions
Ed. Code 8350-8359.1	Programs for CalWORKS recipients
Ed. Code 8360-8370	Personnel qualifications
Ed. Code 8420-8428	21st Century After-School Program for Teens

Ed. Code 8482-8484.65	After School Education and Safety Program
Ed. Code 8484.7-8484.9	21st Century Community Learning Centers
Ed. Code 8490-8490.7	Distinguished After School Health Recognition Program

Federal References**Description**

20 USC 6311	State plan
20 USC 6314	Title I schoolwide program
20 USC 7171-7176	21st Century Community Learning Centers
42 USC 11434a	Education for homeless children and youths
42 USC 1766-1766a	Child and Adult Care Food Program
7 CFR 226.17	Child care center nutrition standards
<u>Ed. Code 8482-8484.65</u>	<u>After School Education and Safety Program</u>
<u>Ed. Code 8484.7-8484.9</u>	<u>21st Century Community Learning Centers</u>
<u>Ed. Code 8490-8490.7</u>	<u>Distinguished After School Health Recognition Program</u>

Federal References**Description**

<u>20 USC 6311</u>	<u>State plan</u>
<u>20 USC 6314</u>	<u>Title I schoolwide program</u>
<u>20 USC 7171-7176</u>	<u>21st Century Community Learning Centers</u>
<u>42 USC 11434a</u>	<u>Education for homeless children and youths</u>
<u>42 USC 1766-1766a</u>	<u>Child and Adult Care Food Program</u>
<u>7 CFR 226.17</u>	<u>Child care center nutrition standards</u>

Management Resources References**Description**

California Department of Education Publication	21st Century Community Learning Centers (21st CCLC) FAQs Elementary/Middle School Programs, September 2016
California Department of Education Publication	21st Century High School After School Safety and Enrichment for Teens
California Department of Education Publication	Program Frequently Asked Questions, March 2012
California Department of Education Publication	A Crosswalk Between the Quality Standards for Expanded Learning and
California Department of Education Publication	Program Quality Assessment Tools, 2014
California Department of Education Publication	California After School Physical Activity Guidelines, 2009
California Department of Education Publication	Quality Program Improvement Plan for Expanded Learning Programs in
California Department of Education Publication	California 2016-17, November 2016
California Department of Education Publication	Quality Standards for Expanded Learning in California: Creating and
California Department of Education Publication	Implementing a Shared Vision of Quality, 2014
California Department of Education Publication	Request for Application for Programs Proposing to Serve High School
California Department of Education Publication	Students, September 2016

U.S. Department of Education Publication	21st Century Community Learning Centers, Nonregulatory Guidance, February 2003
Website	California Department of Education, Before and After School https://simbli.eboardsolutions.com/SU/CzyMyeru1bHslshpMglcGX8Vg==
Website	U.S. Department of Agriculture - https://simbli.eboardsolutions.com/SU/njpdBqDfo1Mslsh1ZLplusszTslshRw==
Website	California School-Age Consortium - https://simbli.eboardsolutions.com/SU/laEri3DXJqbplusxNsl8qbiA==
Website	Partnership for Children and Youth - https://simbli.eboardsolutions.com/SU/bolflRuzs4Pl63kJl3082w==
Website	California Healthy Kids Survey - https://simbli.eboardsolutions.com/SU/pB1UyKy4ocu6w934wTYg4g==
Website	Commission on Teacher Credentialing - https://simbli.eboardsolutions.com/SU/cxWNIqRUulsag7efc7aH4Q==
Website	CSBA - https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==
Website	U.S. Department of Education - https://simbli.eboardsolutions.com/SU/XcSsJimoslsh3XhJKy4tplus7wplusA==

Cross References**Description**

	Volunteer Assistance - https://simbli.eboardsolutions.com/SU/oAUoqbDcvLH3xrMlmnOebQ==
1240	Volunteer Assistance - https://simbli.eboardsolutions.com/SU/yv9SuggofUyoyc2tl6DiYQ==
1240	Uniform Complaint Procedures - https://simbli.eboardsolutions.com/SU/loJ1XyeplusslshLQ70hOMHi0LHw==
1312.3	Use Of School Facilities - https://simbli.eboardsolutions.com/SU/zqc5O6pDAIPAssUTqH4mnw==
1330	Use Of School Facilities - https://simbli.eboardsolutions.com/SU/IRslsh5QIRxHaWwslshGXyCQkfYw==
1330	Relations Between Other Governmental Agencies And The Schools https://simbli.eboardsolutions.com/SU/PgSICFTwqKPwAxbplus35cplus8w==
1400	Fees And Charges - https://simbli.eboardsolutions.com/SU/7ZPab4GEsJVwtslshdfpluscvrTw==
3260	Fees And Charges - https://simbli.eboardsolutions.com/SU/oAUoqbDcvLH3xrMlmnOebQ==
3260	Volunteer Assistance - https://simbli.eboardsolutions.com/SU/yv9SuggofUyoyc2tl6DiYQ==
1240	Uniform Complaint Procedures - https://simbli.eboardsolutions.com/SU/loJ1XyeplusslshLQ70hOMHi0LHw==
1312.3	Use Of School Facilities - https://simbli.eboardsolutions.com/SU/zqc5O6pDAIPAssUTqH4mnw==
1330	Use Of School Facilities - https://simbli.eboardsolutions.com/SU/IRslsh5QIRxHaWwslshGXyCQkfYw==
1330	Relations Between Other Governmental Agencies And The Schools - https://simbli.eboardsolutions.com/SU/PgSICFTwqKPwAxbplus35cplus8w==
1400	Fees And Charges - https://simbli.eboardsolutions.com/SU/7ZPab4GEsJVwtslshdfpluscvrTw==
3260	Fees And Charges - https://simbli.eboardsolutions.com/SU/7ZPab4GEsJVwtslshdfpluscvrTw==

Fees And Charges -

3260 <https://simbli.eboardsolutions.com/SU/Lggr4xRG4yoQ7QhnCHNHjQ==>

Sale Or Lease Of District-Owned Real Property -

3280

<https://simbli.eboardsolutions.com/SU/pK53VINweCHMsLUGplusvbPzw==>

Food Service/Child Nutrition Program -

3550 <https://simbli.eboardsolutions.com/SU/HJY5O1wSolirTxVetPRKkw==>

Food Service/Child Nutrition Program -

3550 <https://simbli.eboardsolutions.com/SU/OslshMJiBMOEWAETgQRslsh3SQ==>

Summer Meal Program -

3552 <https://simbli.eboardsolutions.com/SU/BadsizslshbS3au4B8WcoPTjQ==>

Summer Meal Program -

3552 <https://simbli.eboardsolutions.com/SU/IL94KP89gp47Sislskh8QncRw==>

Free And Reduced Price Meals -

3553 <https://simbli.eboardsolutions.com/SU/0BWs0BBT1xoY43A5WnintQ==>

Free And Reduced Price Meals -

3553 <https://simbli.eboardsolutions.com/SU/7aDYJdMXyojNTR0wUavM4g==>

Free And Reduced Price Meals -

3553-E(1) <https://simbli.eboardsolutions.com/SU/htDcsjmx7ZaJ3L5uEAslshvdA==>

Student Wellness -

5030 <https://simbli.eboardsolutions.com/SU/plusvLZ1HIBPZDEpuwAXJKMOQ==>

Alcohol And Other Drugs -

5131.6 <https://simbli.eboardsolutions.com/SU/szE1NALKCM744pom7F2jVQ==>

Alcohol And Other Drugs -

5131.6 <https://simbli.eboardsolutions.com/SU/b4c4eapluslkjAsLG2FZUXTA==>

Tobacco -

5131.62 <https://simbli.eboardsolutions.com/SU/ijbc54VhcaHUL8HJpluslcsFg==>

Positive School Climate -

5137 <https://simbli.eboardsolutions.com/SU/vCsLsh0nVAXAHmfIH7gplustoHqw==>

Administering Medication And Monitoring Health Conditions -

5141.21 <https://simbli.eboardsolutions.com/SU/6y2rfdtLM4TM5Gmgc9lplusVQ==>

Administering Medication And Monitoring Health Conditions -

5141.21 <https://simbli.eboardsolutions.com/SU/HpluszDR1PrR1pluslLSulhM82Q==>

Asthma Management -

5141.23 <https://simbli.eboardsolutions.com/SU/OaU6MC2wK5ENRTrJI5nqrA==>

Asthma Management -

5141.23

<https://simbli.eboardsolutions.com/SU/4DMJCholhw4AQTDpGizLg==>

Food Allergies/Special Dietary Needs -

5141.27

<https://simbli.eboardsolutions.com/SU/plusR5BhNGPeUjL3Ju9QQP6JA==>

Food Allergies/Special Dietary Needs -

5141.27 <https://simbli.eboardsolutions.com/SU/M6XpmjtVcjFu7VFtEqplustQw==>

Discipline -

5144 <https://simbli.eboardsolutions.com/SU/E8rglcYhbAfK9IGTT1fk1g==>

	Discipline -
5144	https://simbli.eboardsolutions.com/SU/sem6UI6SLzteMgKx7klRbg==
	Parental Notifications -
5145.6	https://simbli.eboardsolutions.com/SU/SVh9c5vAppvZXDHq9LvEsQ==
	Parental Notifications -
5145.6-E(1)	https://simbli.eboardsolutions.com/SU/1tnmC4RSauktplus5IQACGBpA==
	Hate-Motivated Behavior -
5145.9	https://simbli.eboardsolutions.com/SU/BCpWbC2n8mxqBpIMkeCxPg==
	Dropout Prevention -
5147	
5147	https://simbli.eboardsolutions.com/SU/bdPyt3ee06Lwn1SZxfUEkA==
	Child Care And Development -
5148 5148	https://simbli.eboardsolutions.com/SU/cjIC5QJ7pZFadmtiKpVIVg==
	Child Care And Development -
5148	https://simbli.eboardsolutions.com/SU/i2uccQTz0slshFslshPHUyXpQryg==
	Physical Education And Activity -
6142.7	https://simbli.eboardsolutions.com/SU/JiplusZmGslshHkm74v5p7Jm2beQ==
	Physical Education And Activity -
6142.7	https://simbli.eboardsolutions.com/SU/XG8GFWuqF7c9plusK6DuD9RAw==
	Reading/Language Arts Instruction -
6142.91	https://simbli.eboardsolutions.com/SU/QjplusRv9EZKmXGeSCzvKZA9w==
	Extracurricular And Cocurricular Activities -
6145	https://simbli.eboardsolutions.com/SU/pluswaCfgCSRjuJLQcIQ5StRg==
	Homework/Makeup Work -
6154	https://simbli.eboardsolutions.com/SU/TCQtbOzSNluxs5ZbSiga8A==
	Individualized Education Program -
6159	https://simbli.eboardsolutions.com/SU/znZXtCu1BAuMBYacP1m8cA==
	Individualized Education Program -
6159	https://simbli.eboardsolutions.com/SU/2wZM24OxvMtJ5LadVDIUgA==
	Title I Programs -
6171	https://simbli.eboardsolutions.com/SU/BNPb9AbWLPd8KSmtjdr5Mw==
	Title I Programs -
6171	https://simbli.eboardsolutions.com/SU/DcaRKiZii3nxNZBY0cgfg==
	Education For Homeless Children -
6173	https://simbli.eboardsolutions.com/SU/ziLY6jh8GJTX7M1sR08cbw==
	Education For Homeless Children -
6173	https://simbli.eboardsolutions.com/SU/LslshovvKSDP51HPXYeFDbFzA==
	Education For Foster Youth -
6173.1	https://simbli.eboardsolutions.com/SU/eVhicNplus5gaKuXjDnh3LfrQ==

Education For Foster Youth -
6173.1 <https://simbli.eboardsolutions.com/SU/9zSYbslshmJ955flW8slshWtTCIw==>

Migrant Education Program -
6175 <https://simbli.eboardsolutions.com/SU/3CZSEioKUpGLHu0yUJDwew==>

Migrant Education Program -
6175 <https://simbli.eboardsolutions.com/SU/yTUCOQj3HdeY92mXtHslshOgg==>

Summer Learning Programs -
6177

<https://simbli.eboardsolutions.com/SU/0HQm0Bl0i8AxplusS3Bk5slsh4sg==>

Supplemental Instruction -
6179

<https://simbli.eboardsolutions.com/SU/jTeeabgqD9Uql4EdYKJKJQ==>

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Karen McConnell

DATE: April 28, 2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: May 11, 2022

ITEM: Approve Administrative Regulation and Board Policy 6164.5-Student Success Teams

PURPOSE: Capture current practice into policy. Student Study Teams are a good practice to discuss students' strengths and challenge, encourage collaboration amongst staff, and allow for a team to develop a plan for support and student monitoring. A Student Study Team is often the first, formal step in supporting student in all areas of the school. This process should not, however, delay an assessment should a disability be suspected.

FISCAL IMPACT:**RECOMMENDATIONS:** Approve

Policy 6164.5: Student Success Teams

Status: DRAFT

Original Adopted Date: Pending

The Board of Trustees encourages the collaboration of parents/guardians, certificated and classified staff, administrators, and/or the student, as appropriate, in evaluating the strengths and needs of students having academic, attendance, social, emotional, or behavioral difficulties and in identifying strategies and programs that may assist such students in maximizing their potential. The Superintendent or designee shall establish student success teams or student study teams (SST) as needed to address individual student needs.

The Superintendent or designee shall establish and maintain a process for initiating the referral of students to SSTs, which may include referral by district staff, parents/guardians, and/or agency representatives. The Superintendent or designee may also establish and maintain a process for responding to SST referrals, which may include a determination by the district as to whether an SST shall be convened for an individual student.

Each SST may collect and analyze relevant student data, as appropriate. The SST may also review the student's educational history, work samples, strengths and areas for growth, and identify available resources and strategies.

Each SST shall develop a plan to support the student which incorporates intervention strategies. Such strategies may include changes in program placement or instructional methods, recommendation of supplemental educational services, parent involvement strategies, social, emotional and/or behavioral interventions, discipline, referrals to other agencies or resources, and/or other appropriate interventions.

The SST shall monitor the student's progress, evaluate the extent to which the recommended strategies have been implemented, make adjustments to the plan, and develop additional interventions as needed.

The SST process shall not delay or deny a referral for evaluation for eligibility for special education, as may be required under state or federal law.

The Superintendent or designee may integrate SSTs into the district's multi-tiered system of support, including identification of students who need additional support, the level(s) of support, appropriate interventions, monitoring of progress, and whether the goal of intervention has been met.

To strengthen the effectiveness of SSTs, the Superintendent or designee may provide staff development in the identification of students who may need additional support, implementation of measurable and targeted interventions, and monitoring of progress and goal attainment.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 48260-48273	Truants
Ed. Code 48400-48454	Compulsory continuation education
Ed. Code 49600-49604	Educational counseling

Ed. Code 51745	Independent study
Ed. Code 54400-54425	Programs for disadvantaged children
Ed. Code 54440-54445	Migrant children
Ed. Code 8800-8807	Healthy Start support services for children
W&I Code 18986.40-18986.46	Interagency children's services
W&I Code 4343-4352.5	Primary interventions program, mental health
Management Resources	Description
California Department of Education Publication	SB 65 School-Based Pupil Motivation and Maintenance Program Guidelines (2000-01 Edition), 2000
California Department of Education Publication	Student Success Teams: Supporting Teachers in General Education, 1997
California Dropout Prevention Network Publication	SST: Student Success Teams, 2000
Website	California Dropout Prevention Network
Website	National Dropout Prevention Center
Website	California Department of Education

Cross References

Code	Description
0415	Equity
0470	COVID-19 Mitigation Plan
1400	Relations Between Other Governmental Agencies And The Schools
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5123	Promotion/Acceleration/Retention
5123	Promotion/Acceleration/Retention
5123-E(1)	Promotion/Acceleration/Retention - Promotion Acceleration Retention
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.3	Health Examinations
5141.3	Health Examinations
5141.6	School Health Services
5141.6	School Health Services
5144	Discipline
5144	Discipline
5145.71	Title IX Sexual Harassment Complaint Procedures

5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5146	Married/Pregnant/Parenting Students
5147	Dropout Prevention
6000	Concepts And Roles
6020	Parent Involvement
6020	Parent Involvement
6158	Independent Study
6158	Independent Study
6159	Individualized Education Program
6159	Individualized Education Program
6159.4	Behavioral Interventions For Special Education Students
6164.2	Guidance/Counseling Services
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6171	Title I Programs
6171	Title I Programs
6174	Education For English Learners
6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program
6177	Summer Learning Programs
6179	Supplemental Instruction
6183	Home And Hospital Instruction
6185	Community Day School
6185	Community Day School

Regulation 6164.5: Student Success Teams

Status: DRAFT

Original Adopted Date: Pending

Team Membership

Members of individual student success teams or student study teams (SST) may include:

1. The principal or designee
2. One or more of the student's classroom teachers or former teachers
3. The student's parents/guardians
4. The student if appropriate
5. School Counselor(s)
6. Resource personnel or specialists, such as a school psychologist, nurse, outreach consultant, special education resource person, department chairperson, speech and language specialist, reading specialist, social worker, probation officer, community resource representative, mental health worker, and/or other person(s) relevant to the student's situation, as determined by the district

The makeup of each individual SST is at the district's discretion, and may not include participation from individuals in each of the categories listed above.

Team Responsibilities

The principal or designee shall:

1. Schedule meetings and establish meeting procedures
 2. Contact parents/guardians and other team members regarding team meetings
 3. Consult with appropriate school staff, including teachers and/or district resource personnel
 4. Arrange for observation of the student as needed
 5. Collect any additional background information necessary to inform team members about the student's strengths and needs, such as relevant student data, educational history, and work samples, as appropriate
 6. Help the student and parents/guardians prepare for the meeting
 7. Facilitate the team meetings
 8. Develop a plan to support the student which incorporates intervention strategies
 9. Ensure that the student's progress is monitored, that follow-up meetings are regularly scheduled, and that adjustments are made to the plan and related interventions as necessary
-

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W&I Code 4343-4352.5	Primary interventions program, mental health
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Website	California Department of Education

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Code	Description
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5123	Promotion/Acceleration/Retention
5123-E(1)	Promotion/Acceleration/Retention - Promotion Acceleration Retention
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.3	Health Examinations

5141.3	Health Examinations
5141.6	School Health Services
5141.6	School Health Services
5144	Discipline
5144	Discipline
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5146	Married/Pregnant/Parenting Students
5147	Dropout Prevention
6000	Concepts And Roles
6020	Parent Involvement
6020	Parent Involvement
6158	Independent Study
6158	Independent Study
6159	Individualized Education Program
6159	Individualized Education Program
6159.4	Behavioral Interventions For Special Education Students
6164.2	Guidance/Counseling Services
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6171	Title I Programs
6171	Title I Programs
6174	Education For English Learners
6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program
6177	Summer Learning Programs
6179	Supplemental Instruction
6183	Home And Hospital Instruction
6185	Community Day School
6185	Community Day School

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: May 3, 2022

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

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 11, 2022**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

New Hire

- Vanessa Chavez, Yard Supervisor – 3.25 hrs., Lincoln, effective 4/19/22
- Elizabeth Steen, Yard Supervisor – 2.5 hrs., Washington, effective 4/19/22
- Joseph Williams, Yard Supervisor – 3.5 hrs., Monroe, effective 4/19/22

Classified Temps/Sub

- Michael Leon, Substitute READY Program Tutor, effective 4/21/22

Short Term Classified

- Silvia Foreman, Short Term Special Circumstance Aide – 5.75 hrs., Simas, effective 4/19/22-6/3/22
- Maribel Gonzalez Salas, Short Term Yard Supervisor – 3.25 hrs., Simas, effective 5/2/22-6/3/22
- Lori Urrutia, Short Term Yard Supervisor – 2.25 hrs., Richmond, effective 5/2/22-6/3/22

b. Job Descriptions

- Paraprofessional (TK/K) (new)

c. Salary Wage Schedules for 2022-23

- Classified Salary Schedule (Revised)

d. Resignations**Classified**

- Samantha Ramirez, READY Program Tutor – 4.5 hrs., Washington, effective 4/22/22

Certificated

- Carmen Alvarez-Vargas, School Social Worker, King, effective 6/10/22
- Rachel Manes, Teacher, King, effective 6/3/22

e. Volunteers

<u>Name</u>	<u>School</u>
Avel Elizondo	Jefferson
Geraldine Esparza	Jefferson
Estefania Figallo	Jefferson
Richard Jennings, III	Jefferson
Karla Martinez	Jefferson
Nathaniel Serrato	Jefferson
Karen Venegas	Jefferson
Javier Bobadilla	King
Veronica Collins	King
Quantarshay Curtis	King
Hannah Felix	King
Shianah Gurrusquieta	King
Emely Lopez	King
John McCallion	King
Courtney Mendez	King
Andrea Munoz	King
Delia Sigala	King
Ana Bravo	Lincoln
Valarie Castellanos	Monroe
Xenia Contreras	Monroe
Michael Gonzales	Monroe
Roneey Hines	Monroe
Stacey Martin	Monroe
Randi Neumann	Monroe
Carrie-Anne Rumpak	Monroe
Eulogia Avalos	Richmond

Dixie Barajas	Richmond
Jazmin Beucher	Richmond
Salvador Carrasco, Jr.	Richmond
Caryn Collins	Richmond
Luis Garcia	Richmond
Ricardo Garcia	Richmond
Kelli King	Richmond
Sagrario Millan	Richmond
Diana Ortega	Richmond
Patricia Pacheco	Richmond
Guadalupe Perez	Richmond
Krystal Shoals	Richmond
Rebecca Torres	Richmond
Ana Uribe Buenrostro	Richmond
Elizabeth Zaragosa	Richmond
Javier Rodriguez-Corona	Roosevelt
Zenallynn Desamito	Simas
Daisy Fuentes	Simas
Sylvia Fulton	Simas
Katie Giles-Resch	Simas
Eva Hendrix	Simas
Steve Long	Simas
Kevin Robertson	Simas
Victoria Weeks	Simas
Kristen Booth	Washington
Chesterina Medina	Washington
Nadia Telles	Washington

f. Consider approval of University-Agency Agreement for Experiential Education between California State University, Fresno and the Hanford Elementary School District

g. Short Term Employment
CERTIFICATED STAFF SUMMER PROGRAMS

Special Education Extended School Year – 4.5 hours/day
6/6/22 – 6/30/22 (preparation days 6/6-6/7 and no school on 6/20/22)

- Maribel Santiago, K-3 Teacher, Monroe School
- Sara Crisp, 4-6 Grade Teacher, Woodrow Wilson Junior High School
- Angel Hawkins, 7-8 Grade Teacher, John F. Kennedy Junior High School

Nursing Services for Summer Programs – 8 hours/day

- LeAnn Williamson, School Nurse, effective 6/6-6/10 (5 Days)
- Cara Cummings, School Nurse, effective 6/13-6/17 (5 Days)
- Sarah Zufelt, School Nurse, effective 6/21-6/24 (5 Days)

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT
Job Description:

PARAPROFESSIONAL (TK/K)
(NEW)

DEFINITION

Under general supervision by school site administration or designated certificated staff, provides instruction to individual or small groups of students in general subject-matter areas to reinforce classroom lessons; observe, monitor and record student behavior and performance; and assist teachers in maintaining student academic and attendance records.

SUPERVISION RECEIVED AND EXERCISED

Works under the supervision of the school site administration or designated certificated staff to whom assigned; does not supervise any employee(s).

ESSENTIAL FUNCTIONS

- Work with and tutor students in individual and small group settings in various subject matter areas to reinforce classroom lessons, improve skill levels, test preparation, and assist students in completing class and homework assignments;
- May assist teachers with preparing instructional materials and homework packets; duplicate, collate, staple, and perform other related duties during non-instructional time. Arrange bulletin boards, displays, and visual aids.
- Assists with recordkeeping, filing, and other clerical duties as assigned;
- Observe, monitor and record student performance; assess student's learning needs based on performance; meet with teachers to discuss progress and determine student educational needs;
- Assists with implementing academic and behavioral strategies as outlined in students' IEP, 504, SST, Behavioral Support, or other individualized plan.
- Correct student classroom and homework assignments. Administer, monitor and score a variety of tests;
- Regularly administers placement, achievement, and diagnostic tests or other special program tests and records test scores;
- May supervise students during non-instructional time including yard supervision as assigned;
- Supervise and monitor students during classroom and other activities; assist in managing student behavior; assist with student discipline and conflict resolution; assist students in emergencies;
- May accompany class on study trips, assist in supervising students;

- Maintain the confidentiality of student records and information;
- Other duties as assigned.

NECESSARY EMPLOYMENT STANDARDS

Knowledge of:

Instructional and tutorial procedures and practices.

Correct English usage, spelling, grammar and punctuation;

Standard office equipment including personal computer and fax machine;

Operation of audio-visual equipment; and

Subject matter taught in the classroom.

Ability to:

Establish and maintain effective relationships with adults and students;

Demonstrate skill in the application of instructional/tutorial procedures and practices in general subject matter areas, including: mathematics, grammar, spelling, language writing, reading, science, social studies, art, and physical education.

Motivate and encourage positive learning patterns and behaviors among students.

Show enthusiasm for and interest in the instructional program

Plan and organize work

Meet schedules and timelines

Maintain accurate records.

Use required software, computer programs needed for both instructional services and record-keeping

Understand and carry out directions; and

EDUCATION AND EXPERIENCE:

Education: Equivalent to graduation from high school. Must meet the following requirements as defined in the ESEA Act of January 2002 Section 1119:
 Complete two years of higher education study, OR
 Hold or Obtain an Associate's degree OR
 Pass a formal state or local academic assessment that demonstrates knowledge of and the ability to assist in teaching, reading, writing, and mathematics or reading, writing and mathematics readiness.

Experience: One year of work involving contact with students.

EDUCATION AND EXPERIENCE (CONT.)

Testing: Obtain a passing score on the High School Minimum Proficiency Test.

Highly Desirable: Pursuing coursework that will lead to a Bachelors Degree and a teaching credential as a professional educator.

WORKING CONDITIONS:

Environment: Classroom and school environment.

Physical Abilities: Seeing to monitor student behavior during classroom activities, to read, prepare and proofread documents, perform assigned duties; hearing and speaking to exchange information related to classroom assignments and to speak on the telephone; sitting or standing for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other equipment; kneeling, bending at the waist and reaching overhead, above the shoulders and horizontally to retrieve and store files, and supplies, lifting light objects.

Adopted:

**HANFORD ELEMENTARY SCHOOL DISTRICT
2021-2022 CLASSIFIED SALARY SCHEDULE**

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
1		*per Month per Hour	2,433 14.04	2,555 14.74	2,682 15.48	2,817 16.25	2,957 17.06
2		per Month per Hour	2,555 14.74	2,682 15.48	2,817 16.25	2,957 17.06	3,105 17.91
3	Clerk Trainee	per Month per Hour	2,682 15.48	2,817 16.25	2,957 17.06	3,105 17.91	3,260 18.81
4		per Month per Hour	2,817 16.25	2,957 17.06	3,105 17.91	3,260 18.81	3,423 19.75
5	Clerk Typist I Food Service Worker I Instructional Aide	per Month per Hour	2,957 17.06	3,105 17.91	3,260 18.81	3,423 19.75	3,595 20.74
6	Bilingual Aide Bilingual Clerk Typist I Food Service Worker II Alternative Education Program Aide READY Program Tutor	per Month per Hour	3,105 17.91	3,260 18.81	3,423 19.75	3,595 20.74	3,774 21.78
7	Account Clerk I Custodian I Educational Tutor, K-8 Groundskeeper I Paraprofessional (TK/K) Signing Aide Special Circumstances Aide Special Education Aide Substitute Telephone Clerk	per Month per Hour	3,260 18.81	3,423 19.75	3,595 20.74	3,774 21.78	3,963 22.86
8	Account Clerk II Clerk Typist II Cook/Baker Food Service Utility Worker Library/Media Technician	per Month per Hour	3,423 19.75	3,595 20.74	3,774 21.78	3,963 22.86	4,161 24.01
9	Bilingual Clerk Typist II Bilingual Translator/Clerk Custodian II Delivery Worker Groundskeeper II Lead Food Service Worker Maintenance Worker I	per Month per Hour	3,595 20.74	3,774 21.78	3,963 22.86	4,161 24.01	4,369 25.21
10	Bus Driver Bus Driver/Service Worker Health Care Assistant Help Desk Technician Secretary READY Site Lead	per Month per Hour	3,774 21.78	3,963 22.86	4,161 24.01	4,369 25.21	4,588 26.47
11	Bilingual Health Care Assistant Dispatcher Irrigation Specialist Licensed Vocational Nurse Lead Custodian	per Month per Hour	3,963 22.86	4,161 24.01	4,369 25.21	4,588 26.47	4,817 27.79
12	Account Technician I Licensed Vocational Nurse (Bilingual) Warehouse/Reprographics & Mail Technician	per Month per Hour	4,161 24.01	4,369 25.21	4,588 26.47	4,817 27.79	5,058 29.18

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
13	Bus Driver/Mechanic	per Month	4,369	4,588	4,817	5,058	5,311
	Head Custodian	per Hour	25.21	26.47	27.79	29.18	30.64
	Maintenance Worker II						
	Mechanic						
	Parent Liaison Specialist						
	Painter/Maintenance Worker II						
14	Teacher Resource Center Specialist						
	Administrative Secretary I	per Month	4,588	4,817	5,058	5,311	5,576
15		per Hour	26.47	27.79	29.18	30.64	32.17
	Account Technician II - Accounts Payable	per Month	4,817	5,058	5,311	5,576	5,855
	Administrative Secretary II	per Hour	27.79	29.18	30.64	32.17	33.78
	Child Welfare and Attendance Specialist						
	Computer Maintenance Technician						
16	Database Specialist I						
	Account Technician III	per Month	5,058	5,311	5,576	5,855	6,148
	Community Day School Specialist	per Hour	29.18	30.64	32.17	33.78	35.47
	DSF Work Control Technician						
	Educational Interpreter						
17	Student Specialist						
	Bilingual Student Specialist	per Month	5,311	5,576	5,855	6,148	6,455
	Bilingual Community Day School Specialist	per Hour	30.64	32.17	33.78	35.47	37.24
	Heating, Ventilation & Air Conditioning Specialist						
18	Locksmith						
	Account Technician IV	per Month	5,576	5,855	6,148	6,455	6,778
	Database Specialist II	per Hour	32.17	33.78	35.47	37.24	39.11
	Lead Mechanic (Automotive)						
	Network Engineer						
19	Systems Engineer						
		per Month	5,855	6,148	6,455	6,778	7,117
20		per Hour	33.78	35.47	37.24	39.11	41.06
		per Month	6,148	6,455	6,778	7,117	7,473
		per Hour	35.47	37.24	39.11	41.06	43.11

*Monthly rate is based on an 8-hour per day, 12-month employee

Each range is based on meeting minimum requirements. Persons not meeting minimum requirements will stay on current range.

Translator - Employees who are assigned translation duties (verbal or written) outside their regularly assigned shift shall be paid at the current rate of pay for their regular position. Any time worked by an employee as a Translator shall not count toward benefit accrual within his/her regularly assigned position, including but not limited to health and welfare benefits, increased hours, or vacation and leave credit.

Yard Duty - Employees who assume yard supervision duties in addition to their regular position shall be paid for such extra duties at their current rate of pay for their regular position.

Longevity - Full-time Employees shall receive annual longevity pay when they complete milestone years of service as indicated below:

15 Years - \$1,125

20 Years - \$2,250

30 Years - \$3,375

Employees shall receive longevity pay on July 1 if they reached one of the above milestones on or before December 31 of the current year.

Part-time employees shall receive the appropriate pro rata share when they complete milestone years of service.

ADDITIONAL COMPENSATION FOR CLASSIFIED EMPLOYEES

Bilingual Stipend: Employees who are required to use a second language from time to time in his/her regular assignment and who has demonstrated competency in the second language as established by the District shall receive a stipend in accordance with the following schedule. Payments will be made each month based upon work year as outlined in Article 23 Pay and Allowances of the CSEA/HESD Collective Bargaining Agreement.

BILINGUAL STIPEND SCHEDULE

8 hour employee	\$400 per year
7 hour but less than 8 hour employee	\$350 per year
6 hour but less than 7 hour employee	\$300 per year
5 hour but less than 6 hour employee	\$250 per year
4 hour but less than 5 hour employee	\$200 per year
3 hour but less than 4 hour employee	\$150 per year
2 hour but less than 3 hour employee	\$100 per year
1 hour but less than 2 hour employee	\$ 50 per year

Out of Classification Work: An employee who temporarily performs the essential functions of a higher classification shall be entitled to the lowest step in the higher range which exceeds the employee's rate of pay by a minimum of five percent (5%) (Article 23 Section H of the CSEA/HESD CBA Agreement)

Professional Growth increments will be awarded as follows:

No. of Semester		No. of Semester	
Increments	Units	Increments	Units
1 st	6	12 th	72
2 nd	12	13 th	78
3 rd	18	14 th	84
4 th	24	15 th	90
5 th	30	16 th	96
6 th	36	17 th	102
7 th	42	18 th	108
8 th	48	19 th	114
9 th	54	20 th	120
10 th	60	21 st	126
11 th	66		

Employees will be paid, in addition to their regular rate of pay, ten dollars and zero cents (\$10.00) per month per increment. (See Article 11 Professional Growth).

ADDITIONAL COMPENSATION FOR CLASSIFIED EMPLOYEES (cont.)

Split Shift Differential Compensation: All employees whose regularly assigned shift contains one or more periods of unpaid time which exceeds ninety (90) minutes shall be paid a shift differential premium of seven (7%) above the regular rate of pay for all hours worked. (See Article 12, Section K of the CSEA/HESD Collective Bargaining Agreement).

Night Differential: Any employee who works a regularly District-assigned shift between the hours of 5:00 p.m. and 6:00 a.m. shall receive a seven (7%) differential for each hour worked within that time frame. (See Article 12, Section L of the CSEA/HESD Collective Bargaining Agreement).

Work Week:

An employee with a regular work week other than Monday through Friday shall receive a fifteen percent (15%) shift differential for work days other than Monday through Friday. (See Article 12, Section T.3 of the CSEA/HESD Collective Bargaining Agreement).

On-Call Bus Driver Stipend: For a limited number of classified employees who work within the District and who serve in classifications other than Bus Driver or Bus Driver/Service Worker, but who are willing to obtain the required training and licenses to operate a school bus and serve as an on-call bus driver as needed, the District will pay a stipend of One Thousand Dollars and No Cents (\$1,000) per year to each employee. The number of On-Call Bus Drivers needed and eligibility for the stipend shall be evaluated and determined by the District at the commencement of each school year. (See Article 23, Section J of the CSEA/HESD Collective Bargaining Agreement).

HVAC Specialist Stipends:

The District will pay the following stipends annually to employees in the HVAC Specialist position, provided the District has determined a continuing need:

- QAC-A Certificate - \$1,500 annually
- NATE-HVAC Certificate - \$1,200 annually

Verification of the QAC-A and NATE-HVAC Certificates must be provided to the Office of Human Resources by May 15th of each year

Adopted:

Effective:



University-Agency Agreement for Experiential Education California State University, Fresno

California State University, Fresno is committed to service in the community, and applied learning experiences for students. This is accomplished through field education, service-learning, internships, research, and other activities that integrate our students' academic study with practical experience.

THIS AGREEMENT, made and entered into this _____ day of _____ of 20____ is between the Trustees of the California State University, hereinafter called the "Trustees," on behalf of California State University, Fresno, hereinafter called the "University," and _____, hereinafter called the "Learning Site."

In consideration of the mutual promises set forth below, the University and Learning Site ("parties") agree as follows:

I. Learning Site's Responsibilities

- A. Identify the student's supervisor, who agrees to: meet with the student regularly to facilitate the student's learning experience; provide support, review progress on assigned tasks, verify service hours, give feedback and be responsible for the safety and supervision of student while on site.
- B. Provide an orientation that includes: a site tour; an introduction to staff relevant to the student's experiential learning activities; a description of the characteristics of and risks associated with the Learning Site's operations, services and/or clients; a discussion concerning safety policies and emergency procedures; and information detailing where students check-in and how they log their time.
- C. Provide student with a written description of the student's tasks and responsibilities.
- D. Provide appropriate training, equipment, materials and work area for students prior to students performing assigned tasks or working with the Learning Site's clients.
- E. Inform student if there is a need for a background check, fingerprinting and/or a health screening test (such as a tuberculosis test); and if yes, obtain the student's fingerprints, background check and/or health screening test results; and maintain the confidentiality of any results as required by federal and state law.
- F. Evaluate the student if requested by the University and contact the University if the student fails to perform assigned tasks or engages in misconduct.
- G. Provide emergency first aid for any student who becomes sick or injured by conditions arising out of or in the course of said student's participation in the learning experience at the Learning Site, and providing prompt notification (within 24 hours) to the University. Student is responsible for all associated costs and fees.
- H. The Learning Site will notify the University contact listed in the specific student's Learning agreement as soon as possible of any unusual and/or uncontrolled health & safety hazards and/or incidents of violence that occur at the Learning Site during the contract period.
- I. The Learning Site reserves the right to dismiss a student for any reason. The Learning Site

shall provide notification of the termination as soon as possible to the University contact listed in the specific student's Learning agreement.

- J. The Learning Site is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". The Learning Site is familiar with and informed about the Centers for Disease Control and Prevention (CDC) current guidelines regarding COVID-19 as well as applicable federal, state and local governmental directives regarding COVID-19. The Learning Site to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, The Learning Site will take steps to comply with the modified, changed or updated guidelines or directives. If at any time Learning Site becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify the University's Administrator of Environmental Health & Safety, Risk Management at (559) 278-6910 that fact.

II. University's Responsibilities

- A. The University will advise the student(s) of their responsibility to:
1. Participate in all training required by the Learning Site.
 2. Exhibit professional, ethical and appropriate behavior when at the Learning Site.
 3. Complete all assigned tasks and responsibilities in a timely and efficient manner.
 4. Abide by the Learning Site's rules and standards of conduct.
 5. Maintain the confidentiality of the Learning Site's proprietary information, records and information concerning its clients.

III. General Provisions

- A. This Agreement will become effective as of the date last written below and continue for a period of 5 years unless terminated by either party after giving the other party 30 days written notice of the intent to terminate. If the Learning Site terminates this Agreement, it will permit any student working at the Learning Site at the time of termination to complete his or her work. At the 5-year termination date the agreement can be renewed once it has been reviewed, updated as applicable and executed by the appropriate parties.
- B. The Learning Site and the University agree to indemnify, defend and hold harmless each other from any and all liability for any personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligence or willful misconduct of their respective officers, employees, agents or volunteers in the performance of this Agreement. This paragraph will survive expiration or termination of this Agreement.
- C. Each party agrees to maintain general liability coverage of at least \$1,000,000 per occurrence, \$2,000,000 aggregate and to provide evidence of coverage upon request. Insurance must be placed with insurers with a current A.M. Best rating of at least A, or a qualified program of self-insurance.
- D. The Learning Site and the University will meet upon request or as necessary to resolve any potential conflicts and to facilitate a mutually beneficial experience for all involved.
- E. Students participating in a learning activity at the Learning Site are considered trainees, and are not officers, employees, agents or volunteers of the University or the Learning Site. (For paid internships only, students may be eligible for Workers Compensation, benefits and/or compensation of other types which would be the responsibility of the Learning Site to determine and provide as required by law.)

- F. Nothing contained in this Agreement confers on either party the right to use the other party's name without prior written permission, or constitutes an endorsement of any commercial product or service by the University.
- G. There shall be no monetary obligation on the University or the Learning Site, one to the other.
- H. As trainees, and solely for the purposes provided in this section, the students and instructors shall be considered member of the Learning Site "workforce" as defined by the HIPAA regulations of 45 CFR Section 160.103, and shall be subject to Learning Site's policies protecting the confidentiality of personal health information, as well as any other confidential information that may arise out of performance of this agreement. AGENCY shall provide the students with substantially the same training that it provides to its employees for such purposes.
- I. This Agreement may not be altered unless both parties agree in writing. The parties agree to follow all applicable federal, state and local laws and regulations, including but not limited to laws prohibiting discrimination and harassment. Additionally, this agreement is not legal and binding upon any of the parties concerned until signed on behalf of the Trustees by the University, and the Learning Site.
- J. Any written notice given under this agreement shall be sent by registered mail to each of the addresses below:

UNIVERSITY:

Name: Brian CothamTitle: Director of ProcurementPhone: 559-278-2893Email: bcotham@csufresno.edu

LEARNING SITE:

Name: _____

Title: _____

Phone: _____

Email: _____

IN WITNESS WHEREOF, this Agreement has been executed by the parties as of the date last written below.

CALIFORNIA STATE UNIVERSITY, FRESNO

By:

Authorized Signature Date

Brian Cotham, Director of Procurement
California State University, Fresno
5150 N. Maple Ave., M/S JA111
Fresno, CA 93740

Department and Person initiating agreement:

Department of Social Work

College/Department

(NAME OF LEARNING SITE)

By:

Authorized Signature Date_____
Printed Name & Title_____
Mailing Address (Street, City, State, Zip Code)

Claudia Ceja

Name (Individual)

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 05/02/2022

FOR: ☒ Board Meeting
☐ Superintendent's Cabinet

FOR: ☐ Information
☒ Action

Date you wish to have your item considered: 05/11/2022

ITEM:

Consider adoption of Resolution #22-22, which allows the District to apply for funding from the electric school buses through the Electric School Bus Incentive Program administered by the San Joaquin Valley Air Pollution Control District.

PURPOSE:

The San Joaquin Valley Air Pollution Control District is developing an electric school bus program. This program provides funding for school districts in the Valley to replace diesel school buses with electric school buses. There is a maximum funding of \$400,000 per school bus.

FISCAL IMPACT:

The District will be responsible for any cost exceeding \$400,000 per a school bus. The current electric school bus cost is approximately \$425,000.

RECOMMENDATIONS:

Adopt Resolution #22-22, which allows the District to apply for funding from the electric school buses through the Electric School Bus Incentive Program administered by the San Joaquin Valley Air Pollution Control District.

RESOLUTION# 22-22
Hanford Elementary School District
Electric School Bus Incentive Program

It was approved by the Hanford Elementary School District Governing Board, that the following Resolution be adopted:

RESOLUTION AUTHORIZING THE HANFORD ELEMENTARY SCHOOL DISTRICT TO MAKE APPLICATION FOR AND TO SIGN CERTAIN ASSURANCES WITH RESPECT TO APPLICATIONS FOR LOCAL, STATE AND FEDERAL PROGRAMS, PROJECTS OR GRANTS

WHEREAS, Several Local, State and Federal programs allow public and non-profit transportation providers to apply for administration, capital, and operation assistance programs or grants; and

WHEREAS, Hanford Elementary School District Governing Board must authorize someone by resolution, as the “Authorized Individual” to make application and administer the Electric School Bus Incentive Program;

NOW, THEREFORE, BE IT RESOLVED that the Hanford Elementary School District Governing Board hereby authorizes David Endo, Chief Business Official to make application for, to sign required assurances, and to administer the Electric School Bus Incentive Program with respect to applications for Local, State and Federal programs, projects or grants, on behalf of this School District.

The foregoing Resolution was passed and adopted by the Hanford Elementary School District Governing Board at a regular meeting thereof, held on the 11th day of May, 2022.

Ayes:

Noes:

Absent:

 Jeff Garner, President