



H.U.S.D. BOARD MEETING SUMMARY  
Wednesday, April 24, 2013

**Board Roll Call:**

Present: Mr. William McGee, President  
Dr. Annette Walker, Vice President  
Mr. John Taylor, Clerk  
Ms. Lisa Brunner, Member  
Dr. Luis Reynoso, Member

**In Closed Session the Board of Education approved the following:**

- **On a motion by Mr. Taylor and seconded by Ms. Brunner the Board voted 4 ayes (McGee, Walker, Taylor, Brunner), 1 nay (Reynoso) to accept the agreement for Case #2012080885**

**CONSENT ITEMS**

1. **The Board Approved** – Personnel Appointments, retirements, changes of status, waivers, leaves of absence, and terminations (Human Resources)
2. **The Board Approved** – The following warrants between March 6, 2013 through March 25, 2013 (Business Services)

Payroll – Direct Deposit	\$ 7,300,018.28
Payroll – Warrants	\$ 519,459.65
General Fund - Total Non-Payroll	\$ 7,628,094.46
Adult Education Fund	\$ 136,162.23
Food Services Fund	\$ 259,035.17
Child Development Fund	\$ 45,465.81
Deferred Maintenance Fund	\$ 2,000.00
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$1,703,221.44
School Facilities/Proposition 1A	\$ -0+
Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ -0-
<b>TOTAL EXPENDITURES</b>	<b>\$ 17,593,457.04</b>

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### 3. **The Board Approved** – Overnight Study Trip (Educational Services)

a) **Ruus– June 6-9, 2013**: Five 3rd grade students will participate in a California History study to Sacramento, California. Students will travel by private vehicle and be housed in a hotel. There will be one male chaperone and two female chaperones. Paul Garrison, teacher, will be in charge of this trip. The cost for students is \$130. Donations will finance this trip. No student will be denied participation due to lack of funds. The event will take place Thursday, June 6 through Sunday, June 9.

### 4. **The Board Adopted** – Resolution 1213-34 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF) (Business Services)

School districts are responsible for filing signatures with the State Treasurer’s Office per Government Code section 16429.1 et.seq. Pursuant to Government Code section 16429.1 et. seq. the Governing Board of the district specifies that the following individuals are authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund (LAIF) and may execute and deliver any and all documents necessary:

- Dr. Donald Evans, Superintendent
- Luci Rogers, Director of Business Support Services
- Billy Martin, Director of Maintenance & Operations, Facilities & Security
- Andrew Lathrop, Manager of Insurance/Emergency Preparedness

The resolution will be sent to the State Treasurer’s Office for their records.

### 5. **Information to the Board** – Hayward Education Foundation Spring Gala – March 22, 2013 (Board of Education)

Board Members attended the Hayward Education Foundation Spring Gala on Friday, March 22, 2013 and shared with the community information from the event.

### 6. **Information to the Board** – Mt. Eden High School Instrumental Music Program at Davies Symphony Hall – March 23, 2013 (Board of Education)

This item showcased the Mt. Eden High School Instrumental Music Program’s performance at Davies Symphony Hall on Saturday, March 23, 2013.

### 7. **The Board Adopted** – The minutes of the Regular Board Meeting of March 27, 2013 (Office of the Superintendent)

## **ACTION/DISCUSSION ITEMS**

### 1. **The Board Adopted** – Resolution 1213-30 Declaring May 6-10, 2013 as Week of the Teacher (Human Resources)

On Wednesday, May 8, 2013, communities and organizations across the state will observe “Day of the Teacher.” This resolution is a formal recognition by the Board of Education in recognizing the contributions of our teachers. The Board changed the resolution from “Day of

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the Teacher May 8, 2013” to “Week of the Teacher for May 6-10, 2013”. This resolution arose out of legislation co-sponsored by CTA and the Association of Mexican American Educators. Sen. Joseph Montoya (D-El Monte) wrote the bill and it was adopted in 1982 as Senate Bill 1546. California has patterned its celebration after the traditional “El Dia del Maestro” festivities observed in Mexico and other Latin American countries. The Week of the Teacher, May 6-10, 2013, will be posted on the Hayward Unified School District website with a message from the Superintendent of Hayward Unified School District encouraging all parents, community members, and the local media to participate in observances which express their appreciation to teachers at schools throughout the District.

### **2. The Board Conducted a 1<sup>st</sup> Reading of Revised/New Board Policies/Administrative Regulations and Approved the following:** (Office of the Superintendent)

The Board of Education was presented with updated policies and regulations, including updates from the California School Boards Association (CSBA) and HUSD staff for review and revisions on the Series 7000 – New Construction Policies and Administrative Regulations.:

<b><u>Original HUSD Adopted Board Policy</u></b>			<b><u>Recommended Revised Board Policy</u></b>		
a)	BP 1000	Concepts and Roles	BP 1000		Concepts And Roles
b)	New		BP 1020		Youth Services
c)	BP 1100	Communications with the Public	BP 1100		Communication With The Public
d)	BP 1112	Public Press, Radio and Television	BP 1112		Media Relations
e)	BP 1112.4	District and School Web Sites	BP/AR 1113		District And School Web Sites
f)	New		BP/AR 1114		District-Sponsored Social Media
g)	BP 1120	Governing Board Meetings			Deleted by CSBA
h)	New		BP 1150		Commendations and Awards
i)	New		BP 1160		Political Processes
j)	BP 1220	Citizen Advisory Committees	BP/AR 1220		Citizen Advisory Committees
k)	BP 1300	Public Activities Involving Staff, Students and School Facilities			Deleted by CSBA
l)	BP 1310	Relations Between Public and School Personnel			Deleted by CSBA
m)	BP 1312	Complaints Concerning the Schools			Deleted by CSBA
n)	BP 1312.1	Complaints Concerning School Personnel	BP/AR 1312.1		Complaints Concerning District Employees
o)	BP 1312.2	Complaints Concerning Instructional Materials	BP/AR/E	1312.2	Complaints Concerning Instructional Materials
p)	AR 1312.4	Williams Complaint Procedures	AR/E 1312.4		Williams Uniform Complaint Procedures
q)	BP 1312.5	Complaints Concerning Discrimination			Deleted by CSBA
r)	BP 1312.6	Complaints Concerning Consolidated Categorical Aid Programs			Deleted by CSBA

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The Board waived a Second Reading and approved the all the policies, but with amended language to be inserted in BP 1220. The updated Board Policies/Administrative Regulations will be available to parents/guardians, students, staff and community members.

### 3. **Information to the Board** – Common Core Standards Update (Educational Services)

Educational standards describe what students should know and be able to do in each subject in each grade. In California, the State Board of Education decides on the standards for all students, from kindergarten through high school. California – and 44 other states – have adopted the same standards for English and math. These standards are called the Common Core State Standards (CCSS). Having the same standards helps all students get a good education, even if they change schools or move to a different state. Teachers, parents, and education experts designed the standards to prepare students for success in college and the workplace. The presentation included the following:

- An overview of the Common Core State Standards and the timeline to transition to California Common Core Standards.
- Described HUSD’s approach to transition to California Common Core Standards.
- Examined the implications of the California Common Core Standards in math.

Common Core will affect all districts in California. HUSD has taken a proactive approach to transition to Common Core. Our approach includes building on the best practices identified from our successful schools and programs. These are the same best practices that are a part of our Program Improvement Corrective Action Plan.

### 4. **The Board Approved** – Local Educational Agency Plan (Educational Services)

The Local Educational Agency (LEA) Plan is a required document that needs to be submitted to the State. Per No Child Left Behind regulations, “the approval of the Local Educational Agency Plan by the local school board and State Board of Education is a requirement for receiving federal funding subgrants for NCLB programs. The LEA Plan includes specific descriptions and assurances as outlined in the provisions included in NCLB.” In order to remain compliant with State regulations – and to meet requirements from the Federal Program Monitoring process HUSD went through in October of 2012 – the district must update its LEA plan. The LEA Plan follows the State template. The state requires that districts establish 5 performance goals. The following goals have been established for HUSD and are the targets we need to meet to exit Program Improvement:

- 1a) Reading/language arts: Increase by 10% the number of students who score at proficient or advanced every year in reading/language arts.
- 1b) Math: Increase by 10% the number of students who score at proficient or advanced every year in reading/language arts.
- 2) Increase by 5% the number of EL students who are reclassified every year.
- 3) By 2015-16 100% of students will be taught by Highly Qualified Teachers.
- 4) Reduce by 10% the number of suspensions and expulsions.
- 5) Increase by 10% the number of students graduating high school.

The LEA Plan includes the plans, strategies, and activities that are either on-going or have been presented to the Board during the course of the year. These include:

- HUSD’s Vision
- Students will be prepared, challenged and motivated in a 21st Century learning environment that develops the physical, intellectual and emotional success of all learners.

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- The 3 R's for 21<sup>st</sup> Century Success Plan
  - Common Core Instructional Framework
  - Response to Intervention
  - Cycle of Inquiry
- Program Improvement Corrective Action Plan
- African-American Student Achievement Initiative
- Learning Academies (e.g. CAHSEE Academy)
- School Climate Support (e.g. Restorative Justice)
- Transition to Common Core State Standards

The Board approved the plan with amended language to be inserted by staff as directed by the Board.

### 5. **The Board Adopted** – Resolution 1213-31 Maintenance Assessment District for 2013-14 Engineer's Report (Business Services)

On February 27, 2013, Hayward Unified School District Board of Trustees (the "Board") adopted Resolution 1213-22 directing SCI Consulting Group, the District's assessment engineer and assessment administration firm, to prepare an Engineer's Report for the Hayward Unified School District Maintenance Assessment District ("Maintenance Assessment District") for fiscal year 2013-14. In each year for which the assessments will be levied, the Board must direct the preparation of an Engineer's Report, budgets and proposed assessments for the upcoming fiscal year. After the Engineer's Report is completed, the Board will preliminarily approve the Engineer's Report and proposed assessments, and establish the date for a public hearing on the continuation of the assessments. If the Board approves this Engineer's Report and the proposed assessments by resolution, a notice of public hearing must be published in a local paper at least 10 days prior to the date of the public hearing. The resolution establishing the date for a public hearing is used for this notice. The Hayward Unified School District (the "District") owns school buildings, turf and play areas, public grounds, and/or other facilities, serving an area of over 40,000 parcels. In 1994, the Board approved the Maintenance Assessment District which provides funding to maintain and improve the school grounds, playfields, recreational facilities and other permanent public improvements within the District boundaries. In 1997, the assessments were supported by a weighted majority of assessment ballots received in an assessment ballot proceeding conducted pursuant to Proposition 218. SCI Consulting Group ("SCI") will administer and process the current parcel data to establish current assessments for each parcel in the assessment district boundaries. SCI will cause a Notice to be published in a local newspaper in order to notify the public of the hearing that will be held on May 22, 2013, for the continued levy of the assessments. The proposed assessment for MAD for fiscal year 2013-14 is \$28.00 per single family equivalent benefit unit. The total amount of revenue that would be generated by the assessments in fiscal year 2013-14 is approximately \$1,270,902.

### 6. **The Board Approved** – Five Year Facilities Master Plan (Business Services)

In October 2006 the District Administration determined that a comprehensive master plan was essential in addressing the physical condition of aging facilities and providing an improved organizational structure of the Facilities Department. The District-Wide Facilities Master Plan attempts to (1) define and outline the current situation; (2) provide comprehensive solutions to immediate and short-term challenges; and (3) provide guiding principles for anticipating long term needs. The intent of the District-Wide Master Plan 2013 Update is to:

- Recognize Measure I achievements
- Update and build upon the original Facilities Master Plan (2006) and previous 2012 Updates

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- Plan for quality and equity in facilities District-wide
- Optimize facility utilization in order to better reduce operational cost
- Ensure long-term fiscal solvency

### 7. **The Board Held a Public Hearing** – Of the Association of Educational Office & Technical Employees (AEOTE) Unit Successor Agreement Proposal to the District (Human Resources)

The Association of Educational Office and Technical Employees (AEOTE) Unit presented its successor agreement proposal to the Hayward Unified School District at the Board meeting of March 27, 2013. Copies of the proposal were made available for public review on March 28, 2013. By law, school districts are required to conduct a public hearing concerning the proposal in an open session of the Board.

### 8. **The Board Approved** –The Annual Declaration of Need for Fully Qualified Educators (Human Resources)

The district has a need to use emergency permit teachers in assignments in areas difficult to fill such as bilingual, special education, mathematics, and life and physical science. Emergency permit teachers are also used to fill part-time assignments and long-term assignments. Before a district can apply for an emergency permit or limited assignment permit, the governing board must adopt a declaration certifying that there is an insufficient number of certificated persons who meet the district's employment criteria. Emergency permits are used for Cross cultural, Language and Academic Development (CLAD), Bilingual Authorization Permits, Resource Specialist Permit, Teacher Librarian Services and Visiting Faculty Permits. A Limited Assignment Teaching Permit is used for a credentialed teacher to teach the subject outside his/her credential authorization. It is used for both general education and special education teachers. The district has been diligently working to minimize the number of teachers hired with emergency and limited assignment permits.

<b><u>School Year</u></b>	<b><u>Emergency Permits Requested</u></b>	<b><u>Actual Number of Emergency Permits</u></b>	<b><u>Limited Assignment Permits Requested</u></b>	<b><u>Actual Number of Limited Assignment Permits</u></b>
2010/11	35	6	40	14
2011/12	33	N/A	30	16
2012/13	28	N/A	30	N/A
2013/14	29	N/A	30	N/A

The numbers indicated are the maximum that the district would expect in any one area. The declaration is in anticipation of needs for the 2013-2014 school year. We will hire teachers with emergency and limited assignment permits only if we are not able to find highly qualified candidates.

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**9. The Board Did Not Adopt – Resolution 1213-33 for Reduction in Classified Services (Human Resources)**

The Board did not adopt this resolution and requested that staff return with further information on the affects and budget impact on the reduction of these Classified Services as well as the two vacant positions that were proposed on the resolution.

**10. The Board Approved – Consultant Contracts (Educational Services)**

	<b>Vendor</b>	<b>Purpose</b>	<b>Div/Program</b>	<b>Amount</b>
a)	Bay Area Writing Project	Provide a 13-day Writing Camp for Park Elementary students to explore their writing interests, discover strengths & learn more about the craft of writing	Educational Services	\$44,000 – Hayward Promise Neighborhood Grant
b)	Brenda La Cosse	Provide additional Deaf & Hard of Hearing services for students	Educational Services	\$7,500 – General Fund (previous contract board approved for \$7,500 on 9/12/12 for a total of \$15,000)

**11. The Board Accepted – The Donations Report (Business Services)**

<b>DONOR</b>	<b>ITEM</b>	<b>VALUE</b>	<b>SITE</b>
Computers for Learning Federal Program	Computers, Monitors, Servers, Printers	\$8,095.00	Brenkwitz High School

**Future Board Meetings:**

Regular Board Meeting – Wednesday, May 8, 2013 – 6:30 p.m. (Open Session)  
City Hall

Board Workshop – Saturday, May 18, 2013 – 9:00 a.m. – 1:00 p.m. (Open Session)  
HUSD Board Room

Regular Board Meeting – Wednesday, May 22, 2013 – 6:30 p.m. (Open Session)  
City Hall

Regular Board Meeting – Wednesday, June 19, 2013 – 6:30 p.m. (Open Session)  
City Hall