



H.U.S.D. BOARD MEETING SUMMARY
Wednesday, July 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 Ms. Brunner and seconded by Mr. Taylor the Board voted 4 ayes (McGee, Walker, Taylor, Brunner) 1 nay (Reynoso) to appoint Shann Chu as Principal of Brenkwitz High School**
- **On a motion by Ms. Brunner and seconded by Mr. Taylor the Board voted 4 ayes (McGee, Walker, Taylor, Brunner) 1 nay (Reynoso) to appoint Evelyn Ocasio as Principal at Ruus Elementary School**

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 May 29, 2013 through July 3, 2013 (Business Services)

IMPLEMENTATION:

Payroll — Direct Deposit	\$ 14,477,814.88
Payroll — Warrants	\$ 738,439.25
General Fund - Total Non-Payroll	\$ 9,973,637.31
Adult Education Fund	\$ 229,460.52
Food Services Fund	\$ 439,620.13
Child Development Fund	\$ 83,472.32
Deferred Maintenance Fund	\$ 7,074.48
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$ -0-
School Facilities/Proposition IA	\$ 59,203.88

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Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ -0-
TOTAL EXPENDITURES	\$ 26,089,771.62

3. **The Board Approved** – Non Public Placement (Educational Services)

The IEP team has determined that this student requires the service of a non-public school in order to meet his educational needs.

Non-public School	State Funds	HUSD COSTS
Anova Education, Inc. Tuition	\$0	\$4,378

4. **The Board Accepted** – Williams Complaint Update (Educational Services)

Williams Legislation requires quarterly reports to the H.U.S.D. Board of Trustees. This Legislation calls for public schools statewide to provide equal access to qualified teachers, instructional materials, and campus facilities that are safe and in good condition. The eligibility list is required to be updated every 3 years. The following sites are Williams' schools based on their 2009 base API.

Burbank	Lorin Eden	Winton
Cherryland	Park	Hayward
Eden Gardens	Ruus	Mt. Eden
Fairview	Schafer Park	Tennyson
Faith Ringgold	Southgate	
Glassbrook	Strobridge	
Harder	Treeview	
Longwood	Tyrrell	

No William's complaints were received for this Quarterly Report.

5. **The Board Approved** – Satellite Childcare Service Contracts (Educational Services)

The Satellite Family Day Care Home program is a network of five licensed day care homes that provide in-home care for Hayward children from infancy through three years of age. Family child care is provided for very young children who may be entering care for the first time. This service is a part of the Child Development Program that HUSD has implemented through a contract with the State of California. The hours of operation for this program are 7:00 a.m. — 6:00 p.m. This program is supervised by the Director of Child Development Programs. This action renews and approves the agreements of Menigheh Nadimi, Georgianna Quihuis, Evelia Rodriguez, Liliana Rodriguez, and Myriam Zuniga.

6. **The Board Adopted** – Resolution 1314-08 Child Development CCTR-3007 Contract (Educational Services)

HUSD currently contracts out to family license care facilities in order to provide childcare services for children up to the age of three. These programs provide childcare services to children across the district. In addition, this contract funds the childcare services for our Tennyson High School Teen Parent Program. A fiscal-year funding contract in the amount of \$382,782 for General Child Care & Development Programs has been received from the State of

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California for approval. This contract continues funding for the Child Development General Child Care Program in the 2013-2014 fiscal year.

7. The Board Adopted – Resolution 1314-09 Child Development CCTR-3014 Contract (Educational Services)

HUSD currently operates pre-school programs located at 7 elementary school sites (Burbank, Bowman, Cherryland, Harder, Fairview, SIAC, and Palma Ceia) as well as at the Helen Turner State Preschool. These programs provide subsidized pre-school services for HUSD students across the district. A fiscal-year funding contract in the amount of \$2,964,823 for California State Preschool Program has been received from the State of California for approval. This contract will continue the funding for the Child Development Pre-School Programs in the 2013-2014 fiscal year.

8. The Board Approved – Consolidated Application (Educational Services)

The Consolidated Application (Con-App) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and district funded charter schools throughout California. Spring Release of the application is to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs. The data submitted by Hayward Unified School District in Con App Spring Release will determine the amount of funds appropriated by CDE to the district for the coming school year, and will be outlined in the Con App Winter Release, which will be submitted in January 2014. HUSD is applying for the following programs:

- Title I, Part A (Improving the Academic Achievement of the Disadvantaged)
- Title II, Part A (Teacher and Principal and Recruiting)
- Title III, Part A (Language Acquisition, Language Enhancement, and Academic Achievement)
- Economic Impact Aid (EC 54000) Provides support and services for English Language Learners and compensatory education services for educationally disadvantaged students
- No Child Left Behind also made provisions for private schools to participate in the above named federal programs. Letter of "Intent to Participate" are mailed to private schools within HUSD boundaries and private schools in neighboring districts. These provisions relate to services and/or benefits for eligible children enrolled in, and other educational personnel employed by private elementary and secondary schools. These services and/or benefits must be equitable in comparison to services and benefits for public school children, and must be provided after timely and meaningful consultation with appropriate private school officials. NCLB states that private schools are eligible to participate in the following categorical programs; Title I, Part A; Title II, Part A; Title III, and EIA.

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9. The Board Adopted – Resolution 1314-03 District Authorized Signatures for Fiscal Year 2013-14 (Business Services)

On an annual basis as often as needed, the Governing Board shall designate authorized agents to sign district documents, orders, and agreements. These agency representatives are officers of the District and responsible for District operations. The list of authorized agents shall be submitted to the Alameda County Office of Education prior to the approval of any order of the release of funds from the District. Education Code 42632 requires that all orders drawn on the funds of the District shall be signed by the "majority of the members of district's governing board" or authorized signers. Education Code 42633 requires that all authorized signatures be filed at the County Office of Education including members of the Governing Board. The County Superintendent shall not approve orders for payment unless the signatures are on file and have been verified. The list of district authorized signatures has been updated for the 2013-14 fiscal year to include recent personnel changes.

10. The Board Adopted – Resolution 1314-04 Signature Card Board Members (Business Services)

On an annual basis or as often as needed, the Governing Board shall provide to the County Superintendent of Schools authorized and verified signatures of each person, including the members of the Governing Board, for all orders of release of funds from the District. Education Code 42632 requires that all orders drawn on the funds of the District shall be signed by the "majority of the members of district's governing board" or authorized signers. Education code 42633 requires that all authorized signatures be filed at the County Office of Education "including members of the governing board." The County Superintendent shall not approve orders for payment unless the signatures are on file and have been verified. The list of Governing Board signatures has been updated for the 2013-14 fiscal year.

11. The Board Approved – MOU with Leadership Public School for Facilities Use (Educational Services)

HUSD currently leases facilities to Leadership Public Schools (LPS) to satisfy Proposition 39 requirements. LPS plans to make significant capital improvements to their facilities. The MOU extends the current agreement to 2023 (for 10 years) to cover the time period of their facilities projects. LPS will use the Eureka Site for the term of the MOU.

12. The Board Approved – MOU with Silver Oaks for Facilities Use (Educational Services)

HUSD received a Prop 39 request for facilities from Silver Oaks. HUSD is offering Silver Oaks facilities for a portion of the Sunset campus. The MOU outlines the facilities that are being offered and the facilities agreement terms which are for the fiscal year 2013-2014.

13. The Board Approved – MOU with the City of Hayward for School Resource Officer Program (Student, Family & Community Services)

The City of Hayward has been collaborating with HUSD in the School Resource Officer Program to provide School Resource Officers (SROs) as a resource to our Middle School and High School campuses. This program was designed to assist HUSD in ensuring safety and security on and around our school campuses. The SROs provide intervention as well as prevention services to our staff and students. These services include support in areas related to truancy, staff development, tobacco use, alcohol abuse, mediations, prevention education for

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students and parents, and discipline. The School Resource Officer Program provides the much needed resources for students and staff in order to ensure a positive learning environment. The term of this MOU will be July 1, 2013 — June 30, 2014.

14. The Board Accepted – Uniform Complaint Update (Student, Family & Community Services)

In adherence to the California Education Code 35186 updates on the status of the parent complaints should be submitted to the Board of Education on a quarterly basis. This Education Code stipulates the report to contain a summary of the formal uniform complaints filed and the status of the resolution to the complaints. In addition to this mandate, the Board of Education has requested that staff also track informal complaints which are submitted as well as the status of resolution to these complaints. To adhere to both the mandate and the directive, the summary contains the data for both informal and formal complaints.

Formal Complaints: 7 total complaints with 2 complaints pending

Informal Complaints: 37 total complaints with all resolved

15. The Board Approved – AVID Implementation Agreement (Educational Services)

Advancement for Individual Determination (AVID) is a college readiness program at all HUSD high schools and four of our middle schools. In the past, the State funded the coordination of the program. For the 2013-14 school year and beyond, the state has pulled the funding and personnel support to continue with AVID. In order to continue with the AVID program, HUSD must enter into an agreement with the AVID Center. The MOU provides the details of the agreement and the benefits and services received by joining the AVID Center. AVID has been a highly successful program in preparing students to graduate and attend college. If HUSD does not join the AVID Center, we cannot continue with the AVID program. The cost for this program is \$27,695 and will be paid from the Title 1 and EIA-SCE Funds.

16. The Board Approved – MOU with Eden Area ROP Career/Occupational Trainings Program (Business Services)

Each year, the District offers ROP programs at the high schools, and enters into an agreement with the Eden ROP that specifies the courses that have been approved and outlines the responsibilities of both the District and the ROP related to the District Contracted Program. The ROP provides funding to assist with the costs of the District Contracted Program, but such funding is not intended to cover the District's full cost of the program. The ROP will provide leadership and coordination services and monitor programs to ensure that quality career technical standards are met and in compliance. The ROP anticipates 28 sections and a cap of 208 ADA. Revenue to be generated by the District is calculated at 75% of \$2,933.33 per ADA plus \$21,000 for career technician salaries to total \$478,600.

17. The Board Approved – Waxie Piggyback Contract (Business Services)

Cooperative Purchasing has demonstrated a strong ability to serve as an effective tool to assist local school districts reduce expenditure. Cooperative purchasing represents viable alternatives to the conventional "go-it-alone" bidding process. HUSD's current "Piggyback" vendor (Waxie Sanitary Supply) has been a part of Western States Contracting Alliance (WSCA) which plans to pull out of California. It is in the best interests of the district that we continue with a statewide or national cooperative purchasing alliance and secure the provision and performance of goods and

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services at a lower cost by utilizing Waxie Sanitary Supply's contract with National Cooperative Purchasing Alliance (NCPA). Purchasing has registered HUSD with NCPA at no cost to the district. The registration with NCPA makes available the Waxie Sanitary Supply's contract. Waxie's contract will also provide "Value Added Products and Services" that were important to HUSD. Following is a list of some of the services included under "Value Added Products and Services" in this contract:

- Online ordering
- Online invoicing
- Delivery
- Reporting
- Inventory Management
- Cleaning Cost Analysis Program
- Spend Management
- Customer service
- Green product line

18. The Board Approved – MOU with Key Data Systems (Educational Services)

As part of the Hayward Promise Neighborhood Grant, Cal State University East Bay will use Key Data Systems to analyze HPN indicator data for the grant and provide reports for HPN partners. HUSD student achievement and demographic data will be shared with Key Data Systems in order to do the analysis. The Non-Disclosure Agreement outlines the data sharing agreement and ensures that HUSD student data will remain confidential.

19. The Board Adopted – The minutes of the regular Board Meeting of June 19, 2013 (Office of the Superintendent)

ACTION/DISCUSSION ITEMS

1. Information to the Board – Special Education Update (Educational Services)

During the 2012-13 school year, HUSD began addressing issues in Special Education raised by a Board commissioned audit that was conducted by School Innovations and Achievement (SI&A). At the January 16, 2013 Board meeting, an update was provided on progress in addressing Special Education issues. This update included proposed outcomes for our short-term action plan and steps to put into place the long-term action plan.

2. The Board Conducted a 1st Reading of Revised/New Board Policies/Administrative Regulations and Waived a 2nd Reading, 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 6000 – Instruction, Policies and Administrative Regulations.

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<u>Original HUSD Adopted Board Policy</u>			<u>Recommended Revised Board Policy</u>			
a)	BP	6145.2	Interscholastic Competition	BP/AR	6145.2	Athletic Competition
b)	BP	6145.3	Publications			Deleted by CSBA
c)	BP	6145.5	Organization/Associations	BP/AR	6145.5	Student Organizations And Equal Access
d)		New		BP/AR	6145.6	International Exchange
e)		New		BP	6145.8	Assemblies And Special Events
f)		New		BP	6152	Class Assignment
g)						
h)	BP	6154	Homework/Makeup Work	BP	6154	Homework/Makeup Work
i)	BP	6155	Challenging Courses by Examination	BP/AR	6155	Challenging Courses By Examination
j)	BP	6158	Independent Study	BP/AR	6158	Independent Study
k)	BP	6161	Equipment, Books and Materials			Deleted by CSBA
l)	BP	6161.1	Procedures and Criteria for Selection and Evaluation	BP/AR/E	6161.1	Selection And Evaluation Of Instructional Materials
m)		New		BP	6161.11	Supplementary Instructional Materials
n)	BP	6161.2	Overdue, Damaged or Lost Instructional Materials	BP	6161.2	Damaged Or Lost Instructional Materials
o)	BP	6161.3	Toxic Art Supplies	BP	6161.3	Toxic Art Supplies
p)		New		BP	6162.5	Student Assessment
q)	BP	6162.51	Standardized Testing and Reporting Program	BP/AR	6162.51	Standardized Testing And Reporting Program
r)	BP	6162.52	High School Exit Exam	BP/AR/E	6162.52	High School Exit Examination
s)		New		BP	6162.54	Test Integrity/Test Preparation
t)	BP	6162.6	Use of Copyrighted Materials	BP/AR	6162.6	Use of Copyrighted Materials
u)	BP/AR	6162.7	Use of Technology in Instruction			Deleted by CSBA
v)	BP	6162.8	Research	BP/AR	6162.8	Research

The Board waived a Second Reading and approved the above Board Policies during the First Reading per Board Bylaw 9310.

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The Board Requested that these Board Policies/Administrative Regulations Return with Revisions for a 2nd Reading (Office of the Superintendent)

BP	6145	Extracurricular and Co-curricular Activities	BP/AR	6145	Extracurricular and Cocurricular Activities
BP	6153	Study Trips	BP/AR/ E	6153	School-Sponsored Trips

3. The Board Accepted – 2013-14 Budget Update (Business Services)

The Governing Board was presented and approved the District's 2013-14 Budget on June 19, 2013. The budget was developed using the existing state funding model of revenue limit and apportionment allocations. On June 27, 2013, the Governor signed the annual Budget Act. The Budget Act includes the implementation of the Local Control Funding Formula (LCFF), which will amend the District's current and ongoing revenue projections and funding allocations for programs that were once reported separately and will be included in the LCFF formula. Education Code 42127(i)(4) states, "No later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act." The 45 day period ends August 11, 2013. Staff is not recommending revision to the District's Adopted Budget within the 45-day period. The presentation included a summary of items that were not included in the current adopted budget, which will be reviewed by the District leadership team as we prepare to align options for Board consideration to meet the academic goals of the District. Staff presented a sound estimate of the revised revenue projection and the changes in funding by program to be presented to the Governing Board at its next regularly scheduled board meeting on August 21, 2013.

4. The Board Adopted – Resolution 1314-07 Budget Transfers (Business Services)

Section 42600 of the Education Code specifies that actual expenditures may not exceed the total amount budgeted for each major classification of expenditures. During each fiscal year, it may be necessary to transfer funds between expenditure classifications or from the fund balance to prevent over-allocations of budgeted expenditures. Section 35161 authorizes the Board to delegate authority to the Superintendent or designated officer or employee of the district, the authority to transfer funds between expenditure categories as necessary. The District has annually adopted this resolution to delegate the authority to the Superintendent or his designee for the appropriate budget transfer of funds. Budget transfers will be made by staff as needed during the year. Budget transfers will then be formally adopted by the Board with the 2013-14 First Interim and Second Interim Reports.

5. The Board Adopted – Resolution 1314-02 Temporary Interfund Borrowing Between Funds (Business Services)

Education Code (EC) 42603 allows school district's to temporarily transfer cash between funds to meet operational obligations. The amounts transferred shall be repaid within the same fiscal year or the following year if the transfer occurs during the last 120 calendar days of the school year. The receiving fund or account shall only be allowed to borrow funds if sufficient income will be earned during the fiscal year. Additionally, the distributing fund may only transfer up to 75 percent of its cash balance during the fiscal year. The occurrence of inter-fund cash transfers has increased due to the state's cash deferrals since 2008-09. The District has been diligent in its repayment practices in prior years and met the obligations of the EC provision

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annually. The General Fund, Fund 01 is projected to require temporary cash transfers in the 2013-14 school year from Fund 22, Building Fund. The General Fund is also projected to provide cash transfers to Fund 11, Adult Education and Fund 12, Child Development. The recently approved Local Control Funding Formula (LCFF) includes improved funding streams and reduces cash deferrals. This should reduce the occurrence of temporary cash transfers to the General Fund. All transfers will be repaid per the provision of EC 42603 to include interest earned using the rate paid by the Alameda County Treasurer. District staff will continue to closely monitor the cash balances and transfer cash as needed to cover projected cash deficits.

6. **The Board Adopted** – Resolution 1314-01 Lower Emissions School Bus Program (Business Services)

The Lower-Emission School Bus Program (LESBP) provides financial incentives to replace older school buses, replace on-board compressed natural gas (CNG) fuel tanks, fund infrastructure improvements of deteriorating natural gas fueling dispensers, and retrofit in-use school buses with emission control devices to reduce the exposure of school children to harmful emissions. The Bay Area Air Quality Management District is currently accepting LESBP grant applications to replace on-board CNG tanks on public school buses that are at least 14 years old but no more than 16 years old. LESBP funds will be prioritized for CNG tank replacement projects and awarded on a first-come first-served basis through December 31, 2013. After this date, funds may be available to other eligible project category types through June 30, 2014 or until funds have been exhausted.

7. **Information to the Board** – African American Educational Coalition (Community Member)

This item was requested by Rev. Tommie E. Smith, Jr. The following statement is from Rev. Smith's request: "The African American Educational Coalition (AAEC) has been working with the district administration to prepare for implementation of the African American Educational Agenda we presented to the Board earlier this year. We have made some preliminary progress with this effort (in conjunction with the District's 3R's program), and we would now like to present for the Board's approval the first phase of the implementation effort".

8. **Information to the Board** – Quarterly Expulsions Update (Student, Family & Community Services)

The Hayward Unified School District Board of Education has requested a quarterly report to review actions the Board has taken in the current school year with relation to student discipline. Below is a summary of Board for the actions taken from July 1, 2012 — June 19, 2013.

Summary

Grade	Admission	Full Expulsion	Suspended Expulsion	Reinstatement
5	0	0	0	2
6	0	0	0	3
7	1	1	1	0
8	1	2	4	2
9	1	5	3	1
10	3	2	2	1
11	3	1	1	10

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Grade	Admission	Full Expulsion	Suspended Expulsion	Reinstatement
12	0	3	1	2
Total	9	14	12	21

9. **The Board Approved** – Consultants (Student, Family & Community Services/Business Services/Human Resources)

	Vendor	Purpose	Div/Program	Amount
a)	Hatchel, Tabernik & Associates	Provide program evaluation and grant writing services	Student, Family & Community Services	\$75,000-ASES, 21 ST Century & Carol M. White Grant Funds
b)	Davis Demographics & Planning, Inc.	Provide professional services in demographic analysis, enrollment forecasting, facilities planning, committee and public meeting support, geographic information system, (GIS) data and GIS software	Business Division	\$16,110-General Fund
c)	Dannis Woliver Kelley	Provide service and advice in collectively bargaining a successor agreement with Hayward Education Association	Human Resources	Not to exceed \$50,000 – General Fund

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

DONOR	ITEM	VALUE	SITE
24 Hour Fitness	Equipment	\$10,000.00	Tennyson High School

Future Board Meetings:

Board Retreat – Saturday, August 17, 2013 – Time (TBD) (Open Session)
La Quinta Inn – 20777 Hesperian Blvd., Hayward

Regular Board Meeting – Wednesday, August 21, 2013 – 6:30 p.m. (Open Session)
City Hall

Regular Board Meeting – Wednesday, September 11, 2013 – 6:30 p.m. (Open Session)
City Hall

Regular Board Meeting – Wednesday, September 25, 2013 – 6:30 p.m. (Open Session)
City Hall