



## H.U.S.D. BOARD MEETING SUMMARY Wednesday, December 11, 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

### The Board approved the following in their Annual Organization/Election of Officers:

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

### CONSENT ITEMS

1. **The Board Approved** – Personnel Appointments, retirements, changes of status, waivers, leaves of absence, and terminations (Human Resources)
2. **The Board Tabled** – Bid Award-Grounds & Landscaping Maintenance Program for Measure I Schools (Business Services)

This item will return to a future Board Agenda.

3. **The Board Approved** – Bid-Award-Security Camera System Upgrades District Wide (Business Services)

In 2009 the Board approved the installation of security camera system throughout the district facilities including elementary, middle and high schools. Currently the District has over 1,000 cameras providing 24/7 site monitoring resulting in an increase in overall campus safety and security. In order to maintain the stability and functionality of the system, critical updates and essential repairs are needed. The District issued Request for Proposal (RFP) #6.14 - Surveillance Camera System Upgrade in July 2013 and received proposals from five (5) qualified responsible contractors in August 2013. After evaluation and review of all bids

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submitted as stipulated in the RFP, Gigakom Construction, a San Diego based firm with an office in Alameda, was the lowest responsible bidder.

Summary of the bids received	Bid Amount — Annual Cost
Gigakom	\$345,232
CBX Technologies	\$375,714
VAS Security Systems	\$404,142
RFI Communications & Security Systems	\$472,871
Cyberwatch	\$858,252

#### 4. **The Board Approved** – Bid-Award Intrusion/Security System Replacement & Monitoring District Wide (Business Services)

The District's current Intrusion/Security system was originally installed in 1984. Though cutting edge at the time of installation, this system is now obsolete and unable to be maintained or upgraded. Without a system replacement, the District would lose its ability to provide effective security services. The District purchased the Bosch Security and Intrusion system, which provides enhanced 24-hour year round monitoring and will ensure appropriate security coverage for the District's facilities. The District issued a Security, Fire, Monitoring Central Station & Security Patrol Request for Proposal (RFP) in November 2012 and received three (3) proposals from qualified responsible vendors as stipulated in the RFP. After evaluation and review of all bids submitted, Universal Protection Security Systems, a Los Angeles based company with offices in San Francisco, was the lowest responsible bidder.

Summary of bids received	Bid Amount — Annual Cost
SSD Systems	Incomplete Submission
Universal Protection Services	\$156,957
CBX Technologies	\$406,615

The Board awarded the Intrusion/Security system replacement installation contract to Universal Protection Security Systems, with a cost of \$156,957. This contract will be funded through Measure I as part of the safety and security scope of the bond.

#### 5. **The Board Adopted** – Resolution 1314-25, School Facility Fees (Developer Fees) Annual Report (Business Services)

Developer fees are assessed for new residential and commercial/industrial development and designed to mitigate the impact of the development of maintenance of schools. Developers essentially pay a share of new cost construction or maintenance on existing schools as homes and commercial areas are built to accommodate the community. The District charges Level I developer fees on construction within the District's boundaries using rates established by the State of California. The District collected \$108,980.04 in fees during the 2012-13 fiscal year. These fees have been used to pay for long-term debt associated with facility improvements funded through Certificates of Participation (COP) in 1998 and 2001. The annual debt service is \$411,118.27. Cumulatively, developer fee revenue has contributed \$1,084,599 towards the debt. Developer fee revenues expended within two years of receipt. Government code requires the Board to make additional findings if funds are not being expended within a five-year period.

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The District has provided the following resolution and summary of accounting for the 2012-13 fiscal year meeting the Government Code requirements to report the/that:

- Amounts collected
- Amount of interest earned
- Amounts spent on projects to accommodate additional enrollment from new residential and commercial/industrial development.
- Purpose of fees that may be spent
- "Reasonable" relationship between the reportable fees and purpose spent
- Funding sources estimated availability for school projects which reportable fees are required

6. **The Board Approved** – 2013-2014 MOU for Alameda County Office of Education – Project E.A.T. (Student, Family, and Community Services)

Alameda County Office of Education (ACOE) has been collaborating with Hayward Unified School District (HUSD) to implement a Nutrition Education Program and a Physical Activity Program. ACOE will provide professional development, technical assistance, funding for teacher liaisons, materials for teachers, as well as provide monthly newsletter for families. ACOE will provide the funding for staff to implement the program at the site level as well as the administrative oversight of the program. The Alameda County Office of Education will be funding the program through grant funds so there is no fiscal impact to the district. This MOU shall be effective until September 30, 2014.

7. **The Board Adopted** – Resolution 1314-26, Recognizing the Hayward Rotary Academic Hall of Fame Scholar Program (Elementary Education)

The Academic Hall of Fame/Rotary Scholar program is a combined effort by the Hayward Unified School District and the Rotary Club of Hayward to formally recognize students that have met the criteria in these three areas:

- A perfect score on their ELA and Math CST
- Exemplary attendance
- The consistent display of positive character traits

This year will commence a five-year partnership between the Hayward Unified School District and the Rotary Club of Hayward in honoring and recognizing students that meet the above stated criteria. Be it known that in subsequent years, a comparable instrument of academic achievement will be used to determine eligibility. Students that are recognized for this accomplishment will be honored at a HUSD Board of Trustees meeting in the first semester of the subsequent year of accomplishment and in addition will receive from the Rotary Club of Hayward:

- Formal recognition at a Rotary Club of Hayward meeting
- Rotary Scholar medal of recognition
- Brochure of Recognition highlighting their accomplishments
- Sponsorship for a family meal to celebrate their achievement

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**8. The Board Approved – Coordinator of Intervention & Prevention Position (Human Resources)**

At the November 13, 2013 Board meeting the Board of Education approved a grant focused on connecting kids and families to health coverage. The grant is a two year grant starting in the 2013-2014 school year. The establishment of this position will allow staff to hire a Coordinator for the implementation of this grant. The Coordinator of Intervention and Prevention will have the responsibility of working collaboratively with Social Services and the County of Alameda to develop outreach protocols to connect eligible students and families to MediCal related services. The Coordinator will also oversee the MediCal reimbursement program such as the MediCal Administrative Activities (MAA) program and the LEA program. This position will be able to claim reimbursement from the MAA program, which will contribute significantly to the sustainability of the position.

Position	Funding Source
1 FTE Coordinator of Intervention and Prevention	Connecting Kids to Coverage Grant/Medical reimbursement funding

**9. The Board Conducted a Second Reading of Revised/New Board Policies/Administrative Regulations and Approved the following: (Office of the Superintendent)**

BP/AR	5131.2	Bullying	BP/AR	5131.2	Bullying
BP/AR	5144	Discipline	BP/AR	5144	Discipline
BP/AR	5144.1	Suspension and Expulsion/Due Process	BP/AR	5144.1	Suspension and Expulsion/Due Process
BP	5145.9	Non Discrimination/ Anti-Harassment for Students	BP	5145.9	Hate-Motivated Behavior (HUSD Staff Recommends to Delete CSBA BP & Keep Original)

The updated Board Policies/Administrative Regulations will be available to parents/guardians, students, staff, and community members.

**10. The Board Adopted – The minutes of the regular Board Meeting of November 13, 2013 (Office of the Superintendent)**

**ACTION/DISCUSSION ITEMS**

**1. Conducted a Public Hearing for Golden Oak Montessori Charter Renewal (Educational Services)**

The Hayward Unified School District received a charter petition on November 28<sup>th</sup> from Petitioners for the Golden Oak Montessori Charter renewal of their charter school. The Petition proposes to renew their K-8 charter beginning July, 2014. Petitioner seeks a five-year extension, with the expiration date falling on June 30, 2019. Pursuant to Education Code 47605 requires the Board of Education to conduct a public hearing within 30 days of the District's receipt of the petition to consider the level of support for the petition by teachers employed by the district, other employees of the district, and parents. Within 60 days of receipt of the petition, the Board of Trustees must take action to either grant or deny the charter petition. Now District staff will complete their review of the petition and submit their written factual findings and

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recommendations to the Board of Trustees so that the Board can take action to either grant or deny the charter petition.

### 2. **Conducted a Public Hearing for Technology Plus Academy Charter** (Educational Services)

The Hayward Unified School District has received a charter petition from lead petitioner, Dr. Anthony Handy. The charter school, Technology Plus Academy, is a proposed K-8 grade school seeking approval for a period of five years beginning with the 2014-2015 school year. Pursuant to Education Code Section 47605(b), the Board of Trustees must hold a public hearing within 30 days of receipt of the petition to consider the level of support for the petition by teachers employed by the district, other employees of the district, and parents. Within 60 days of receipt of the petition, the Board of Trustees must take action to either grant or deny the charter petition. Now District staff will complete their review of the petition and submit their written factual findings and recommendations to the Board of Trustees so that the Board can take action to either grant or deny the charter petition.

### 3. **Information to the Board** – Intruder Drill Update (Student, Family, and Community Services)

HUSD is focused on and has prioritized safety as one of main initiatives for the district. The district has taken some proactive steps to enhance safety and create positive climate on our school sites. These efforts include the piloting of the restorative justice practices at the secondary sites as well as the Positive Behavior Intervention Support system at the elementary sites. In addition to these efforts, HUSD continues to ensure safety by making improvements to the facilities as well as institute precautionary practices in order to be prepared for a variety of situations which may occur on a school site. The Intruder Drill is a drill that mocks a scenario in which an intruder is identified on site as being potentially violent and may present a safety threat on campus. The drill helps the students and staff prepare in case a situation arises which a school needs to be locked down in situations which may be dangerous. HUSD identified Tyrrell Elementary School as a pilot elementary site for the implementation of this drill in order to gather data in anticipation for a district wide implementation of the drill. In anticipation for the drill HUSD worked actively with the Hayward Police Department to ensure that the site facilities are updated accordingly and that the staff are trained to respond in a way that would keep everyone safe in case of a real scenario. Overall, this drill was yet another example of a successful collaboration with HPD as we move towards creating a safer environment for our students and families.

### 4. **Local Control Accountability Plan and Assessment Update** (Educational Services/Business Services)

The State has significantly changed our funding, accountability, and assessment systems. At the October 30 Special Board meeting the District provided an overview of the new Local Control Accountability Plan (LCAP) system. The development of the LCAP requires input from the community. The Board requested to see the process and timeline for soliciting community input. Additionally, the District provided an update on November 13 with changes to the State assessment system based on AB484. Since that update the District has received new information about the testing. The purpose of the presentation was to update the Board on the District's progress in implementing the new LCAP and assessment systems. Staff reviewed the timeline and process for soliciting community input into the LCAP plan. Additionally, staff provided an update on our budget process. Lastly, staff shared new information about the assessment system that the State just released.

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

**Original HUSD Adopted Board Policy**

**Recommended Revised Board Policy**

BP	6163.1	Libraries/Media Center	BP	6163.1	Library Media Centers
BP/AR	6163.2	Live Animals in the Classroom	BP/AR	6163.2	Animals At School
BP/AR	6163.4	Student Use of Technology	BP/AR	6163.4	Student Use of Technology
BP	6164.2	Guidance Services	BP/AR	6164.2	Guidance/Counseling Services
BP	6164.4	Identification of Individuals with Exceptional Needs	BP/AR	6164.4	Identification And Evaluation Of Individuals For Special Education
	New		BP/AR	6164.41	Children With Disabilities Enrolled By Their Parents In Private School
AR	6164.5	Student Study Teams	BP/AR	6164.5	Student Success Teams
	New		BP/AR	6164.6	Identification And Education Under Section 504
	New		BP	6170.1	Transitional Kindergarten
BP/AR	6171	Title I Programs	BP/AR	6171	Title I Programs
BP/AR	6172	Gifted and Talented Student Program	BP/AR	6172	Gifted and Talented Student Program
	New		BP/AR	6172.1	Concurrent Enrollment in College Classes
	New		BP/AR/E	6173	Education For Homeless Children
	New		BP/AR	6173.2	Education of Children of Military Families
BP	6174	Education for Students Of Limited English Proficiency	BP/AR/E	6174	Education For English Language Learners
BP/AR	6175	Migrant Children Program	BP/AR	6175	Migrant Education Program
---	6176	Weekend/Saturday Classes	BP/AR	6176	Weekend/Saturday Classes
BP	6177	Summer School	BP	6177	Summer Learning Programs
BP/AR	6178	Vocational Education	BP/AR	6178	Career Technical Education
	New		BP	6178.2	Regional Occupational Center/Program
BP/AR	6179.1	Supplemental Instruction	BP/AR	6179	Supplemental Instruction Changed BP/AR number to 6179
	New		BP/AR	6181	Alternative Schools/Programs of Choice
	New		AR	6183	Home and Hospital Instruction (New AR only)
BP/AR	6184	Continuation Education	BP/AR	6184	Continuation Education
BP	6190	Evaluation Of the Instructional Program	BP	6190	Evaluation Of The Instructional Program
BP	6200	Adult School	BP/AR	6200	Adult Education

The updated Board Policies/Administrative Regulations will be available to parents/guardians, students, staff, and community members.

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### 6. **Information to the Board** – HUSD 2012-2013 Independent Audit Report (Business Services)

Education Code (Ed Code) 41020 requires the District to conduct and submit an annual financial audit. Financial audits ensure fiscal compliance in the use of funds for the education of children in California. Audits also provide transparent platforms for the Governing Board's review, recommendations and guidance to staff, and assurance to the community of the District's financial and operational practices. The Ed Code requires the scope of the audit to include all funds which the District has responsibility, including student body, and cafeteria funds. The audit also includes a review of the District's student attendance procedures. The District selected Crowe Horwath, LLP to conduct the 2012-13 annual financial audit in full compliance with generally accepted accounting principles. As part of the audit scope, the Auditors render an opinion regarding their review of the financial statements presented and internal controls. The auditors have concluded that the financial statement fairly represent the financial position of the District for each governmental activity, major and ancillary funds, and the respective changes in the financial position for the 2012-13 fiscal year in accordance with generally accepted accounting principles.

### 7. **The Board Accepted** – First Period Interim Report 2013-2014 (Business Services)

School Districts are required to complete interim reports per Assembly Bill (AB) 1200 and AB 2756. These reports are completed using the Standardized Account Code Structure (SACS) software and are submitted at intervals established by the State of California. The First Interim Report is a quarterly financial report that reflects the District's current revenues and expenditures projections from July 1 through October 31, 2013 as compared to the adopted budget. It includes a forecast of revenues and expenditures for all funds and supplemental reports to include the following:

Certification Page

Narrative , Assumptions and Analysis

General Fund — Unrestricted, Restricted, and Combined Financial Reports

General Fund Multi-Year Projection

Cash Flow Worksheet

Average Daily Attendance and LCFF Revenue Summary

Interfund Activities and Contribution Between Programs

Criteria and Standards Review

Supplemental SACS Information

Other Funds Financial Reports - Fund 11 through Fund 51

Major changes reflected in this report are the changes in school funding and allocation to the Local Control Funding Formula (LCFF).

### 8. **The Board Approved** – Bid Award-Request for Proposals-Future Bond Survey (Business Services)

On October 30, 2013, the District updated the Governing Board with information regarding its current Measure I bond financing progress and options for a potential bond initiative. The Governing Board approved staff to move forward with revitalizing the future bond initiative. The District is securing proposals from qualified research polling firms which will allow the District to assess the community's projected sentiment in approving a bond initiative on a June or

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November 2014 ballot. The proposals were received by December 10, 2013 and Staff presented to the Board an update of the recommended vendor based on the proposals received.

**9. The Board Approved – Consultant Contracts (Student, Family, and Community Services)**

	<b>Vendor</b>	<b>Purpose</b>	<b>Div/Program</b>	<b>Amount</b>
a)	Eden Area YMCA	Provide additional fitness workshops for students inYEP	Student, Family & Community Services	\$39,060 – (Previously approved \$18,320.21 at 9/11/13 board meeting) Student Services/HPN
b)	College Bound Hayward	Provide workshops to help students and parents navigate the educational system. Provide leadership, cultural awareness and community service opportunities.	Educational Services	\$40,000 – AASAI Funds

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

<b>DONOR</b>	<b>ITEM</b>	<b>VALUE</b>	<b>SITE</b>
CSUEB	Computers & iMacs	N/A	Brenkwitz High School
Safeway	Food Items	N/A	Faith Ringgold
Walmart	School Supplies	N/A	Ruus Elementary

**Future Board Meetings:**

Special Board Meeting – Wednesday, December 18, 2013 – 6:00 p.m. (Open Session)  
Location: HUSD Board Room

Regular Board Meeting – Wednesday, January 15, 2014 – 6:30 p.m. (Open Session)  
City Hall

Regular Board Meeting – Wednesday, January 29, 2014 – 6:30 p.m. (Open Session)  
City Hall