



H.U.S.D. BOARD MEETING SUMMARY Wednesday, May 9, 2012

Board Roll Call:

Present: Mr. Jesús Armas, President
Ms. Lisa Brunner, Vice President
Dr. Luis Reynoso, Clerk
Ms. Maribel Heredia, Member
Mr. William McGee, Member

In Closed Session the Board of Education approved the following:

- On a motion by Dr. Reynoso and seconded by Ms. Brunner the Board voted 5-0-0 to Appoint David Way as Principal at Mt. Eden High School
- On a motion by Ms. Heredia and seconded by Ms. Brunner the Board voted 3 ayes (Armas, Brunner, Heredia) 2 nays (Reynoso, McGee) 0 abstentions to rescind the March 15th letter to employee #18216
- On a motion by Dr. Reynoso and seconded by Ms. Brunner the Board voted 5-0-0 to accept the settlement agreement for two certificated employees

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 April 3, 2012, 2012 and April 18, 2012 (Business Services)

Payroll – Direct Deposit	\$ 235,339.41
Payroll – Warrants	\$ 9,236.27
General Fund - Total Non-Payroll	\$ 2,682,835.05
Adult Education Fund	\$ 42,740.92
Food Services Fund	\$ 192,820.87
Child Development Fund	\$ 47,880.03
Deferred Maintenance Fund	\$ 63,101.37
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$ 4,634,449.78
School Facilities/Proposition 1A	\$ 44,620.75

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Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ -0-
TOTAL EXPENDITURES	\$ 7,953,024.45

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

- a) **Mt. Eden – May 25-26, 2012**: One hundred sixty-five 12th grade students will participate in Grad Night at Disneyland in Anaheim, California. Students will travel by charter bus. There will be seven male chaperones and ten female chaperones. Gary Duran, teacher, will be in charge of this trip. The cost for students is \$180. Fundraisers and donations will finance this trip. No student will be denied participation due to lack of funds. The event will take place Friday, May 25 through Saturday, May 26.

4. **The Board Approved** – CIF Representative for 2012-2013 (Educational Services)

The North Coast Section, California Interscholastic Federation (C.I.F.), requires that the Board of Education ratify the appointment of persons who will serve as school representatives to the athletic league in order to ensure the voting privileges of the affected schools. The following will serve as school representatives for the 2012-2013 school year:

Principal	Hayward, Mt. Eden, Tennyson High Schools
Assistant Principals	Hayward, Mt. Eden, Tennyson High Schools
Athletic Director	Hayward, Mt. Eden, Tennyson High Schools

5. **The Board Approved** – 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	

Two complaints were received for this Quarterly Report. The complaints were received at Mt. Eden High School. The complaints were in the area of facilities and have been resolved. The Board requested that staff in future reports provide the Board with information on how the complaints were resolved.

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- The Board Approved** – Contract with BanksCisneros Waste Stream Management Services (Business Services)

This is a follow-on contract service for Cloud Green (environmental) special projects and broker for HUSD for Cloud Green MONU (Materials of Non-Use). BanksCisneros provided a pilot program service as a proof of concept for the reduction of waste stream items and waste removal costs. The vendor provided evidence and training to sites that significantly reduced waste stream costs for the district.

- The Board Adopted** – Resolution #1112-33, Authorized Bank Signors for Hayward Unified School District (Business Services)

The District needs to pass a resolution as to the new authorized signors for all business accounts. The banking industry's new regulations require that the new signors to all business accounts should be addressed in the Board minutes, a copy of which should be submitted to the bank at the time of completing the bank signature cards. Whereas, the District has had recent changes in some department administrators, the District needs to pass a resolution as to the new authorized signors for banking purposes.

- The Board Adopted** – Resolution #1112-34, Authorized Bank Signors for Payroll Warrants and Disbursements for Hayward Unified School District (Business Services)

The District needs to pass a resolution as to the new authorized signors for payroll warrant and disbursement purposes. Pursuant to Education Code Section 42632 for K-12 Education, each order drawn on the funds of the school district shall be signed by at least a majority of the members of the Governing Board of the district or by a person(s) authorized by the Governing Board to sign orders in its name. The Governing Board of each school district shall be responsible for filing signature with the County Office of Education per Education Code Section 42633. Whereas, the Hayward Unified School District has recently had changes in some department administrators, the District needs to pass a resolution as to the new authorized signors for payroll warrant and disbursement purposes.

- The Board Adopted** – The minutes of the regular Board Meetings of February 8, 2012 and February 22, 2012 (Office of the Superintendent)

ACTION/DISCUSSION ITEMS

- The Board Approved** – May 20-26, 2012 as Classified Employee Week (Human Resources)

Annually, in the State of California, the third full week of May is designated School Classified Employees Week. This year School Classified Employees Week is May 20-26, 2012. School Districts throughout California will observe School Classified Employees Week by recognizing the contributions made to education by our children by this group of employees. This resolution will be presented to the Classified Employees at each of their work sites.

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2. Information to the Board – Special Education Parent Advisory Committee (Educational Services)

In order to meaningfully engage the parents of students with special needs we would like to establish a Special Education Parent Advisory Committee (SEPAC) to provide a structure for consistent feedback from parents on our Special Education programs. In the development of the proposed model, the Special Education staff reviewed models of Special Education Advisory Committees or Parent Advisory Councils from State, Bay Area, and SELPA school districts. In moving forward, we would like to develop a district parent advisory council similar to the format of the District English Learners Advisory Committee. We chose this structure for 3 reasons:

1. This is a structure proven to be successful in HUSD and one that can be successfully replicated with many resources within the district to support the formation of this model.
2. This structure ensures parents from each site have a voice.
3. This structure allows the information from committee meetings to be funneled back to the site to increase communication.

The Board requested that teachers be invited to participate in the committee and that the committee clarifies its mission before the item is brought back to the Board for approval.

3. The Board Approved – Contract with Financial Advisor (Business Services)

Approve the selection of the establishment of a Financial Management Support Services Pool for Hayward Unified School District to evaluate debt services. The listing will be referred to as the “FM Pool”. As the Hayward Unified School District continues to develop fiscal strategies to provide sustained fiscal solvency and positive certification, the district has and will continue to venture into new areas of financial management that the staff and district are not adequately licensed to perform. Those strategies include long-term financial planning and cash management during a recession and state deficits, maintaining and improving the district’s credit rating with Moody’s and S&P Financial Rating Services, leveraging financial services provided to Measure I in support of the district’s continued financial solvency, and annual housekeeping programs unique to school district such as Developer Fee studies, economic impact studies, long-term debt services and Civic Center Act audits. The Hayward Unified School District provided a Request For Proposals (RFP) for financial management advisory firms interested in providing financial advisory and related services. Selected firms will be admitted to the District’s Financial Advisor Pool (the Pool) and will be eligible to be considered for an appointment to complete special financial projects, notes, and other debt obligations for programs for which the Superintendent or his designee makes the appointment. The district desires a diverse pool of financial management advisory firms for the purpose of best assisting the district in meeting all debt financing goals, as well as providing quality financial advisory services to the district. Government Financial Strategies Inc. (GFSI) was selected because they provided the best value and benefit to the District.

Consultants or Service Providers Contacted	
Name	YR Cost
1 Dolinka	\$20,000 paid if bond passes. \$65,000 per Bond Issuance.

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2	GFSI	\$44,450 to \$58,150 Range
3	ISOM Advisors	\$50,000 to \$100,000 Range
4	KNN Public Finance	\$50,000 to \$100,000 Range
5	Jack Schredder & Associates	No Bid

4. **The Board Approved** – 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. The numbers indicated on the attached declaration are the maximum that the district would expect in any one area. The declaration is in anticipation of needs for the 2012-2013 school year.

<u>School Year</u>	<u>Emergency Permits Requested</u>	<u>Actual Number of Emergency Permits</u>	<u>Limited Assignment Permits Requested</u>	<u>Actual Number of Limited Assignment Permits</u>
2009/10	105	61	90	39
2010/11	35	6	40	14
2011/12	33	N/A	30	16
2012/13	28	N/A	30	N/A

5. **The Board Adopted** – Resolution #1112-35 for Denial of Knowledge Enlightens You (KEY) Academy Charter Petition (Educational Services)

The Hayward Unified School District received a charter petition from Petitioners for the Knowledge Enlightens You (KEY) Academy Charter School proposing the creation of a charter school within the territorial boundaries of the District. The Petition proposes to establish a K-8 charter school beginning in August 2012. Petitioner seeks a five-year charter, with the expiration date falling on June 30, 2017. Petitioner has made no facilities request of the District for 2012-2013. The Petition states that KEY Academy will serve students from over a dozen linguist backgrounds that include Urdu, Punjabi, Hindi, Farsi, Arabic Pashto and other Persian dialects. Education Code 47605 requires the Board of Education to conduct a public hearing within 30 days of the District's receipt of the petition. The public hearing was held on April 18, 2012. Education Code 47605 further requires that a final decision concerning the approval or denial of the charter school petition be made

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within 60 days of the public hearing. The petition agreed to allow the HUSD to take action at its May 9, 2012 Board of Education meeting. The Petition has been reviewed by HUSD administration and HUSD legal counsel. As set forth in AB544, the governing board can not deny a petition unless it makes written factual findings which support one, or more, of the following findings:

- (1) The charter school presents an unsound educational program for the pupils to be enrolled in the charter school;
- (2) The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition;
- (3) The petition does not contain the required number of signatures;
- (4) The petition does not contain an affirmation of each of the required conditions set forth in Section 47605(d); or
- (5) The petition does not contain reasonably comprehensive descriptions of the 16 required elements of a charter school set forth in Education Code Section 47605(b).

Based on the review by staff and legal counsel, and as noted on the findings it appears that the Petition does not present a reasonably comprehensive description of the elements required by Education Code Section 47605 (b), and the Petition presents a potentially unsound educational program. The Board denied the Petition and adopted Resolution 1112-35 for denial of the charter petition.

6. The Board Approved – The Consultant Contracts (Educational Services/Business Services)

Vendor	Purpose	Div/Program	Amount
a) Bryonn Bain	Provide workshops for ML King students to enhance student engagement through use of the performing arts, spoken word, poetry, dance and music as a means of expression through popular youth culture (SSC approved 3/28/12)	Educational Services	\$12,000 – Title I/EIA Funds
b) MOCHA (2)	Provide 3 “Artist in the Classroom” experiences for Ochoa students in art class and an SDC classes using a different medium each time (SSC approved 2/15/12)	Educational Services	\$ 750 – EIA Funds (previously contracted for \$7,868)
	Provide visual arts instruction to Longwood students during their 2012 Summer Academy (SIG Leadership approved 3/21/12)		\$3,714 – SIG Grant Funds
c) California Math Council	Provide a Student Math Festival and Family Math Festival at Bret Harte to support the students’ math knowledge and skills at school and at home (SSC approved 11/11/11)	Educational Services	\$2,869 – EIA Funds (previously contracted for \$2,900)

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d)	Alameda County Office of Education	Provide a six-week training for twenty Community Health advocates so that they can provide training in healthy eating to parents.	Student & Parent Support Services	\$6,766 – Aetna Foundation and SF Foundation (amend previous contract by \$24,942)
e)	Write Tools	Provide two-day professional development workshop to Longwood teachers on writing instruction and assessment (SIG Leadership approved 2/16/12)	Educational Services	\$6,150 – SIG Grant Funds
f)	Jennifer Cambra	Provide consultation at the Teen Parent Program at Tennyson High School to assess the child care program and recommend changes needed to bring program into compliance with funding terms and conditions from CDE	Student & Family Support Services	\$12,000 – General Childcare Funding for CDE
g)	Catherine Toldi	Provide overall Fiscal Integrity and Transparency value stream mapping and planning services.	Business Services	Additional \$2,000.00 added to existing 2011-12 Contract – General Fund

7. The Board Approved – Staff’s Recommendation for Student Discipline Disclosures (Educational Services)

The purpose of this item is for the Board of Education to review the current format of the discipline items as it appears on the agenda. The discipline items which require Board approval are items related to the admission of a student under an expulsion order, the reinstatement of a student under an expulsion order, or the expulsion of a student. In order for more information to be listed on the agenda, the main constraint around this is FERPA. The District cannot disclose any personally identifiable information about the student. The expulsion process is designed so that the Board has access, through the Administrative Hearing Panel’s findings and recommendations, to all the relevant information. Picking out specific facts to include in an agenda is very subjective, and could potentially lead to a number of legal problems. The Board approved the current format for the discipline item on the agenda and requested that staff provide quarterly reports on Student Discipline.

8. The Board Accepted – The Donation Report (Clerk)

DONOR	ITEM	APPROX VALUE	SITE
Vivian Barron	Four inkjet printers	\$200.00	Treeview/Bidwell Elementary
Maria Parra	Check	\$23.10	Schafer Park Elementary

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DONOR	ITEM	APPROX VALUE	SITE
Cesar Tronco	Four boxes of copy paper	\$120.00	Eldridge Elementary
Lifetouch Pictures	Check	\$621.00	Burbank Elementary
Palma Ceia PTO	Field trip transportation for 5-11-12 for Palma Ceia 6 th grade class to Discovery Kingdom, Vallejo, CA	\$1,500.00	Palma Ceia Elementary

Future Board Meetings:

Board Study Session – Wednesday, May 16, 2012 – 6:00 p.m. (Open Session)
HUSD District Office – Board Room
Topic: California Common Core State Standards

Regular Board Meeting – Wednesday, May 23, 2012 – 6:30 p.m. (Open Session)
City Hall

Regular Board Meeting – Wednesday, June 20, 2012 – 6:30 p.m. (Open Session)
City Hall