



H.U.S.D. BOARD MEETING SUMMARY Wednesday, June 20, 2012

Board Roll Call:

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

Absent: Dr. Luis Reynoso, Clerk

In Closed Session the Board of Education approved the following:

- **In a motion by Ms. Heredia and seconded by Ms. Brunner the Board voted 4-0-0 to appoint Maria Cardenas as Coordinator of Federal & State Programs**
- **On a motion by Ms. Heredia and seconded by Ms. Brunner the Board voted 4-0-0 to approve Rafael Flores, Jr. as Principal of Schafer Park Elementary School**
- **On a motion by motion by Mr. McGee and seconded by Ms. Brunner the Board voted 3 ayes, 1 nay, 0 abstentions to approve Jessica Saavedra as Principal of Glassbrook Elementary School**
- **On a motion by Mr. Armas and seconded by Ms. Brunner the Board voted 4-0-0 to approve Charles Hill as Principal of Strobridge Elementary School**
- **On a motion by Ms. Heredia and seconded by Ms. Brunner the Board voted 4-0-0 to approve Dr. Mark Miller as Assistant Superintendent of Human Resources**
- **On a motion by Ms. Brunner and seconded by Ms. Heredia the Board voted 4-0-0 to approve Kat Hannah as Administrator of Student Placement**
- **On a motion by Ms. Heredia and seconded by Ms. Brunner the Board voted to approve the filing of a late claim**

HUSD Board Meeting Summary – June 20, 2012

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 8, 2012, 2012 and June 4, 2012 (Business Services)

Payroll – Direct Deposit	\$7,141,712.00
Payroll Warrants	603,654.51
General Fund (total Non-Payroll)	6,211,055.94
Adult Education Fund	56,397.27
Food Services Fund	232,457.71
Child Development Fund	35,711.90
Deferred Maintenance Fund	18,871.33
Building Fund 2008 Measure I Bond	733,331.39
School Facilities/Proposition 1A	<u>10,689.03</u>
TOTAL EXPENDITURES:	\$15,043,881.08

3. **The Board Approved** – MOU with the City of Hayward for School Resource Officers (Educational Services)

The City of Hayward has been collaborating with Hayward Unified School District 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 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. The services provided include support in areas related to truancy, staff development, tobacco use, alcohol abuse, mediation, prevention education for students and parents, and discipline. The term of this MOU will be from July 1, 2012 – June 30, 2013.

4. **The Board Approved** – Overnight Study Trips (Educational Services)
 - a. Tennyson - July 8-21, 2012: Ten 10-12th grade students will attend the USC Cardinal Summer Program at the University of Southern California, Los Angeles, California.
 - b. Treeview - May 15-17, 2013: Thirty 5-6th grade students will participate in a science study trip to Sonora, California.
5. **The Board Approved** – Exterior Painting of Mt. Eden High School (Business Services)

Exterior paint is constantly deteriorating through the processes of weathering. To insure the integrity of the structure and to increase its lifecycle a physical shield of paint should be applied every 5 to 8 years. Deterioration of the exterior paint at Mt. Eden High School is at the point of causing damage to the stucco envelope of the building. Applying latex paint produces the prerequisite occlusive seal ensuring protection of the structure. On June 27, 2007, the Board adopted a resolution allowing the District to use the Uniform Construction Cost Accounting Procedures. This process provides an alternative method to obtain bids for public projects. This project was bid and will be performed under those procedural guidelines. The Board awarded the exterior painting of Mt. Eden High School in the sum of \$173,000 to R.G. Custom Painting Inc.

HUSD Board Meeting Summary – June 20, 2012

Contractor	Mt. Eden High School – Exterior
R. G. Custom Painting, Inc.	\$173,000
Fix Painting Company	\$237,800
C & J Painting	\$282,000

6. **The Board Approved** – Contract with SCI Consulting Group (Business Services)

SCI Consulting Group (“SCI”) will provide Parcel Tax Levy and Exemption Administrative Services for the Measure G Parcel Tax (Quality Local Schools and Academic Excellence Measure). The District’s June 5, 2012 parcel tax measure provides important revenues to preserve educational quality and protect Hayward schools from the impact of severe state budget. The parcel tax includes provisions for senior citizen exemptions, citizens’ oversight and accountability. 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 submit those levies to the Alameda County Auditor to be included on the 2012-13 property tax bills. The proposed assessment for the Measure G Parcel Tax Administrative Services for fiscal year 2012-13 Tasks 1 thru 4 is \$58.00 per single family equivalent benefit unit. The total amount of revenue that would be generated by the assessments in fiscal year 2012-13 is approximately \$2,000,000.

7. **The Board Approved** – Declaration of Items for Surplus or Disposal (Business Services)

A list of materials and equipment that have become obsolete was presented to the Board of Trustees. After approval by the Board these items can be removed from the District asset list. Some items have a residual value and are sold to the public, some are recycled and some are disposed of. This action is authorized by California Education Codes 17545-17555. The items are either obsolete or not economically repairable. Once declared as surplus, the items will either be disposed of or sold via an auction, pursuant to the aforementioned California Education Code, at the discretion of the Director of Maintenance, Operations and Transportation. The District will also exert certain efforts to make the surplus items available to the local community by posting public notifications in English and Spanish.

8. **The Board Approved** – License Agreements for Use of District Properties (Business Services)

BP 1330(k), use of facilities, part (6) Churches states that requests made by organizations that desire to use school facilities for religious services beyond an initial 1-year period are subject to Board review. Additionally, AR 1330(i), use of facilities, part 3 requires organizations that use school facilities for purposes deemed long term shall have to apply for licensed use. The following organizations have requested long-term facility use agreements with the District:

Organization	Requested Site	Rent Per Month
HAI AO Chinese Academy	Winton Middle School 119 Winton Avenue Hayward, CA 94544	\$776.75
Multicultural Education Research Center	Strobridge Elementary School 21400 Bedford Drive Hayward, CA 94546	\$784.90

HUSD Board Meeting Summary – June 20, 2012

Organization	Requested Site	Rent Per Month
Rejoice in the Lord Church	Cesar Chavez Middle School 27485 Whitman Street Hayward, CA 94544	\$787.25
Rhema Bible Church	Winton Middle School 119 Winton Avenue Hayward, CA 94544	\$548.50

9. The Board Approved – Eden Area ROP Transportation Agreement 2012-2013 (Business Services)

This is a renewal of Eden Area Regional Occupational Program Transportation agreement for the 2012-2013 school year. Hayward Unified School District supports the Eden Area Regional Occupational Program (ROP) by providing transportation services on a cost neutral basis to the District's general fund. For 2011-2012 ROP paid the District \$304,000. Hayward Unified will continue to provide transportation to the ROP for the 2012-2013 school year at the charge of \$304,000 for 180 days with a maximum of 43,000 miles. The district will require the Eden ROP to pay the full cost of transportation quarterly upon receipt.

10. The Board Approved – MOU with New Haven Unified School District (Educational Services)

A Memorandum of Understanding has been developed between HUSD and New Haven Unified School District to provide one specific, qualified student with the necessary class and signing para educator to sufficiently meet student's educational needs. Student had been attending NHUSD with a signing para educator then transferred into HUSD 12/21/11. It is in student's best interest to continue the SY at NHUSD with this particular signing para educator without interruption.

11. The Board Approved – MOU with La Clinica De La Raza, Inc. (Educational Services)

This MOU will be established to create a relationship between Hayward Unified School District and La Clinica De La Raza, Inc. to collaboratively provide oral health services with the goal of improving oral health, reduce absences, and improve the educational achievement of students. As a part of the implementation, La Clinica De La Raza, Inc. will agree to provide preventative oral health services including dental screenings, sealants, fluoride treatments, and cleaning for pre-K to sixth grade students at targeted schools. The service delivery will be based on student needs as well as parental consent. The four schools targeted for this program will be Harder Elementary, Park Elementary, Longwood Elementary, and Cherryland Elementary Schools. This program has no fiscal impact to HUSD. All services provided will be funded through the existing medical coverage from the student, billing to Medi Cal, or through funding available for the uninsurable students available to La Clinica De La Raza, Inc.

12. The Board Approved – MOU with the Dental Health Foundation (Educational Services)

This MOU will be established to create a relationship between Hayward Unified School District and the Dental Health Foundation to collaboratively review and develop policies around oral health which will improve oral health, reduce absences, and improve the educational achievement of students. The funding contribution from the Dental Health Foundation will be used towards developing oral health policies as none currently exists and improve access for the students of Hayward.

HUSD Board Meeting Summary – June 20, 2012

13. **The Board Approved** – Consolidated Application (Educational Services)

The Consolidated Application (ConApp) 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 direct-funded charter schools throughout California. CDE has divide what was previously ConApp Part I into two parts; now called Spring release Part 1 and Spring Release Part II. This is a year-long submission. Spring Release Part I 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 ConApp Spring Release Phase 1 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 to the CDE in January 2013. Schools that will be served by Title I for the 2012-2013 school year are:

Bowman Elementary	M. L. King Middle
Burbank Elementary	Palma Ceia Elementary
César Chávez Middle	Park Elementary
Cherryland Elementary	Ruus Elementary
Eldridge Elementary	Schafer Park Elementary
Fairview Elementary	Strobridge Elementary
Glassbrook Elementary	Tyrrell Elementary
Harder Elementary	Winton Middle
Longwood Elementary	

14. **The Board Approved** – Adult School Calendar for 2012-2013 School Year (Human Resources)

The Hayward Adult School Calendar will be changed to a series of six week sessions rather than a traditional calendar. This will allow students to complete coursework in a more expeditious manner.

15. **The Board Adopted** – Resolution 1112-37 Specifications of the Board of Education Election Order (Office of the Superintendent)

The two year term of office for trustee Jesús Armas will expire on December 1, 2012, then that term will serve for four years and expire December 1, 2016, and the four-year terms of office for trustees Luis Reynoso and Maribel Heredia will expire on December 1, 2012, then those terms will be served for four years and expire December 1, 2016. A general election will be held on November 6, 2012. The District has been notified by the Alameda County Office of Education that the procedures for the preparation for elections requires the Board of Education to pass a resolution specifying certain requirements associated with the upcoming election.

16. **The Board Adopted** – The minutes of the regular Board Meeting of March 21, 2012 and the Special Board Meeting of March 29, 2012 (Office of the Superintendent)

HUSD Board Meeting Summary – June 20, 2012

- 17. The Board Adopted** – Resolution 1112-38 Authorizing the Superintendent, Assistant Superintendent of Human Resources, or Superintendent's Designee to Enter in to Student Teaching Agreements (Human Resources)

Resolution 1112-38 authorizes the Superintendent, Assistant Superintendent of Human Resources, or Superintendent's Designee to direct and executive student teaching agreements between the Hayward Unified School District and various California accredited colleges and universities.

ACTION/DISCUSSION ITEMS

- 1. The Board Approved** – Single Plan for Student Achievement (SPSA) (Educational Services)

The California Department of Education requires all schools receiving categorical funding to submit a site plan for improving student achievement. Education Code 64001(a) states that the purpose of the Single Plan for Student Achievement (SPSA) is to “improve the academic performance of all students to the level of the performance goals, as established by the Academic Performance Index.” The Single Plan for Student Achievement (SPSA) adopted by the Hayward Unified School District addresses the specific needs of all student populations. The SPSA incorporates data analysis in specific curricular areas and significant subgroups across a 3-year span and outlines planned improvement strategies based on the analysis of these data. Additional focus areas include strategies for improving the achievement of students not meeting Adequate Yearly Progress, professional development, budgetary allocations and parental involvement. This year the SPSA was revised to better align with the Board approved district goals. The data in the SPSAs is the same data as in the last SPSA because the STAR data will not be available until the fall. Schools will revise their SPSAs according to the fall data. Each school's School Site Council (SSC) is responsible for developing and approving the SPSA for its school site.

- 2. The Board Conducted a Public Hearing & Adopted** – The 2012-13 Budget (Business Services)

The Board must conduct a public hearing to provide an opportunity for public comment. Upon closing the public hearing, the Board may make changes prior to approving the budget for next school year. In preparation for the development and finalization of the 2012-13 Budget, the 2011-12 Budget has been revised to reflect the changes since the Second Interim Report. This provides the Board with a beginning balance projection for 2012-13. Furthermore, all impacts of the Governor's May Revise of the 2012-13 State budget proposals have been included in the preparation of the 2012-13 Budget being presented to the Board for adoption. Budget documents for 2012-13 were made available for public inspection on June 15, 2012 at the District Office. The proper public notice has been placed in the local newspaper.

- 3. The Board Asked to Study** – Scenario #2a for the Instrumental-Choral Music Program (Educational Services)

Scenario #2a would be to restructure the current prep time offerings at the school sites and include instrumental music and vocal music as one of the offerings at the schools for all 5th and 6th grade students during the instructional day. The plan would require negotiation with the Hayward Education Association and also need input from the school sites.

HUSD Board Meeting Summary – June 20, 2012

Cost: HUSD would work with within the current allocated general fund budget that funds prep time for elementary school sites. In order to offer students a choice between instrumental music or choral music, schools sites would have an additional prep section allocations. District wide, this would increase to 1.0-2.0 FTE with an estimated cost of \$70,000- \$140,000 (average salary). This option would require funds for instrument purchase and repair, collaboration time and professional development time for teachers to meet and plan for instruction. This is an approximate cost of \$20,000-\$50,000 for instrument purchase and repair and an additional cost of approximately \$20,000 for professional development. The Board also requested that another option, which is to have the program on Wednesdays with the opportunity for the students to continue in the YEP program be study. This item will be brought back to the Board for further discussion and request for approval.

4. **The Board Approved** – Class Size Penalty Waiver (Business Services)

The purpose of this item is to inform the Board of the provisions of Ed Code Sections 41376 and 41378, California Regulations Title 5, sections 15100 – 15112, and to seek approval to submit a class size penalty waiver to the State Board of Education (SBE). The district has a contractual agreement with Hayward Education Association (HEA) that match the prescribed class size limits allowed by the state. During the 2011-12 school, HUSD exceeded the K-3 class size limit for 8 of 199 eligible classes with sizes ranging from 32.71 – 33.00 students. This resulted in penalties in the amount of \$1,179,470.00. The district will lose the funding during the second principal apportionment. School districts that choose to increase these maximums may submit waiver requests to the State Board of Education (SBE) and, if the SBE approves the waiver, the penalty will be adjusted. The submission deadline is June 29, 2012. The SBE will meet on September 12-13, 2012 to render a decision.

5. **The Board Ratified the Tentative Agreement & Disclosure** – With Hayward Education Associate (HEA) (Human Resources)

The Board was provided with specific information regarding the fiscal impact of the tentative agreement. Upon reaching a tentative agreement for a new contract or re-opener, the District is required by law to fully disclose the financial impact of the settlement.

6. **The Board Approved** – The Release of an Instructional Audit RFP (Educational Services)

At the April 25, 2012 Board meeting, the Board reviewed a revised draft for a Request for Proposals for a district instructional review. At the May 23, 2012 Board meeting, the Board postponed acting on this item until the June 20, 2012 Board meeting. The timeline has been further revised as follows:

Timeline

RFP Release Date	June 21, 2012
Proposal Due Date	July 12, 2012 – 5:00 P.M.
Proposal Evaluation Period	July 13, 2012 – July 23, 2012
Board Approval of Proposed Vendor	July 25, 2012
Award Letter Mailed	July 26, 2012

HUSD Board Meeting Summary – June 20, 2012

7. **The Board Approved** – The SBDM Waivers Related to BP 6120X (Educational Services)

On November 16, 2011, the Board approved the Site Based Decision Making Waiver Process. Recently, we received requests from the following schools to waive the provision of Board Policy 6120x that requires that ELD/ALD be the first content area taught each morning:

- Lorin Eden ES
- East Avenue ES
- Cherryland ES
- Stonebrae ES
- Park ES
-

In California, all English Learners must be provided with structured ELD instruction. HUSD Board Policy 6120x requires that ELD/ALD be the first content area taught each morning, and that students be leveled by their English/reading proficiency for this instruction. This Board Policy was enacted in response to a California Program Monitoring (CPM) finding of noncompliance and based on the DAIT sanctions. The Board added a ninth condition that the schools will need to demonstrate that the new schedule is not susceptible to interruption by assemblies, field trips, etc.

8. **The Board Tabled** – The Special Education Advisory Committee (SE PAC) (Educational Services)

This item will return to a future Board Meeting when the information on the Special Education Audit will also be presented.

9. **The Board Approved** – MOU with Golden Oak Montessori Charter School (Educational Services)

This Memorandum of Understanding (MOU) will clarify the roles and responsibilities of both Hayward Unified School District and the Golden Oak Montessori of Hayward with regard to students who are enrolled and attend the charter school and are or may be eligible for Special Education and related services under IDEA 2004. For the 2012-2013 school year only, the charter school's students will be students of the District for purposes of special education. For the 2012-2013 school year, the District will serve as the charter school's local educational agency (LEA) for the purposes of special education.

10. **The Board Conducted a Public Hearing & Adopted** – Resolution 1112-31 on the MAD Intention to Levy (Business Services)

On February 22, 2012 Hayward Unified School District Board of Trustees (the "Board") adopted Resolution 1112-24 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 2012-13. SCI Consulting Group prepared the Engineer's Report that includes the special and general benefits from the assessments, the proposed budget for the assessments for fiscal year 2012-13, the updated proposed assessments for each parcel in the District, and the proposed assessments per single family equivalent benefit unit for the fiscal year. At the May 23, 2012 board meeting, the Board reviewed the Engineer's Report and adopted a resolution to declare its intention to continue the assessments, preliminarily approve the Engineer's Report, and provide for notice of the annual public hearing. The Board conducted a noticed public hearing and received public input on the proposed assessments and the services that they would fund. The Board took final action on setting

HUSD Board Meeting Summary – June 20, 2012

the assessment rate, establishing the services and improvements to be funded and ordering the levy of the assessments for fiscal year 2012-13.

11. The Board Approved – The five-year Deferred Maintenance Plan (Business Services)

The Deferred Maintenance Program provides State matching funds, on a dollar-for-dollar basis, to assist school districts with expenditures for major repair or replacement of building components so the educational process may safely continue. The funding is provided to do work listed on Form SAB 40-20 which assigns a dollar value in a project category. Deferred Maintenance funds cannot be used for projects if a budget is not identified for a school in a specific category for deferred maintenance projects. This is not a planning document to rebuild schools the intent of the plan is to forecast deferred maintenance projects within the district over the next five years to establish eligible project categories where it is appropriate to use these funds. It is not intended to be an expenditure report; therefore the project costs reported are estimates. For 2012-2013, the District will not be matching funds of approximately \$800,000. Only state allocated funding will be available for expenditures. Pending available funding, projects in categories of asbestos, flooring, paving and wall systems have been identified for the upcoming year.

12. The Board Approved – The Following Consultant Contracts (Educational Services)

	Vendor	Purpose	Div/Program	Amount
a)	MOCHA	The Museum of Children's Art (MOCHA) will provide two teaching artists who will provide lessons that are tied to the state's visual art standards to Burbank K-6 students. The artists will provide all prepared art materials for art lessons. SSC approved 12/1/11	Educational Services	\$10,936 – SIG Grant Funds
b)	Play Well Teknologies	PlayWell Teknologies will structure and lead engineering workshops for 200 Longwood students in graders K-6 during the schools summer academy. SSC approved 5/7/12	Educational Services	\$20,000 – SIG Grant Funds
c)	Playworks	Playworks will provide a Recess Coach at Longwood that will provide before and during the school day. They will also provide a Junior Coaches program and assist teachers to implement best practices for play and physical activity in the school day. SSC approved 5/7/12	Educational Services	\$28,000 – SIG Grant Funds

HUSD Board Meeting Summary – June 20, 2012

d) Hayward Public Library	The Hayward Public Library will provide homework assistance and support to Longwood students. They will fully staff a Homework club to serve approximately 330 students grades k-6. SSC approved 5/7/12	Educational Service	\$20,000 – SIG Grant Funds
---------------------------	---	---------------------	----------------------------

The Board did not approve the following Consultant Contract

Crispim BJJ	Crispim will provide Brazilian JiuJitsu instruction to Tennyson high school students during the summer program. This training will help students strengthen their body, mind and character. The students will benefit from 1.5 hours of instruction daily for the summer and regular year. SSC approval date 6/4/12	Educational Services	\$16,720 – SIG Grant Funds
-------------	---	----------------------	----------------------------

13. The Board Approved – The Name Change for HAS (Human Resources)

The Center design concept was first undertaken due to the realization that in today's competitive market and ever increasing budget shortfalls that there needs to be a shift in both philosophy and practice if the adult schools in California are to continue to provide the services they do for both the community and the school district. Over the course of continuing leadership meetings at the school level our efforts to bring back Hayward Adult School into the mainstream focus for our educational community at large has developed the idea that a re-branding effort would benefit the school community as significant first step towards sustainability. This idea was also consistent with notable board input from two of its members who had previously supported such an idea. The leadership team along with input from other staff came up with several names for the re-branding of the school and then created the survey. The online survey also provided for participants to 'write in' their own recommendation should they have one and also to inform the community of the online survey. After collecting the data, the decision was made to select the name "The Hayward Center for Education and Careers".

14. The Board Accepted – The Donations Report (Business Services)

DONOR	ITEM	APPROX VALUE	SITE
Katia Lopez	Bank Check	\$3,100	Schafer Park Elementary School

HUSD Board Meeting Summary – June 20, 2012

Future Board Meetings:

Regular Board Meeting – Wednesday, July 25, 2012 – 6:30 p.m. (Open Session)
City Hall

Regular Board Meeting – Wednesday, August 22, 2012 – 6:30 p.m. (Open Session)
City Hall