



H.U.S.D. BOARD MEETING SUMMARY
Wednesday, July 25, 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 Mr. McGee and seconded by Ms. Brunner the Board voted 5-0 to approve Lori Villanueva as Principal at Tennyson High School**
- **On a motion by Mr. McGee and seconded by Ms. Brunner the Board voted 5-0 to approve Edward Brown as Principal at Brenkwitz Continuation High School**
- **On a motion by Mr. McGee and seconded by Ms. Brunner the Board voted 5-0 to approve Ryan Whetstone as Principal of Hayward Education and Career Center**
- **On a motion by Ms. Brunner and seconded by Ms. Heredia the Board voted 5-0 to terminate Classified Employee #18487**

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 June 6, 2012 through July 2, 2012 (Business Services)

Payroll – Direct Deposit	\$ 13,655,933.72
Payroll – Warrants	\$ 782,520.94
General Fund - Total Non-Payroll	\$ 7,399,711.95
Adult Education Fund	\$ 105,745.26
Food Services Fund	\$ 185,966.19
Child Development Fund	\$ 16,371.73
Deferred Maintenance Fund	\$ 100,261.38
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$ 2,664,481.60

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School Facilities/Proposition 1A	\$ -0-
Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ -0-
TOTAL EXPENDITURES	\$ 24,911,952.77

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

a) Hayward High – **August 17-18, 2012**: Thirty 9-12th grade students will participate in a team building band camp in Hayward, California. Students will camp out in the Hayward High School cafeteria. There will be three male chaperones and two female chaperones. Bryan Holbrook, teacher, will be in charge of this trip. The cost for students is \$10. Donations will finance this trip. No student will be denied participation due to lack of funds. The event will take place Friday, August 17 through Saturday, August 18.

b) Hayward High – **August 17-18, 2012**: Fifteen 10-12th grade students will participate in a Puente leadership building event in Mt. Diablo, California. Students will travel by private vehicle and will camp out tents. There will be one male chaperone and three female chaperones. Lupe Santoyo, counselor, will be in charge of this trip. There is no cost for students. Puente will finance this trip. No student will be denied participation due to lack of funds. The event will take place Friday, August 17 through Saturday, August 18.

c) Hayward High – **February 21-25, 2013**: Fifty 10-11th grade students will participate in a college tour in Southern California. Students will travel by charter bus and will be lodged in a hotel. There will be four male chaperones and two female chaperons. Lupe Santoyo and Paul Gonsalves, counselors, will be in charge of this trip. There cost for students is \$250. Fundraisers and Puente/AVID will finance this trip. No student will be denied participation due to lack of funds. The event will take place Thursday, February 21 through Monday, February 25.

4. The Board Approved – Agreement for Furnishing Services for Satellite Day Care (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.

5. The Board Accepted – Grants for CAL Recycle Tire Derived Product Grant, Fresh Fruits and Vegetables Program, and Polystyrene Environmental Waste Elimination Grant (Business Services)

- Cal Recycle Tire Derived Product Grant
The goal of the Cal Recycle Tire Derived Product Grant is to purchase derived tire material and install at selected site to make playground safe for student.
Grant amount \$57,750

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- Fresh Fruits and Vegetables Program (FFVP)
The goal of the Fresh Fruits and Vegetables Program (FFVP) is to create healthier school environments by providing healthier food choices, and to:
 - Expand the fruits and vegetables children experience
 - Increase children's fruit and vegetable consumption
 - Make a difference in children's diets to impact their present and future health

The Fresh Fruits and Vegetables Program (FFVP) is seen as an important catalyst for change in efforts to combat childhood obesity and by helping children learn more healthful eating habits. Grant amount \$144, 250
- Polystyrene Environmental Waste Elimination Grant (PEWE)
Eliminate the use of Styrofoam trays and move towards using only biodegradable materials in the school lunch program at the elementary school sites. Purchase receptacles for processing garbage into trash, recyclable and compostable categories and instruct students on differences through participation during lunch service. Grant amount \$36,388.00

6. **The Board Approved** – Renewal of Waste Management Contract for 2012-2013
(Business Services)

Waste Management has been providing solid waste collection for HUSD for over ten years. Waste Management Company will furnish equipment and services, to collect and dispose of and/or recycle all HUSD's waste materials generated or coming to exist at the Hayward Unified School District for the 2012-13 fiscal year.

7. **The Board Adopted** – Resolution 1213-05, Authorized Signors of Payroll Warrants and Disbursements for HUSD (Business Services)

The District must pass a resolution that clearly delineates 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.

8. **The Board Adopted** – Resolution 1213-04, Authorized Bank Signors for Hayward Unified School District (Business Services)

The District needs to pass a resolution to authorized new 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 recent had changed in some

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department administrators, the District needs to pass a resolution as to the new authorized signors for banking purposes.

9. **The Board Adopted** – Resolution 1213-01 to Apply for 2012 Lower-Emission School Bus Program (LEEP) On-Board Natural Gas Tank Replacement (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, 2012. After this date, funds may be available to other eligible project category types through June 30, 2013, or until funds have been exhausted. ARB's Truck and Bus regulation requires existing on-road diesel vehicles including school buses that operate in California to be upgraded to reduce emissions. While CNG buses are exempt from ARB's regulation, the U.S. Department of Transportation requires that CNG buses be removed from service once the on-board CNG tank has reached the manufacturer's service life, typically 15 years.

10. **The Board Approved** – Declaration of Items for Surplus 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. 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.

11. **The Board Approved** – Contract for Assistant Superintendent of Human Resources (Office of the Superintendent)

Approve contract commencing July 25, 2012 and terminating June 30, 2014 for the Assistant Superintendent, Human Resources.

12. **The Board Adopted** – Resolution 1213-02, Excusing Board Member's Absence from the Regular Board Meeting of June 20, 2012 (Office of the Superintendent)

Board Clerk Luis Reynoso was absent from the regular Board Meeting of June 20, 2012. The Board's By Law 9250 states that "Members may be paid for meetings missed when the Board, by action, finds that they were performing designated duties of the District at the time of the meeting or they were absent because of illness, jury duty, or a hardship deemed acceptable by the Board of Education (Ed. Code 35120)".

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13. **The Board Adopted** – The minutes of the regular Board Meetings of April 18, 2012, May 9, 2012, and May 23, 2012 and the Special Board Meetings of April 25, 2012, May 4, 2012, and May 16, 2012 (Office of the Superintendent)

ACTION/DISCUSSION ITEMS

1. **Information to the Board** – Special Education Opportunity Report by School Innovations & Advocacy, Inc. (Educational Services)

The intent of this presentation is to summarize the audit process and the audit findings to guide continuing efforts to effect long term program improvements. With that in mind, the data used in this study are intended to provide a picture of the special education program against a backdrop of federal and state accountability and compliance measures. Data reviewed in the report incorporate information from a variety of sources. To arrive at the findings and recommendations of the report, SIA reviewers met with and interviewed district administrators, special education teachers, general education teachers, psychologists, speech therapists and others who volunteered to participate. In addition, multiple data sources were collected, examined, compared, and analyzed. The purpose of commissioning the Opportunity Report was to guide long term improvement as to how we meet the needs of our students in a fiscally responsible manner. As the special education strategic action plan is put into place, our improved practices and systems are meant to realize the following outcomes:

- Increase the use of the SST process.
- Increase students receiving pre-referral interventions.
- Increase the number of students exiting special education.
- Reduce the disproportionate number of African-American and English Learner students identified as special needs.
- Reduce referrals to Non-Public Schools.
- Reduce the amount of general fund allocated to special education.

2. **The Board Tabled** – Special Education Parent Advisory Committee (SEPAC) (Educational Services)

This item was tabled until the next Board Agenda.

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

	Vendor	Purpose	Div/Program	Amount
a)	ENT Networks	Provide on-site maintenance of main server classroom, office computers, printers, etc. for the 2012-13 school year for Adult School	Students, Family & Community Services	\$35,000 – General Fund
b)	Harland Technology	Provide maintenance/use of scanners for data collection form Schoolhouse attendance software for Adult School	Students, Family & Community Services	\$5,800 – General Fund

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c)	Harris/Knowledge Core	Provide maintenance/use of Hayward Adult School attendance software	Students, Family & Community Services	\$15,549.48 – General Fund
d)	Mindful Schools	Mindful Schools will provide instruction for Treeview students that will build a positive school climate for learning. SSC approved 5/2/12	Educational Services	\$12,320 – (\$8,075 – MAA & \$4,245 – PTA)
e)	Empowerment Project	Provide academic support for African American male students through a variety of supportive activities for Lorin Eden, Treeview and Eden Gardens. SSC approved 5/2/12	Educational Services	\$40,000 - EIA Funds (3 schools)
f)	Jennifer Cambra	Provide training and oversight for the CCTR contract funded child development programs	Students, Family & Community Services	Not to exceed \$66,000 – State Preschool & General Childcare Funding
g)	Playworks	Provide workshops and technical assistance needed to implement an energized recess program supplemented by youth leadership and after-school components for Burbank SSC approved 5/18/12	Educational Services	\$19,500 – SIG Grant Funds
h)	Abacus Products, Inc.	Collect information, design, legal review of standard material, graphic layout, printing and mailing of the 2012/13 Annual Notification & Parent/Student Guide Handbook	Students, Family & Community Services	\$15,908 – General Fund
i)	Mind Growers	Provide and facilitate parent workshops for Burbank SSC approved 5/18/12	Educational Services	\$75,000 – SIG Grant Funds
j)	Center for Culturally Responsive Teaching & Learning	CCRTL will provide 5 professional development days to build the Fairview staff's knowledge in culture and language that are culturally and linguistically responsive for African American and Latino students. SSC approved 3/26/12	Educational Services	\$13,500 – Title I Funds

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4. **Information to the Board** – African American Initiative Action Plan and Budget for School Year 2012-13 (Educational Services)

In Hayward Unified School District, we are developing the 3 R's for 21st Century Success – Rigor, Responsibility, and Results. The AASAI for 2012-13 will be connected to this focus in the following ways:

- Rigor: Increasing African-American's access to culturally relevant, challenging academic experiences.
- Responsibility: Coming together as a community to ensure that African-American students have a sense of ownership and connectedness to their educational experience.
- Results: Improving African-American student achievement and attendance outcomes.

The AASAI is a targeted effort focused on achieving concrete results for improved student achievement. Once data from the 2011-12 school year is available, specific targets will be identified to mark our progress. Overall, the expected results from this initiative are the following:

- Increase the number of African-American students scoring at proficient and advanced in 3rd grade ELA.
- Increase the number of African-American students scoring at proficient and advanced in Algebra.
- Increase the number of African-American students meeting A-G course requirements.
- Increase the attendance of African-American students in target grades.

5. **The Board Approved** – Proposition 30 (Governor's Tax Initiative) and Proposition 38 (Molly Munger's Tax Initiative) (Business Services)

Staff provided the Board with an update on two tax initiatives projected to be on the November 2012 General Election. The state of California has experienced an economic decline since 2008. As a result, tax and sales revenues have been significantly reduced to a level that has caused cash shortages state-wide, and several tax initiatives have been developed to replace the lost state revenue. The Governor's and Molly-Munger's Tax Initiatives are two examples of strategies developed to sustain the fiscal state climate.

6. **The Board Adopted** – Resolution 1213-07 Non-Voter Approved Debt Refinance AB-2197 (Business Services)

The District is issuing 2012 Certificates of Participation (COPs) in order to:

- 1) Refund the outstanding 2001 COPs and the 2009 Lease-Purchase to: generate savings to the general fund.
- 2) Reduce debt service significantly over the next three years and extend the term of the financings by 10 years.
- 3) Reimburse the general fund for the 2001 COPs August 1, 2012 debt service payment of \$880,736.75 (since the refunding is expected to close on August 30, 2012).
- 4) Fund the costs of issuance of the 2012 COPs

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The refunding is currently projected to generate net present value savings of approximately \$404,000 over the life of the refunding COPs, net of costs, or 2.6% of the existing debt. The district will conduct financial transactions on the open market to obtain the best possible refinance rate for the district.

7. **The Board Adopted** – Resolution 1213-06 Temporary Interfund Borrowing of Cash (Business Services)

With the current fiscal crisis in California, the state faces cash flow problems, and has once again deferred payments to Districts for the 2012-13 fiscal year. Current projections show that the District will likely have cash flow problems during fiscal year 2012-13. Temporary interfund borrowing of cash is permitted by Education Code Section 42603 for K-12 districts. It is not uncommon for a district to borrow cash temporarily between funds to meet cash flow shortages. The governing board needs to adopt a resolution authorizing that monies held in other funds may be temporarily transferred to the General Fund if necessary to meet cash needs. The amount transferred must be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. The General Fund must pay interest on the cash amount transferred from other funds. The interest amount will be calculated the same as the interest rate paid by the Alameda County Treasury. District staff will closely monitor the cash balances and, only if necessary to cover cash deficits, will transfer cash from the Bond Fund to the General Fund and its related repayment within the legally required time frame with interest.

8. **The Board Conducted a 1st Reading** – Of Revised/New Board Policies (Business Services)

Update policy to be in compliance with California Department of Education and Federal Education Law. The Board authorized the hiring of Tucker Ellis, LLP to perform services to update Board Policies and Administrative Regulations (BP/AR). The updated Administrative Regulations and Board Policies will be available to parents, students, employees and community members.

9. **The Board Approved**– Attendance Initiative, Contract with Schools Innovations & Advocacy (SI&A) (Business Services)

Attention 2 Attendance is a tool that provides the techniques and strategies for Principals to be successful at predicting student attendance. A2A will fill the gaps in the current site process by:

- Providing attendance data trend analysis,
- Addressing not only truant absences but ALL absences
- Creating a no fail system where the notification letters go out
- Most importantly, CWA and site staff gain more time for outreach services instead of have to print mail and fold letters.

Attention 2 Attendance (A2A) software application has helped site Principals and District Administrators improve education for all students, and to close the achievement gap through increased learning time and implement an innovative solution to increased revenue. The main components of the management tool are attendance management, attendance letter production, conference management and data analysis. Additionally, the system is connected to a program manager that generates timely and accurate data regarding chronic absenteeism, at-risk students, attendance trends and comparative analysis, and district and individual site attendance reports. The

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payoff is 14 additional student attending school out of a population of 20,000. The cost will be \$72,000 annually.

10. The Board Accepted – Donations Report (Clerk)

DONOR	ITEM	APPROX VALUE	SITE
Missiah Lutheran Church	Check	\$200.00	Eden Gardens Elementary
PG&E	Check	\$124.99	Eden Gardens Elementary
Smart Circle International LLC	Check	\$79.38	Eden Gardens Elementary
Lorin Eden PTA	Field trip transportation for K1, 2 & 3 to San Jose	\$587.00	Lorin Eden Elementary
Maria Amor Alvarado	Check	\$102.00	Lorin Eden Elementary
HIEU	Check	\$100.00	Lorin Eden Elementary
Lorin Eden PTA	Transportation for HUSD bus for field trips	\$250.00	Lorin Eden Elementary
ACSA Hayward	Retirement Party	\$250.00	Human Resources
SEIU, Local 1021	Retirement Party	\$250.00	Human Resources
SEIU, Local 1021	Retirement Party	\$250.00	Human Resources
Hayward Education Association	Retirement Party	\$500.00	Human Resources

Future Board Meetings:

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

Regular Board Meeting – Wednesday, September 12, 2012 – 6:30 p.m. (Open Session)
City Hall

Regular Board Meeting – Wednesday, September 26, 2012 – 6:30 p.m. (Open Session)
City Hall