



H.U.S.D. BOARD MEETING SUMMARY  
Wednesday, September 12, 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 Ms. Heredia and seconded by Mr. McGee the Board voted 4-0 to terminate Employee #19948**
- **On a motion by Ms. Heredia and seconded by Dr. Reynoso the Board voted 4-0 to accept the settlement agreements for Case #2012060387 and #2012070319**

**(Mr. Armas was absent from Closed Session only)**

**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 August 1, 2012 through August 20, 2012 (Business Services)

Payroll – Direct Deposit	\$ 232,916.72
Payroll – Warrants	\$ 3,606.89
General Fund - Total Non-Payroll	\$ 2,338,137.81
Adult Education Fund	\$ 22,389.91
Food Services Fund	\$ 153,705.73
Child Development Fund	\$ 54,230.43
Deferred Maintenance Fund	\$ 144,723.52
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$ 220,432.86
School Facilities/Proposition 1A	\$ 31,569.09
Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ 5,280.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,206,992.96</b>

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### 3. **The Board Approved** – Non-Public School Placements and Non-Public Agency Services (Elementary Education)

The IEP teams have determined that these students require the services of non-public schools in order to meet their needs.

<b>Vendor</b>	<b>Purpose</b>	<b>State Funds</b>	<b>HUSD Cost</b>
<b>Non-public Schools</b>	Tuition	\$0	\$4,450,480.00
	Various Non-LCI students 17 LCI students	\$0	\$ 510,000.00
<b>Non-public Agencies</b>	Service Fees for various students	\$0	\$3,514,533.00
<b>Transportation</b>	Various students	\$0	\$3,372,500.00

### 4. **The Board Approved** – Overnight Study Trips (Elementary Education)

a) **Bowman** – **November 13-15, 2012**: Twenty-eight 4<sup>th</sup> grade students will participate in an environmental study trip to La Honda, California. Students will travel by bus and be lodged in tents. There will be two male chaperones and two female chaperones. Heather Skibbins, teacher, will be in charge of this trip. There is no cost for students. Fundraisers will finance this trip. No student will be denied participation due to lack of funds. The event will take place Tuesday, November 13 through Thursday, November 15.

### 5. **The Board Approved** – MOU with Tiburcio Vasquez Health Center (Student, Family & Community Services)

The purpose of the presentation is to present to the Board of Education the memorandum of understanding between Hayward Unified School District, Tiburcio Vasquez Health Center, Inc. and the Alameda County Health Care Services Agency. Tiburcio Vasquez Health Center, Inc. has been collaborating with Hayward Unified School District and the Alameda County Health Services to provide school-based health center services at Tennyson High School. These services include health education, mental health care services, screening and referral services, treatment services, after school services and parent education. These services have been a support to Tennyson High School as they provide the much needed resources for students to overcome their barriers to learning. This Memorandum of Understanding is an ongoing Memorandum of Understanding to support the operations of the Health Center and all of its services.

### 6. **The Board Approved** – MOU with Alameda County Office of Education (Student, Family & Community Services)

The purpose of the MOU is to provide 20 physical activity and nutrition education trainings for AmeriCorps and select Youth Enrichment Program (YEP) staff. Alameda County Office of Education (ACOE) has a long history of collaboration with HUSD to support health and nutrition programs and engaging our community in service. Activities described in the scope of work will support the implementation of Nutrition Education and Physical Activity objectives of the AmeriCorps grant. ACOE will provide training focused on two key areas: physical fitness and health and nutrition education for students and parents. The trainings will focus on service as a way for

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parents and students to serve the community, and to improve their personal health and wellness. The 2012-2013 Parent Center activities will include: nutrition, cooking, and health classes; fitness activities; outreach to parents and dissemination of information on community health resources. The Student and Parent Support Programs requested proposals from similar programs; at this time we were not able to find comparable programs. ACOE will provide professional experts to train AmeriCorps and YEP staff on best practices and strategies to implement cooking, nutrition and physical education activities for parents and students. AmeriCorps and YEP staff will use knowledge acquired from these trainings to develop a culture of service as well as implement health and wellness portions of the AmeriCorps grant objectives.

7. **The Board Approved** – MOU with Seneca Family of Agencies (Student, Family & Community Services)

A Memorandum of Understanding has been developed between HUSD and Seneca Family of Agencies. Recent actions of the California Legislature and Governor of California eliminated state funding dedicated to reimbursing counties for Educationally Related Mental Health Services (ERMHS) provided to students per Individualized Education Plans (IEP). A Memorandum of Understanding has been developed in order to ensure payment of Educationally Related Mental Health Services costs of students with Individualized Education Plans (IEP) who need intensive Therapeutic Behavior Services (TBS) to “prevent” placement in more restrictive environments such non-public schools or residential facilities. The services can also be used to prepare student and parents for return to public school from non-public school or residential placements. This service is needed to cover students with intensive behavior needs who are not covered by Medi-Cal. Seneca will offer short term, intensive mental health services to individual students referred by the District that will enable the student to remain at home with family and attend school on a regular basis.

8. **The Board Approved** – MOU with Alameda County Behavior Health Care Services (Student, Family & Community Services)

A Memorandum of Understanding has been developed between HUSD and Alameda County Behavior Health Care Services. Recent actions of the California Legislature and Governor of California eliminated state funding dedicated to reimbursing counties for Educationally Related Mental Health Services (ERMHS) provided to students per Individualized Education Plans (IEP). A Memorandum of Understanding, received in the Special Education Office on January 26, 2012, describes the agreement between the County of Alameda Health Care Services Agency, Behavioral Health Care Services (BHCS), Alameda County Office of Education and the Hayward Unified School District. The MOU reflects the District’s responsibility for funding of services to students with respect to the provision of Educationally Related Mental Health Services (ERMHS) under the Individuals with Disabilities Education Act (“IDEA”). IEP services include board and care costs of residentially placed students and related mental health services including assessment, reports, consultation, IEP attendance and individual therapy including group therapy, family therapy, medication management, crisis intervention, and case management. A Memorandum of Understanding has been developed in order to ensure payment of Educationally Related Mental Health Services costs of students with Individualized Education Plans (IEP). The District shall be responsible for paying all costs pursuant to terms of the MOU, for services provided by Alameda County Behavior Health Care Services.

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**9. The Board Approved – MOU with Project EAT (Student, Family & Community Services)**

The purpose the presentation is to renew the existing memorandum of understanding between Hayward Unified School District and the Alameda County Office of Education in order to continue the implementation of the Project E.A.T. Program. Alameda County 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 the coordination of the program, professional development, coaching, materials for teachers, as well as provide monthly newsletters for all families in HUSD. ACOE will provide the staff to implement the program at the site level as well as the administrative oversight of the program. The Alameda County of Education will be funding the program through grant funds so there is no fiscal impact to the district

**10. The Board Approved – MOU with Hatchuel, Tabernik & Associates (Student, Family & Community Services)**

The purpose of the presentation is to present to the Board of Education the memorandum of understanding between Hayward Unified School District, the California State University, East Bay, and Hatchuel Tabernik and Associates. The California State University, East Bay received funding for the implementation of the Promise Neighborhood grant. Hayward Unified School District was subcontracted by California State University of East Bay to participate in the implementation of this funding. The Promise Neighborhood grant is a five year grant starting in January 2012 and ending in December of 2016. The grant specifically targets the students and the residents of a particular geographic area of Hayward in order to positively impact the residents in this area in multiple ways including increase access to services and improved educational results. In order to evaluate the effectiveness of the project as mandated by the grant California State University of the East Bay brought in Hatchuel Tabernik and Associates as the vendor who will be handling the evaluation piece of the grant. This Memorandum of Understanding will allow Hayward Unified School District to share information with our funders as well as the evaluators working with the Promise Neighborhood grant to gather information in order to determine if the outcomes stated in the grant we achieved. This information will also allow us to evaluate the effectiveness of our service delivery methods to better inform our practices. This Memorandum of Understanding has no fiscal commitments from Hayward Unified School District.

**11. The Board Approved – Consultant Contracts from School Site Councils (Educational Services)**

	<b>Vendor</b>	<b>Purpose</b>	<b>Div/Program</b>	<b>Amount</b>
a)	Mind Growers	Provide 10 seminars for Tennyson High teacher leaders in skill areas as follows: development of cooperative teams, effective data discussions, facilitation, problem solving and evaluation of services. SSC 6/5/12	Educational Services	\$35,000 SIG

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b)	Bryonn Bain	Provide 18 days of school-wide support at Martin Luther King and Chavez Middle Schools to transform and improve student engagement, literacy achievement through the implementation of practices to develop student voice. SSC 4/4/12	Educational Services	\$40,000 TITLE I Both schools
c)	Voice of Generation	Provide 6 assemblies including: poetry, dance, art in a variety of formats to engage students at Ochoa Middle School. They will also provide two full days (six periods) of writing workshops, two full days of dance workshops for PE classes and 2 guest speakers for lead classes. SSC 4/25/12	Educational Services	\$7950 EIA
d)	Reading Partners	Provide language arts tutoring during and after school for 300 students throughout the school year at Glassbrook. Enrolled students will receive two 45 minute sessions per week with a trained tutor. Reading Partners will coordinate with teachers to ensure that students do not miss core instruction. SSC 6/4/12	Educational Services	\$25,000 TITLE I

### 12. **The Board Adopted** – Resolution 1213-13 Excusing Board Member’s Absence from the regular Board Meeting of August 22, 2012 (Office of the Superintendent)

Board Member Maribel Heredia was absent from the regular Board Meeting of August 22, 2012 because of a family emergency. The Board’s revised 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)”.

### 13. **The Board Amended and Adopted** – The minutes of the regular Board Meeting of August 22, 2012 (Office of the Superintendent)

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### ACTION/DISCUSSION ITEMS

#### 1. Information to the Board – Report on Start of New School Year (Office of the Superintendent)

On Wednesday, July 19, 2012, our four elementary year round schools, Bowman Elementary, East Avenue Elementary, Eldridge Elementary, and Park Elementary had their first day of school. Students, teachers, families, and staff worked diligently to open the schools and had a positive first day. District administrators visited every school and found that it was an incredibly smooth opening. On all four campuses school staff worked with families and students to make sure that everyone was in the appropriate class. School offices were empty by 10:00 am at every school. Our Concerns Coordinator did not receive any complaints from families on the first day. Enrollment is increased in each of our four year-round schools over projections from last May.

#### *Traditional Schools*

On Thursday, August 23<sup>rd</sup>, the rest of the Hayward Unified School District schools opened with their first day of school as part of the traditional school year calendar. The Million Father March had a wonderful kick off at Southgate Elementary and all of our school sites had a registration table and a welcoming event to mark this important day. All district office administrators were assigned to visit school sites as well as district teachers on special assignment. In each of the traditional schools we experienced a very smooth opening of school. Staff worked with families so that they understood our policies and procedures. From the first day of school, we saw many examples of strong teaching. Our Concerns Coordinator received no complaints from families on the first day of school.

Based on our “live body” counts from the first day of school, enrollment has increased over May projections. While final numbers may change when the California Basic Educational Data System (CBEDS) enrollment count is submitted in October, we are optimistic that our district will experience a growth in student enrollment this year compared to our projections, particularly in our newly renovated schools. We are greatly appreciative of all district staff and our school communities who worked together to open schools on a positive note.

#### 2. The Board Accepted – 2011-2012 Unaudited Actuals Financial Report (Business Services)

The District is required to close its books for the 2011-12 fiscal year by September 15, 2012 and submit the financial statement to the Alameda County Office of Education who will review the information and forward it to the state. This report is prepared using the state software in a format approved by the Department of Education (Standardized Account Code Structure, known as SACS). Individual SACS reports are prepared for each of the District’s funds. The financials present the 2011-12 revenues, expenses, assets, liabilities and fund balances by fund. In addition supplementary schedules provide reconciliation of the District’s attendance and revenue limit. The report’s narrative review addressed in detail the variations between projected budget and the actual revenues and expenditures and the effect that these changes have on the District reserve levels. These reports will be audited by the District’s external auditor in October and the final Audited Financial Report will be filed and presented in December 2012.

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### 3. **The Board Adopted** – Resolution 1213-12 GANN Amendment Limitation (Business Services)

In 1978, California voters passed Proposition 13, which limited how much public agencies can collect in taxes. In 1979, the voters passed Proposition 4, commonly called the Gann Amendment Limitation, which approaches the other side of the equation: How much public agencies can spend appropriated from the proceeds of state and local taxes. Each year the Business Support staff must calculate and make public the appropriations limit for the District. The calculation is made by way of a complex formula provided by the state. The 2012-13 Gann Limit is based upon the 2011-12 adjusted limit increased for inflation and the projected decrease in 2012-13 average daily attendance (ADA). The adopted resolution declared those appropriations in the budget for the 2011-12 and 2012-13 fiscal years does not exceed the limitations imposed by Proposition 4, Gann Amendment Limitation.

### 4. **Information to the Board** – Update on Board Authorized Debt Refinance (Business Services)

Staff presented to the Board the refinance plan for district long-term debt. 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). And to
- 4) fund the costs of issuance of the 2012 COPs

The refunding was 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 conducted the financial transactions on the open market to obtain the best possible refinance rate for the district.

### 5. **The Board Approved** – The Oversight Committee Selection for Measure G (Business Services)

On June 5, 2012, the voters of Hayward passed Measure G, a five year parcel tax at \$58, with over 70% support. The Board of Education, as part of the resolution, is required to establish a Parcel Tax Citizen's Oversight Committee. The purpose of the Committee shall be to inform the public concerning the expenditure of the parcel proceeds. It is the express intent of the Legislature that the members of the Committee promptly alert the public to any waste or improper expenditure of school parcel tax money. The Committee shall engage in the following activities to carry out this purpose:

- Actively review and report on the proper expenditure of taxpayer's money for educational purposes;
- Advise the public as to whether the school district is in compliance with the adopted resolution; and
- Convene to provide oversight for, but not limited to:
  1. Ensuring that parcel revenues are expended only for educational purposes at the school sites;
  2. On an annual basis revenue the expense reporting from the parcel tax program;
  3. For training and informational gathering purposes related to the purpose of the oversight committee.

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Following the receipt of applications and the selection of candidates by the Measure G Coalition members, the Superintendent will recommend to the Board of Education eleven (11) citizens to serve on the Citizen’s Oversight Committee for Measure G. The Oversight Committee will include:

- One member who is active in a business organization representing the business community located within the school district;
- One member who is active in a faith-based organization located within the communities of the school district;
- One member who is a senior citizen;
- One member who represents the employees union Hayward Education Association (HEA);
- One member who represents the Hayward employees union chapter in the Association of Educational Office and Technical Employees (AOETE);
- One member who represents the Hayward employees union chapter in the Service Employees International Union (SEIU);
- One member who represents the Hayward employees union chapter in the Association of California School Administrators (ACSA);
- One member who is the parent or guardian of a child enrolled in a HUSD Elementary School;
- One member who is the parent or guardian of a child enrolled in a HUSD Secondary School;
- One member who is both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization (PTO)/association (PTA); and
- One member who is active in a bona fide taxpayers’ organization.

The committee will meet annually to review expense data from the parcel tax program and will meet no more than quarterly as a body. The candidate list will be agendized and brought before the Board of Education for approval the next board meeting following the conclusion of the candidate applicant and selection process.

### 6. **The Board Approved** – Consultant Contracts (Educational Services/Student, Parent & Community Services/Business Services)

	<b>Vendor</b>	<b>Purpose</b>	<b>Div/Program</b>	<b>Amount</b>
a)	City Span	Provide an online tracking system for the Youth Enrichment Program to track 5000 students’ attendance.	Student, Family & Community Services	\$16,500 – ASES & 21 <sup>st</sup> Century Grant Funds
b)	Hatchel, Tabernik & Associates	Provide program evaluation and grant writing services for the Student and Parent Support Programs.	Student, Family & Community Services	\$75,000 – ASES, 21 <sup>st</sup> Century, Americorp & Carol M. White Grant Funds
c)	Educational Testing Services	Provide GED scoring and reporting for the Adult School.	Educational Services	\$14,000 – General Fund
d)	American Council on Education	Provide GED testing materials for the Adult School	Educational Services	\$12,000 – General Fund



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e)	School City	Provide professional service for integrated School Accountability Report Card (SARC) and Single Plan for Student Achievement (SPSA) on line reporting interface	Educational Services	\$59,500 – General Fund
f)	Kristen Gray	Provide Assistive Technology and Augmentative Assistive Technology services for a HUSD student as required by the IEP.	Educational Services	\$25,000 – General Fund
g)	Kidango	Provide full inclusion part-day preschool for preschool special needs students within the city of Hayward.	Educational Services	\$7,050 – General Fund
h)	Bell Transit	Provide transportation to and from school for students with disabilities who qualify for transportation services but have needs that cannot be met by Durham School Services.	Educational Services	\$372,500 – General Fund
i)	Brenda La Cosse	Maintain and service hearing devices for hard of hearing students with IEPs in order for them to access the curriculum.	Educational Services	\$7,500 – General Fund
l)	Aequitas Solutions	Provide transition support services for Zangle software – a company no longer in business. Zangle is the student information Support Systems that manages all student related information	Business Services	\$76,104 – General Fund
m)	California Department of Education	Process scores, make changes, and mail certifications for all the GED examinees.	Educational Services	\$9000 General Fund

### The Board continued the following Consultant Contract to the next Board Meeting.

j)	Jacqueline Cheong	Provide independent education evaluations that include psycho-educational assessments. Including, written reports, make presentations, and attend mediations and fair hearings.	Educational Services	\$50,000 – General Fund
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### The Board tabled the following consultant Contract to the next Board Agenda:

k) Cathy Toldi	Consultant will facilitate monthly sessions with HUSD management team to support the successful realization of goals and projects through: strategy development, action planning, process design, and follow-through support.	Business Services	\$15,000 – General Fund
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### 7. The Board Failed to Pass a Motion for – Youth Intervention Specialist Position at Treeview and Faith Ringgold (Human Resources)

We currently have two “split” elementary school site. The Principal at Treeview Elementary (2-6) also oversees Bidwell Elementary (K-1). The Principal at Fairview Elementary (K-6) also oversees Faith Ringgold Elementary (K-6). Each of these split sites have a .5 FTE Youth Intervention Specialist (YIS) assigned to help the Principal administer the site. This has proved problematic for the YIS who has to drive from Bidwell to Faith Ringgold (or vice versa) at any time should a site emergency arise. Due to an increasing number of issues and incidents, we need to have additional administrative coverage at both schools. It should be noted that currently, for half the time, there is no administrator at one of these sites to handle student/family issues when they arise. The Board took no action on this item.

### Future Board Meetings:

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

Regular Board Meeting – Wednesday, October 10, 2012 – 6:30 p.m. (Open Session)  
City Hall

Regular Board Meeting – Wednesday, October 24, 2012 – 6:30 p.m. (Open Session)  
City Hall