



H.U.S.D. BOARD MEETING SUMMARY
 Wednesday, October 10, 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

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 September 6, 2012 through September 19, 2012 (Business Services)

Payroll – Direct Deposit	\$ 210,184.66
Payroll – Warrants	\$ 1,137.83
General Fund - Total Non-Payroll	\$ 1,573,764.80
Adult Education Fund	\$ 23,107.21
Food Services Fund	\$ 205,891.73
Child Development Fund	\$ 27,972.00
Deferred Maintenance Fund	\$ 56,484.13
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$ 3,067,471.73
School Facilities/Proposition 1A	\$ 52,988.89
Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ -0-
TOTAL EXPENDITURES	\$ 5,219,002.98

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

<u>Vendor</u>	<u>Purpose</u>	<u>State Funds</u>	<u>HUSD Cost</u>
<u>Non-public Schools</u>	Tuition		
Bridge School	1 Non-LCI Student(s)	\$0	\$52,134

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

a) Hayward High – **November 23-25, 2012**: Five 9-12th grade students will participate in the CIF Cross Country Championships in Fresno, California. Students will travel by private vehicle and be lodged in a hotel. There will be one male chaperone and one female chaperone. Kristy Prasad, 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 Friday, November 23 through Sunday, November 25.

b) Hayward High – **November 29-December 2, 2012**: Seventeen 9-12th grade students will participate in a boy's soccer invitational tournament in Palo Cedro, California. Students will travel by private vehicle bus and be lodged in a hotel. There will be two male chaperones. Alex Ortega, 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 Thursday, November 29 through Sunday, December 2.

c) Hayward High – **May 30 – June 2, 2013**: Six 9-12th grade students will participate in the CIF State Track & Field Championships in Fresno, California. Students will travel by private vehicle and be lodged in a hotel. There will be one male chaperone and two female chaperones. Kristy Prasad, teacher, will be in charge of this trip. There is no cost for students. Fundraisers funds will finance this trip. No student will be denied participation due to lack of funds. The event will take place Thursday, May 30 through Sunday, June 2.

5. **The Board Approved** – The following Consultant Contract from School Site Councils (Educational Services)

	Vendor	Purpose	Div/Program	Amount
a)	Super Stars Literacy	Provide English Language Arts acceleration to 60 K-2 students at Longwood during and after school. There will also be four related study trips. SSC 6/4/12	Educational Services	\$52,250 SIG Funds

6. **The Board Adopted** – The minutes of the regular Board Meeting of September 12, 2012 with revisions (Office of the Superintendent)

ACTION/DISCUSSION ITEMS

1. **Information to the Board** – Bond Oversight Committee's Annual Report on Measure I (Facilities Measure I)

California Education Code Section 15280 requires the Measure I Bond Oversight Committee to meet at least once annually and issue an annual report on the Measure I Program, under Proposition 39 requirements. Three public meetings were held with the Oversight Committee over the past year, and the minutes from each of those meetings are posted on the District's website in accordance with California Education Code Section 15280. The presentation summarized the District's progress in the execution of the Measure I projects since the Hayward community's passage of Measure I in June 2008, with emphasis on milestones completed over

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the past year. This is the final report from the current Measure I Bond Oversight Committee members, who since September 2008 have served the full 4 years allowed by Proposition 39.

2. The Board Approved – Instrumental Music Pilot Program (Educational Services)

Staff presented a proposal for funding a pilot Instrumental Music after school program at HUSD high schools. In order to balance the budget for the 2010-11 school year, Instrumental Music for the 5th and 6th grade was eliminated at our elementary schools. While this was necessary to maintain fiscal solvency, it has meant our students do not get any exposure to Instrumental Music during elementary schools. Since Instrumental Music has been eliminated, Bryan Holbrook, the band teacher at Hayward High School, has led an after school Instrumental Music program for elementary students from the Hayward High feeder school. This program provides students with an introduction to band and has been a wonderful opportunity for participants to not only learn about an instrument but also how our band programs work in the secondary school. We propose funding Mr. Holbrook's program (he currently leads it voluntarily) as a pilot and extending it to the other two high schools. This will open the program to all our elementary 5th and 6th graders in the district. Next steps for this proposal include:

- Identifying teachers to lead the program at Tennyson High School and Mt. Eden High School.
- Coordinating with the elementary schools.

Budget

Below is the current estimated budget range for the pilot:

Staffing (Stipends and teacher hourly for band teachers):	\$39,000
Coordination (e.g. flier distribution):	\$3,000
Instrument replacement and ordering cost:	<u>\$3,000</u>
Total estimated cost:	\$45,000

The program at Hayward High School begins in October. The goal is to begin the other programs in November. Additionally, we will provide a proposal at the next Board meeting to offer Instrumental Music and/or Choir at our elementary schools.

3. The Board Conducted a Public Hearing – Sufficiency of Instructional Materials for 2012-13 and Adopted Resolution 1213-14 (Educational Services)

Hayward Unified provides sufficient textbooks and instructional materials compliant with the state content standards and curriculum frameworks adopted by the State of California. The proper public notice has been placed in a local newspaper and posted in three public places within the district. Education Code Section 60119(a)(1)(B) requires the local governing board to annually determine whether or not each pupil in each school has sufficient textbooks or instructional materials or both that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education (SBE) in reading/language arts, mathematics, science, and history/social Science. The definition of sufficiency provides that each pupil, including each English learner, must have a standards-aligned textbook or instructional materials, or both to use in class and to take home. The District receives funding annually from the State for the purchase of textbooks and instructional materials. However, due to the implementation of SBX42 these funds are no longer restricted and may be used for other purposes as part of Tier III. In the spring of each school year, HUSD principals inventory textbooks and order based on enrollment projections. Within the first four

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weeks of school in the fall, principals review their textbook inventory and submit another purchase requisition based on actual student enrollment and classroom configurations. Additionally every principal received a CDE Instructional Materials Survey to conduct a site review with teachers and verify for sufficiency of materials. Textbooks are also ordered on an ongoing and as needed basis throughout the year based on increased enrollment. At the elementary levels, teachers were provided a survey for the new Reading/Language Arts Materials to determine what was still needed in their classrooms. Resolution 1213-14, acknowledged that Hayward Unified School District students did have, within the first eight weeks of the school year, sufficient textbooks or instructional materials, or both.

4. The Board Approved – District Wide Inventory to Support Federal Monitoring Program Audit on October 22, 2012 (Business Services)

The HUSD will receive a comprehensive FPM audit from the state on the compliance of various categorical and restricted programs. The audit will evaluate all aspects of how HUSD deployed designated funds for student achievement and enrichment. One part of the evaluation process is the identification of materials valued at over \$500 that have been purchased within the district. The district does not have a full inventory of all value items. The inventory is also a requirement of GASB 34 to assess the value of district property and controlled equipment. If the lack of a formal inventory is assigned to the district as a discrepancy by FPM audit, the district may have 40 days to achieve compliance. A selected vendor will conduct a comprehensive audit of all district materials with monetary value in excess of \$500. The inventory will be used as a foundation for a perpetual inventory that will be maintained by the district for additions and surplus items. The vendor will visit every school, every classroom and every building owned by the district to register and assess a value to each item. The final state for district will be an inventory at the classroom level rolled up to evaluate the district's asset position. The inventory must begin prior to the FPM audit in order to achieve compliance. The Board approved the contract with Asset Works for \$26,500.00

5. The Board Conducted – First Reading of Revised/New Board Policies/Administrative Regulations (Office of the Superintendent)

The Board approved the following Board Bylaws:

- BB 9130 Board Committees
- BB 9140 Board Representatives
- BB 9150 Student Board Members
- E 9150 Student Board Members
- BB 9200 Limits Of Board Member Authority
- BB 9222 Resignation
- BB 9230 Orientation
- BB 9260 Legal Protection

The following Board Bylaws will return for a Second Reading and Approval:

- BB 9124 Attorney
- BB 9220 Governing Board Elections
- BB 9223 Filling Vacancies
- BB 9224 Oath of Affirmation
- BB 9240 Board Development

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BB 9250 Remuneration, Reimbursement, and
Other Benefits
BB 9005 Governance Standards
BB 9310 Board Policies

6. The Board Approved – The Following Consultant Contracts

	Vendor	Purpose	Div/Program	Amount
a)	Silvia Reyes	Provide professional for teachers in the district bilingual programs to build the instruction capacity. Through this training they will develop skills in the teaching of transference of Spanish and English in order to maximize student achievement including: proficiency in both languages, reclassification and the Bilingual Seal of Biliteracy.	Educational Services	\$10,000 Title III
b)	Kagan Professional Development	Provide professional development for teachers on engagement strategies and classroom management strategies to create opportunities for all students to engage in discussions. During the workshop, teachers will practice the various strategies and have opportunities to identify a set of strategies to implement in their own classrooms.	Educational Services	\$36,750 – Title I
c)	Pyramid Educational Consultants, Inc.	Provide training to implement the Picture Exchange Communication System that provides comprehensible instruction for moderate/Sever students in special day and autism SDC classes	Educational Services	\$8,494.50 – General Fund
d)	California Consulting	Provide grant writing services	Business Services	\$48,000 General Fund

Future Board Meetings:

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

Regular Board Meeting – Wednesday, November 14, 2012 – 6:30 p.m. (Open Session)
City Hall

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