



## H.U.S.D. BOARD MEETING SUMMARY

Wednesday, November 14, 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 October 18, 2012 through October 22, 2012 (Business Services)

Payroll – Direct Deposit	\$ 218,880.46
Payroll – Warrants	\$ 8,751.39
General Fund - Total Non-Payroll	\$ 5,482,635.15
Adult Education Fund	\$ 72,763.27
Food Services Fund	\$ 321,854.62
Child Development Fund	\$ 38,727.09
Deferred Maintenance Fund	\$ 20,240.45
Special Reserve Fund for Capital Outlay Projects	\$ -0-
Building Fund 2008 Measure I Bond	\$ 1,525,642.27
School Facilities/Proposition 1A	\$ 300.00
Building Fund	\$ -0-
Capital Facilities/Developer Fees Fund	\$ -0-
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,689,794.70</b>

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

Special Education Department has a vacancy for head special education nurse. The vacancy begins on December 1. We have been recruiting for the position but have yet to find a candidate who meets the qualifications for the position. Our special education nurse provides essentials services to (a) meet the health needs of students in special education and (b) to ensure that we are in compliance with Individual Education Plans that have a health component. If we do not have a special education nurse we run the risk of not providing the services and being out of compliance. Human Resources is continuing to actively recruit for our special education

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position. In the meantime, Maxim Healthcare can provide a temporary nurse to fill the position. This service will not provide any additional cost to the district as the cost for filling the position with a temporary nurse from Maxim Healthcare is the same as what we have been paying the district nurse.

### S U M M A R Y

<u>Non Public Agency</u>	<u>Purpose</u>	<u>HUSD Cost</u>
Maxim Healthcare	Ability to temporarily hire a nurse while HUSD HR Dept searches for the permanent hire.	\$52,080

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

a) Mt. Eden – November 15-17, 2012: Eleven 9-12<sup>th</sup> grade students will participate in the Regional Honor Choir in Aptos, California. Students will travel by private vehicle and be lodged in a hotel. There will be one male chaperone and one female chaperone. Ken Rawdon, teacher, will be in charge of this trip. The cost for students is \$100. Fundraisers will finance this trip. No student will be denied participation due to lack of funds. The event will take place Thursday, November 15 through Saturday, November 17.

b) Mt. Eden – December 26-30, 2012: Thirteen 9-12<sup>th</sup> grade students will participate in a basketball tournament in Henderson, Nevada. Students will travel by private vehicle bus and be lodged in a hotel. There will be two male chaperones and one female chaperone. Sandra Molina, 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 Wednesday, December 26 through Sunday, December 30.

#### 5. The Board Approved – The Memorandum of Understanding with Project Eden/Horizon Services Inc. (Student, Family & Community Services)

Project Eden/Horizon Services, Inc. has been a long standing community based agency providing services at some of our schools. Historically, Project Eden has created opportunities for our secondary students to receive support around issues of substance use and alcohol use. This agency has worked individually with site leadership to identify the service sites. As Project Eden has limited capacity, not all sites can be served. The schools that can provide space and have presenting needs are the ones chosen for the services. This organization was chosen as it is the only organization in our area that has the capacity to provide a full continuum of services around substance and alcohol issues that also has the ability to serve individuals and families. In addition, this is a much needed service in our community. This MOU is being brought forth to formalize the collaboration as well as to outline some commitments for the 2012-2013 school year. HUSD is focusing on a better integration of resources for our families and this process will allow us to have a more established relationship with our service providers as well as clearly outlining commitments, service points, and outcomes of services. The implementation of this MOU will formalize the service delivery model at the sites.

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### 6. **The Board Accepted** – The Uniform Complaint Update (Student, Family & Community Services)

This summary provided the Board of Education with an updated list of the uniform complaints submitted in the first quarter for the 2012-13 school year. This report also contains the status of the resolution for the complaints received. In adherence to the California Education Code 35186 updates on the status of the parent complaints should be submitted to the Board of Education on a quarterly basis. This Education Code stipulates the report to contain a summary of the formal uniform complaints filed and the status of the resolution to the complaints. In addition to this mandate, the Board of Education has requested that staff also track informal complaints which are submitted as well as the status of resolution to these complaints. To adhere to both the mandate and the directive, the summary contained the data for both informal and formal complaints.

### 7. **The Board Accepted** – Student Discipline Quarterly Update (Student, Family & Community Services)

Staff presented a Review of 2012-2013 Academic School Year Quarterly Summary of Expulsion cases acted on by the School Board – First Quarter. The Hayward Unified School District Board of Education has requested a quarterly report to review actions the Board has taken in the current school year with relation to student discipline.

### 8. **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)	Lunchbox International	Provide three workshops to reach out to the students from two at-risk communities - English Language Learners and African American students. The workshops will promote cross-cultural communication and work to make permanent bonds that will strengthen the Greater Hayward Community. The workshops will ask the students to take on leadership roles as they represent their school in a city-wide forum. SSC 5/21/12	Educational Services	\$10,000 EIA SCE

### 9. **The Board Approved Consultant Contracts** – (Student, Family & Community Services)

	<b>Vendor</b>	<b>Purpose</b>	<b>Div/Program</b>	<b>Amount</b>
a)	Bay Area Driving School	Provide two eight-week online driver's education courses for 180 high school Youth Enrichment	Student, Family & Community Services	\$11,000 – 21 <sup>st</sup> Century Funds

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Program (YEP) students,  
resulting in an opportunity  
to apply for their driver's  
permit through the  
California Department of  
Motor Vehicles (DMV).

### 10. **The Board Rejected** – Filed Litigation (Human Resources)

On October 25, 2012, employee ID #2447 filed a tort claim against HUSD and staff recommended that the Board reject the claim in its entirety.

### 11. **The Board Adopted** – The revised minutes of the regular Board Meeting of September 26, 2012 and the minutes of the regular Board Meetings of October 10, 2012 and October 24, 2012 (Office of the Superintendent)

## **ACTION/DISCUSSION ITEMS**

### 1. **The Board Approved** – Special Education Program Placement at Highland (Educational Services)

Staff presented a proposal to move the Laurel Children's Center and Spectrum Non-Public School to the Highland site. Currently we have a campus that houses our Hayward Center for Education and Career, Brenkwitz Continuation School, Spectrum Non-Public School, Independent Studies, and several other special education programs. The site is extremely impacted. Additionally, the Laurel Center is in Castro Valley and is not centrally located. The District proposes moving Spectrum Non-Public School and the Laurel Center to our Highland Campus. Spectrum Non-Public School and Laurel Center both serve approximately 75 students. At Laurel Center, we have five classrooms that serve preschool students. Spectrum serves students K-12, with many at the upper grades. There are approximately 60 students at Spectrum. There are several reasons to move forward with this plan. First, both programs serve special education students. This means that the Highland campus can become a site where we can better target our resources. Additionally, the Highland campus is near CSUEB, so we can reach out to access resources from the university. We will be better positioned to collaborate with the university and reach out to students in various programs (e.g. early education, special education) to partner with our programs at Highland. Lastly, the move of Spectrum to Highland will free up needed space for other programs at the Hayward Center for Education and Career and Brenkwitz campus. Spectrum is using classrooms and other rooms for individual therapy and counseling. HUSD has special education programs that need to be connected to the Brenkwitz campus so they can be a part of our alternative education program. Freeing up space at the site will allow these programs to better meet the needs of their students. Ultimately, this may result in cost savings as we will be able to meet the needs of our students in district programs as opposed to sending them to non-public agencies.

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### 2. **The Board Approved** – Use of Measure I Funds to Address Technology Needs at Non Measure I Schools (Business Services)

Staff shared with the Board the guiding principles related to the eligible expenditures for Measure I funding. In 2008, the taxpayers of Hayward passed Measure I during general selection. The adopted resolution called for improvements in the facilities of five schools. In addition, improvements to the infrastructure for safety and security, information technology and disability access compliance in accordance with the Facilities Master Plan. The staff proposed projects for approval for the Board. The Measure I Citizens Oversight Committee will validate the expenditures on a quarterly basis during public meetings.

### 3. **The Board Approved** – Authorization into the Northern California Medi-Cal Administrative Services Joint Powers Authority (NMAA-JPA) Resolution 1213-18 (Business Services)

Medi-Cal Administrative Activities (MAA) is a federal program that allows reimbursement for administrative time directly supporting efforts to identify and enrolls potential eligible students into Medi-Cal and that directly support provisions of medical services covered under the state Medicaid plan. The reimbursement dollars are unrestricted in the MAA Program. If a staff member is involved in connecting students with the Medi-Cal program or with health services provided by a Medi-Cal provider, that person may qualify to be involved in the MAA program. Lead Education Agency Billing Option (LEAO) is a federal program that allows reimbursement for direct services provided to Medi-Cal eligible students by Health Care Providers. The reimbursement dollars are restricted in the LEAO Program. School participation is limited to direct services providers (Speech and Language Pathologist, Occupational Therapist, Physical Therapist, Nurse, Counselor), and other limited specified job titles employed by the district. Traditionally, the district generates approximately \$600,000 per year in revenue from the two program. Based on the medical needs of the student population and the free and reduced lunch percentages, the district should generate more than \$1.5 - \$2.0 million dollars per year. Management is shifting to the JPA to receive better training and support services in an effort to generate improved services and increased revenue compared to a for-profit vendor. The change from a private vendor to a JPA will generate an immediate cost savings to the district fee structure.

### 4. **The Board Conducted a Public Hearing** – For Silver Oaks Charter School Petition (Educational Services)

The Hayward Unified School District has received a charter petition from lead petitioner, Ms. Murielle Bichard. The charter school, Silver Oak High School, is a proposed 9-12 grade school seeking approval for a period of five years beginning with the 2013-2014 school year. Pursuant to Education Code Section 47605(b), the Board of Trustees must hold a public hearing within 30 days of receipt of the petition to consider the level of support for the petition by teachers employed by the district, other employees of the district, and parents. Within 60 days of receipt of the petition, the Board of Trustees must take action to either grant or deny the charter petition. Accordingly, following this public hearing, District staff will complete its review of the petition and submit its written factual findings and recommendations to the Board of Trustees so that the Board can take action to either grant or deny the charter petition.

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### 5. **The Board Conducted a Public Hearing** – For Key Academy (Knowledge Enlightens You) Charter School Petition (Educational Services)

The Hayward Unified School District has received a charter petition from lead petitioner, Ms. Krista Kastriotis. The charter school, Knowledge Enlightens You, or KEY Academy, is a proposed K-8 grade school seeking approval for a period of five years beginning with the 2013-2014 school year. Pursuant to Education Code Section 47605(b), the Board of Trustees must hold a public hearing within 30 days of receipt of the petition to consider the level of support for the petition by teachers employed by the district, other employees of the district, and parents. Within 60 days of receipt of the petition, the Board of Trustees must take action to either grant or deny the charter petition. Accordingly, following this public hearing, District staff will complete its review of the petition and submit its written factual findings and recommendations to the Board of Trustees so that the Board can take action to either grant or deny the charter petition.

### 6. **The Board Conducted a Second Reading & Approved** – Revised/New Board Policies/Administrative Regulations (Office of the Superintendent)

The Board of Education requested that the Board Policies and Administrative Regulations are updated in order to be in compliance with the California Department of Education Code and Federal Education Law. The Board of Education was presented with updated policies and regulations, including updates from the California School Boards Association (CSBA) and Tucker Ellis, LLP. and revisions from the Board. Board Policies included for review and approval:

a)	BB	9005	Governance Standards
b)	BB	9012	Board Member Electronic Communications
c)	BB	9100	Organization
d)	BB	9124	Attorney
e)	BB	9220	Governing Board Elections
f)	BB/AE	9223	Filling Vacancies
g)	BB	9224	Oath Or Affirmation
h)	BB	9240	Board Development
i)	BB	9250	Remuneration, Reimbursement And Other Benefits
j)	BB	9310	Board Policies
k)	BB	9323	Meeting Conduct
l)	BB/AE	9323.2	Actions By the Board
m)	BB	9324	Minutes and Recordings
n)	BP	6163.4	Student Use of Technology

### 7. **The Board Conducted a First Reading and Approved Without a Need for Second Reading** – Revised/New Board Policies/Administrative Regulations (Office of the Superintendent)

The Board of Education requested that the Board Policies and Administrative Regulations are updated in order to be in compliance with the California Department of Education Code and Federal Education Law. The Board of Education was presented with updated policies and regulations, including updates from the California School Boards Association (CSBA) and

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District staff or review and revisions. Board Policies of a time sensitive nature for legal requirements/compliance that were brought forward from Series 1000 – Community Relations and Series 5000 – Students, included for revisions and Administrative Regulations.

<u>Original HUSD Adopted Board Policy</u>			<u>Recommended Revised Board Policy</u>		
a)	BP	1312.3 Uniform Complaint	BP	1312.3	Uniform Complaint Procedures
b)	BP	5030 Wellness	BP	5030	Student Wellness
c)		New	BP/AR	5132.2	Bullying

### 8. The Board Accepted – Donations Report (Business Services)

DONOR	ITEM	VALUE	SITE
Vicky Varghese	Student & Teacher Textbooks	\$8,000	District Wide
Lifetouch National School Studios	Cash Donation	\$634.00	Burbank Elementary
Office Max	Instructional Supplies	\$2,100	Bowman Elementary

### Future Board Meetings:

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

Regular Board Meeting – Wednesday, January 16, 2013 – 6:30 p.m. (Open Session)  
City Hall

Regular Board Meeting – Wednesday, January 30, 2013 – 6:30 p.m. (Open Session)  
City Hall