



H.U.S.D. BOARD MEETING SUMMARY Wednesday, July 20, 2011

Board Roll Call:

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

In Closed Session the Board of Education approved the following:

- **The Board approved on a 4-0-0 vote the following positions:**
 - **DiShawn Givens – Principal at Bowman Elementary School**
 - **Stacy Vidal – Principal at Tyrrell Elementary School**
 - **Garry Galvan – Principal at Ruus Elementary School**
 - **Brian White – Principal at Southgate Elementary School**
 - **Mina Hutchins – Director of Special Education**

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 8, 2011 through July 1, 2011 (Business Services)

Payroll – Direct Deposit	13,629,831.41
Payroll – Warrants (591824-594831; 591833-591883; 821228-821685)	889,057.09
General Fund - Total Non-Payroll (115187; 165258-165572; 165602-165988) (115186, 165257, 165601 voids)	5,300,870.68
Adult Education Fund	160,120.29
Food Services Fund	262,512.36
Child Development Fund	31,165.03
Deferred Maintenance Fund	2,875.99
Special Reserve Fund for Capital Outlay Projects	94,176.11

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Building Fund 2008 Measure I Bond	6,211,644.10
Capital Facilities/Developer Fees Fund	2,075.00
TOTAL EXPENDITURES	\$26,584,328.06

3. The Board Adopted – Resolution #1112-02, Authorized Bank Signors for Hayward Unified School District (Business Services)

Whereas, the District recently had changes in some department administrators so the Board needs to pass a resolution as to the new authorized signors for banking purposes. 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.

4. The Board Adopted – Resolution #1112-03, Authorized Signors for Payroll Warrants and Disbursements for Hayward Unified School District (Business Services)

Whereas, the Hayward Unified School District has recently had changes in some department administrators, the Board needs to pass a resolution as to the 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.

**5. The Board Approved – License Agreement with Kidango, Inc. (Business Services)
Rental space is available at several sites for the 2011-2012 fiscal year.**

As an opportunity to generate a revenue stream from our properties until formal plans for use are completed, the following tenants will be leasing property at:

Name of Lessee	Address of Property	Rent
Kidango, Inc.	Modular at Helen Turner Children’s Center 23640 Reed Street Hayward, CA 94544	\$ 550.00 per month

6. The Board Approved – Contract for Teach for America (Human Resources)

Every District has areas of high needs for credential teachers in the areas of Math, Science, and Special Education. The District continues to seek qualified applicants who understand and are committed to working in an urban environment. Teach for America specifically recruits, trains, and supports candidates in these areas. These teachers, called Corps Members, commit to teach for 2 years in one of 39 urban and rural regions across the country, going above and beyond traditional expectations to help their students to achieve at high levels. This is unique program that takes a small financial commitment for 2 years from the District that is funded through Categorical Funds.

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7. The Board Approved – Consolidated Application Part I 2011-12 (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. Annually each school district submits Part I of the application 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 Part I will determine the amount of funds appropriated by CDE to the district for the coming school year, and will be outlined in the Consolidated Application Part II which will be submitted to the CDE in January 2012.

Hayward Unified School District is applying for the following programs:

- Title I, Part A (Basic Grant – NCLB Sec. 101)
- Title II, Part A (Teacher Quality – NCLB Sec. 2101)
- Title III, Part A (LEP Students – NCLB Sec. 3102)
- Economic Impact Aid (EC 54000)

8. The Board Approved – Memorandum of Understanding with Seneca (Educational Services)

Seneca Center provides Rehabilitative Day treatment at three HUSD campuses. These services are provided on a year-round basis. HUSD provides the facilities and the teachers for this Day Treatment Program. Other staff members are hired through Seneca Center. A continuation of this MOU for \$180,000 (\$60,000 per classroom) pays for Seneca staff and services for the three classrooms.

This MOU will provide Rehabilitative Day Treatment services at Mt. Eden High School, Cesar Chavez Middle School, and Longwood Elementary School. These services will be provided on a year-round basis, and will be in effect from July 1, 2011 through June 30, 2012.

9. The Board Approved – Memorandum of Understanding with Head Start for Peixoto (Educational Services)

Students with disabilities shall receive a free and appropriate public education in the least restrictive environment which meets their needs to the extent provided in the law. Increased collaboration between Head Start and HUSD preschool programs will provide an opportunity for age appropriate language and social models. This MOU supports full inclusion at the Peixoto site.

Full-Inclusion at Peixoto:

- Head Start classrooms will include 5 special education students per classroom. Services will be provided for a total of 10 special education students within two classrooms.
- One HUSD Preschool Special Education Teacher and one HUSD para-educator will be assigned and instruct the special education and general education students with collaboration from the Head Start staff.
- Busing will be provided for special education students by HUSD or contracted provider.
- Special Education students will receive total comprehensive services of the Head Start program and the services delineated in their Individual Education Plan.

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There will be no additional cost to the district. The Preschool teacher will be responsible for inclusion, teaching, collaboration and coordination of IEPs. The same teacher will also be responsible for academic assessment of preschoolers as a member of the assessment team and will also be responsible for parent education of preschoolers.

10. **The Board Approved** – Memorandum of Understanding with Head Start for Laurel (Educational Services)

Students with disabilities shall receive a free and appropriate public education in the least restrictive environment which meets their needs to the extent provided by the law. Increased collaboration between Head Start and HUSD preschool programs will provide an opportunity for age appropriate language and social models. This MOU supports inclusion at the Laurel site.

Inclusion at Laurel Center:

- Head Start classrooms will include 5 special education students per classroom. Services will be provided for a total of 10 special education students within two classrooms.
- Busing will be provided for special education students by HUSD or contracted provider
- Special Education students will receive total comprehensive services of the Head Start program and the services delineated in their Individual Education Plan

There will be no additional cost to the district. The Preschool teacher of students assigned to the Special Day Class caseload will be responsible for inclusion, teaching, collaboration and coordination of IEPs. The same teacher will also be responsible for academic assessment of preschoolers assigned to the teacher's caseload.

11. **The Board Approved** – Contract with Dryco Construction, Inc. for Paving of Winton Middle School and Palma Ceia Elementary School (Business Services)

The condition of the asphalt parking lots at some of HUSD'S facilities has exceeded its expected life cycle and is in need of extensive rehabilitation and replacement. 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.

Contractor	Palma Ceia – Paving New Staff Parking Lot	Winton Middle School – Paving New Staff Parking Lot
Asphalt Maintenance Systems, Inc.	Did not bid	Did not bid
Asphalt Surfacing, Inc.	\$145,900	\$282,200
Dryco Construction, Inc.	\$108,668	\$170,145
R & M Paving Contractors, Inc.	\$110,640	Did not bid

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- 12. The Board Tabled** – Resolution 1112-01 Excusing Board Member's Absence from the Special Board Meetings of June 14, June 18, and June 20, 2011 and the regular Board Meeting of June 22, 2011 (Office of the Superintendent)

Board Clerk Luis Reynoso was absent from the June 14, June 18, and June 20, 2011 Special Board Meetings and the regular Board Meeting of June 22, 2011. 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)*".

The Board will bring back this item for further discussion.

- 13. The Board Adopted** – The minutes of the regular Board Meeting of April 13, 2011 and Special Board Meetings on May 9, 2011, June 18, 2011, June 20, 2011, and July 1, 2011 (Office of the Superintendent)

The Board had revisions for the May 12, 2011 and June 14, 2011 Special Board Meetings and after the revisions are completed they will be adopted.

ACTION/DISCUSSION ITEMS

- 1. The Board Conducted** – A 1st Reading of Revised BP/AR 1312.3 a) *Uniform Complaint Procedures* (Educational Services)

HUSD Uniform Complaint Policy was submitted to the State for Categorical Program Monitoring (CPM) in April 2011. The State found HUSD Administrative Regulations and Board Policy 1312.3 to be out of compliance with State Law as it was missing specific language in three sentences. Administrative Regulations 1312.3 and Board Policy 1312.3 have been edited to include the necessary language required to be in compliance with state law. The updated Administrative Regulation and Board Policy would be available to parents, students, employees and community members who need access to HUSD Uniform Complaints Policy. This item will return to the August 24, 2011 Board Meeting for discussion and approval.

- 2. The Board Tabled** – High School Assistant Principal Allocations or Youth Intervention Specialist (Human Resources)

Over the past several months the Board has discussed the staffing allocations of the Assistant Principals at the Elementary and High School levels. The Board requested that the allocations for high schools be brought back for discussion with information regarding funding options. On June 22, 2011 the Board directed staff to find funding to support 5 elementary counseling positions that were previously paid through grant funding. We have been recently notified that the District has been awarded grant money for three elementary counselors. This money will cover 3 elementary counselor positions. Therefore any funds that may have been needed are available for other priorities. The District can now consider the use of the unallocated funds for either High School Assistant Principals or for High School Youth Intervention Specialists. The Board requested more information from staff and the item will return to the August 24, 2011 Board Agenda for discussion.

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3. The Board Approved – The following Contracts (Educational Services/Business Services)

	Vendor	Purpose	Div/Program	Amount
a)	Garcia, Ruiz and Calderon, LLC	Legal Services	Business Services	\$600,000.00 General Fund
b)	Apple Inc.	Provide professional development training on Apple devices and software 2011-2012 for Burbank School staff	Educational Services	\$37,000 – SIG Funds
c)	SMART Technologies	Provide professional development and certification of SMART Response systems for Burbank School staff	Educational Services	\$7,998 – SIG Funds
d)	Enid Lee Consultants	Provide technical assistance & help implement the 10 components of Response to Instruction and intervention for African American students at 8 schools	Student & Family Support Services	\$89,908 – SETPD Funds
e)	Freshi Films	Deliver specialized, turnkey educational and enrichment workshops and film design for all middle and high schools	Student & Parent Support Services	\$92,160 – ASES & 21 st Century Grant Funds
f)	Destiny Arts	Provide YEP school sites sessions in martial arts, hip hop dance, theater arts, creative movement/modern dance & ballroom dance	Student & Parent Support Services	\$129,942.40 - ASES & 21 st Century Grant Funds
g)	Hatchuel Tabernik & Associates	Provide facilitation, grant writing and evaluation of the YEP, Parent Centers and the AmeriCorps program	Student & Parent Support Services	\$86,000 – ASES, 21 st Century & AmeriCorps Grant Funds
h)	Reading Partners	Provide literacy intervention tutoring for Longwood Elementary School	Educational Services	\$20,000 – SIG Funds
j)	McGraw-Hill	Provide advanced training for English Language Arts	Educational Services	\$24,000 – ARRA – Title I Funds

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k)	Data Works	Continue the second year of work implementing Explicit Instruction (EDI) which includes professional development, coaching, lesson design and administrative, leadership team and coaches training on how to measure instructional effectiveness	Educational Services	\$61,500 – SIG Funds
l)	Charlotte Knox	Consultant services around Strategic Schooling for Burbank staff	Educational Services	\$20,000 – SIG Funds
m)	DecoTech Systems	Wireless for Tennyson High School	Educational Services	\$130,841 - SIG Funds

The Board did not approve the contract H.3 i) for Lloyd Davis to provide support for the PIP Program.

4. The Board Accepted – Donations Report (Clerk)

DONOR	ITEM	APPROX VALUE	SITE
Kavita Sagan @ Hayward Public Library Hayward Rotary Club Literacy Plus Council Doug Kawabata	100 Books Musical Instrument	\$ 550.00 \$500.00	Eldridge Elementary School Martin Luther Middle School

Future Board Meetings:

Special Board Meeting: Friday, July 22, 2011 – Time: 9:00 a.m. (Closed Session)
HUSD Board Room/Superintendent’s Conference Room

Special Board Meeting/Work Session: Wednesday, August 17, 2011 – Time: 10:00 a.m. (Open Session)
HUSD Board Room

Regular Board Meeting: Wednesday, August 24, 2011 – 6:30 p.m. (Open Session)
City Hall