



H.U.S.D. BOARD MEETING SUMMARY  
Wednesday, October 12, 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 appointed Maria Cardenas as Director of Federal and State Programs. The motion was made by Ms. Heredia and seconded by Ms. Brunner and the vote was 5-0-0**

**CONSENT ITEMS**

- The Board Approved** – Personnel Appointments, retirements, changes of status, waivers, leaves of absence, and terminations (Human Resources)
- The Board Approved** – The following warrants between September 8, 2011 through September 21, 2011 (Business Services)

Payroll – Direct Deposit	\$242,674.68
Payroll Warrants (10028469-10028483)	7,766.19
General Fund (total Non-Payroll) (50032168-50032430)	2,154,055.92
Adult Education Fund	92,201.49
Food Services Fund	187,238.96
Child Development Fund	63.19
Deferred Maintenance Fund	56,032.14
Special Reserve Fund for Capital Outlay Projects	8,209.31
Building Fund 2008 Measure I Bond	7,150,726.46
School Facilities/Proposition 1A	7,458.00
<b>TOTAL EXPENDITURES:</b>	<b>\$9,906,426.34</b>

- The Board Approved** – The following overnight study trips, in accordance with Board Policy 6153 (Educational Services)
  - Mt. Eden: December 15-17, 2011:** Twelve 9-12<sup>th</sup> grade students will participate in a basketball tournament in Modesto, California.

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- b) Mt. Eden: December 18-22, 2011: Thirteen 9-12<sup>th</sup> grade students will participate in a basketball tournament in Las Vegas, Nevada.

4. **The Board Approved** – Memorandum of Understanding with Project EAT (Educational Services)

Alameda County Office of Education (ACOE) has been collaborating with HUSD's AmeriCorps program to support the implementation of a Nutrition Education and Physical Activity program for AmeriCorps and YEP staff. ACOE will provide training focused on two key areas: After School Activities for students and Parent Center Activities for parents. The after school activities concentrate on nutrition and fitness, community events and community service projects. The Parent Center activities include the following: nutrition, cooking, and health classes; fitness activities; outreach to parents and dissemination of information on community health resources. 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 implement the health and wellness goals and objectives of the AmeriCorps and YEP grants.

5. **The Board Tabled** – Memorandum of Understanding with Thornhill and the Adult School Program (Educational Services)

This item will return to a future Board Meeting.

6. **The Board Adopted** – The minutes of the regular Board Meeting of July 20, 2011 and the Special Board Meeting of July 22, 2011 (Office of the Superintendent)

### **ACTION/DISCUSSION ITEMS**

1. **The Board Approved as Provisional** – The Superintendent's Action Plan for Hayward Unified School District's Board Adopted District Goals 2011-2012 (Office of the Superintendent)

The Board of Education on August 24, 2011 approved their Board Adopted District Goals. With these Board approved Goals, it is now the Superintendent's responsibility to develop a Superintendent's Action Plan. This Action Plan is a result of discussion, observations, review of the improvement plans, and study of District data. On September 21, 2011 the Superintendent and the Superintendent's Action Team presented the Action Plan to the Board of Education and the Board provided direction to modify, amplify, and expand the plan. Last night the Board discussed and approved provisionally the Superintendent's Action Plan. The plan will be reviewed later in the year and revised as needed.

2. **Information to the Board** – Update on the African American Student Achievement Convening (Educational Services)

In response to the Board's priority to dramatically improve engagement, achievement, and 21<sup>st</sup> century success for HUSD's African American students, a convening was planned to (a) envision what a 21<sup>st</sup> Century African American Student Achievement Initiative tailored to the strengths, needs, and interests of HUSD's students would look like; (b) develop recommendations for the

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design and implementation of such an initiative and the necessary support systems; and (c) develop the relationships necessary to do our best collaborative work now and in the future on behalf of our African American students. Approximately 100 staff, students, parents, employee organization partners, community members, university partners, and experts met on September 29-30, 2011 to review the data on African American student achievement, identify hopes and actions, build a shared information base about what works, create a story of success for what we want to have accomplished within three years, identify key design and operational principles, review and refine the preliminary action plan, identify the key actions to be implemented between October 2011 and February 2012, establish key next steps, and build critical connections and relationships for moving the work forward. The two days were facilitated by Francisca Sánchez and Yvette Jackson, CEO of the National Urban Alliance, with assistance from a cadre of small group facilitators.

### 3. **The Board Approved** – Second Phase Asset Management Study – Part I (Business Services)

In April 2011, the Governing Board authorized the Asset Management Study to form a strategy to face the changing economies of the State and to sustain the Boards vital role to develop and sustain reliable income streams to augment revenue short falls. With this objective in mind, the District sought to develop plans to market the properties to potential buyers and to secure long-term tenants, land trades or sales. Dutra, Cerro and Graden (DCG) were awarded the contract through a competitive bid process to perform these services. DCG has provided several updates on the status of the project and is prepared to begin the Phase II portion of the work for the district. Phase I included the assessment and revenue potential of 16 district sites. The Phase II study requires a subset of the study to only look at those sites that have a potential for sell, lease or swap. The goal for the Asset Management Study is to provide a means through the sell, lease or swap of District properties to (1) improve the financial picture of HUSD, (2) coordinate and improve services to students, staff and community, and (3) provide better instructional and learning environments. The need to reduce and eliminate the current deficit spending practice within the district is critical to the solvency of the District. The need for this study supports more than just the financial side of the K-12 public education experience, the study will also provide a means to optimize what is offered to the students within the district to assist with achieving academic excellence and community advocacy for a better quality of life. The board determined which sites to perform a more detailed evaluation that will include potential clients for sell, lease or swap of District properties. The Board selected the following property study options (A – F) for further detailed analysis. They did not approve Property Study B (Markham Site)

- Yes Property Study A (Sunset Complex)
- Yes Property Study C (Helen Turner/Darwin Sites)
- Yes Property Study D (Glassbrook Site)
- Yes Property Study E (Peixoto Site)
- Yes Property Study F (Laurel Site)

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### 4. **The Board Approved** – Consultants for Second Phase Asset Management Study Part II (Business Services)

The Phase II study requires a subset of the study to only look at those sites selected by the Board as described in the previous Board Agenda Item H.3 that have a potential for sell, lease or swap. The Board approved Dutra, Cerro and Graden to do the 2<sup>nd</sup> Phase Analysis of the approved studies at the sites listed below.

	<b><u>Fee</u></b>	<b><u>Specialized Services</u></b>
Property Study A (Sunset)	<b>\$9,250</b>	Land Planning, Architecture and Construction Cost Estimates Not to Exceed \$20,000
Property Study C (Helen Turner & Darwin)	<b>\$9,250</b>	Civil Engineer, Land Planning Not to Exceed \$15,000
Property Study D (Glassbrook)	<b>\$9,250</b>	Civil Engineer, Land Planning Not to Exceed \$15,000
Property Study E (Peixoto)	<b>\$9,250</b>	Civil Engineer, Land Planning Not to Exceed \$15,000
Property Study F (Laurel Adult)	<b>\$9,250</b>	Civil Engineer, Land Planning Not to Exceed \$15,000

### 5. **The Board Tabled** – The Restructuring of Business Services and Educational Services (Office of the Superintendent)

This item will return to a future Board Meeting.

### 6. **The Board Conducted a Public Hearing and Adopted** – Resolution #1112-10 Sufficiency of Instructional Materials 2011-12 (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 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

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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 1112-10, acknowledges that Hayward Unified School District students did have, within the first eight weeks of the school year, sufficient textbooks or instructional materials, or both.

### 7. **The Board Conducted a 1<sup>st</sup> Reading of Board Policy/Administrative Regulations** – BP 5126 *Awards of Achievement* (Educational Services)

The Awards for Achievement Board Policy 5126 was last updated in 1991. At the August 24, 2011, the Board of Education approved the new HUSD Board Goals. Goal #1, Preparing all students, beginning with Kindergarten, to be college-ready by meeting CSU/UC A-G requirements serves as an underpinning for the revision to this board policy. BP 5126 highlights and provides direction to school sites and staff to identify and acknowledge student achievement by recognizing the talents and academic achievement of our students. BP 5126 signifies the Board of Education's goal for students to be publicly recognized for exemplary achievements in academic, athletic, artistic, and extracurricular or community services activities. Notably, this policy allows our school district to affix seals of achievement onto high school transcripts that are sent to colleges and universities. The revisions in this Board policy reflect board direction to recognize students for exemplary achievements. The proposed recommendations will update our policy to reflect the current standards and practices. Second reading of BP 5126 will take place October 26, 2011.

### 8. **The Board Conducted a 1<sup>st</sup> Reading of Board Policy/Administrative Regulations** – BP 5117 *Attendance Policy* (Educational Services)

Assembly Bill 2444 became effective on January 1, 2011. This Bill amends the education code related to inter-district transfers (E.C. 46600). A major modification is that AB 2444 precludes a school district from requiring a student attending school pursuant to an inter-district transfer from having to re-apply annually. AB 2444 requires that the student be allowed to attend the school in which he/she is enrolled though subject to conditions established by the district of enrollment and indicated in the agreement between school districts. Under AB 2444, the inter-district transfer agreement established between school districts must allow for students with approved transfers need not have to reapply until the student has completed his or her tenure at a single school (students in 6<sup>th</sup> grade or 8<sup>th</sup> grade will need to reapply for the following year). In addition, neither the district of attendance nor the district of enrollment may rescind existing transfers for students entering 11<sup>th</sup> or 12<sup>th</sup> grade. The revisions in this Board policy reflect the changes in the process and protocol as a result of the Assembly Bill 2444. The proposed recommendations will update our policy to reflect the current standards and practices. The second reading of BP 5117 will take place on October 26, 2011.

### 9. **The Board Tabled** – Attendance Plan Initiative (Educational Services)

This item will return to a future Board Meeting.

### 10. **The Board Tabled** – Approve Attendance Initiative Contract with School Innovations & Advocacy (Business Services)

This item will return to a future Board Meeting.

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### 11. **The Board Tabled** – Legal Counsel Support Services (Business Services)

This item will return to a future Board Meeting.

### 12. **The Board Approved** – Hiring of Occupational Therapist Position and Second Reading of Job Description (Human Resources)

Currently, the District contracts with NPA providers for Occupational Therapy services. The Special Education Department has been working to decrease the costs of Occupational Therapy, a Special Education Related service. Occupational Therapists usually serve students with the following types of disabilities: Orthopedic Impairment, Autism, Intellectual Disability (Mental Retardation), Multiple Disabilities, and TBI (Traumatic Brain Injury). In all of the disability categories listed above, HUSD has remained fairly consistent with regard to the number of students who receive Special Education services, with the exception of one – Autism. The number of HUSD students receiving Special Education services under the eligibility of Autism has risen 180%, since school year 2005-2006. The Special Education Office has contracted with NPAs to deliver Occupational Therapy services to students in the following ways: Direct Service, Consultation, and through Motor Movement Programs. HUSD would benefit from a staff Occupational Therapist, as there would be consistency in services, communication, coordination and belief aligned with the District policies in the Special Education Department. This gives the staff person the ability to be creative in the provision of appropriate services for HUSD students. As a staff member, an OT can provide educational seminars to support Special Education teacher's needs in the classroom education and support parent understanding of child development in education at no cost to the District. In addition, reimbursement for District staff-provided OT services through Medical and MAA would cover 1/3 to 1/2 of supplies and wages. Reimbursement for OT services cannot occur if the services are provided by an outside vendor.

### 13. **The Board Approved** – The following consultant contract (Educational Services/Human Resources)

<b>Vendor</b>	<b>Purpose</b>	<b>Div/Program</b>	<b>Amount</b>
d) Fagen, Friedman and Fulfrost	To provide services to assist with the current EEOC case and miscellaneous issues	Human Resources	\$15,000.00

### 14. **Information to the Board** – Appointment or Reappointment of Personnel Commissioner (Human Resources)

Staff announced a vacancy on the Personnel Commission because the interim appointment of Dr. Annette Walker will expire on December 1, 2011. Education Code Section §45249 assigns responsibility for the appointment of Commissioners to the Personnel Commissions established prior to September 17, 1965 as follows: "In a school district that has already adopted this article on September 17, 1965, members of the personnel commission shall be appointed by the Superintendent of Public Instruction who shall consider the recommendation of the governing board and other interested parties." The guidelines established by the Superintendent of Public Instruction state that the Board of Education should make a public announcement of the vacancy on the

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Personnel Commission at a public Board Meeting and to issue a public announcement of the intention to initiate an open recruitment process. The final appointment is made by the State Superintendent of Public Instruction. The Board publically announced the opening on the Personnel Commission for the term December 1, 2011 – November 30, 2014.

### 15. The Board Accepted – Donation Report (Clerk)

<b>DONOR</b>	<b>ITEM</b>	<b>APPROX VALUE</b>	<b>SITE</b>
Alan Antunes	Safeway gift cards	\$550.00	Burbank Elementary
The Shark Shack, c/o Mariano Orozco	Shark Shack gift cards	\$100.00	Burbank Elementary
Susan Maloney	Sofa	\$500.00	Tennyson High School

### Future Board Meetings:

Special Board Meeting: Tuesday, October 18, 2011 – 5:30 p.m. (Open Session)

Topic: Joint Meeting of Board and Personnel Commission

Location: HUSD Board Room

Regular Board Meeting: Wednesday, October 26, 2011 – 6:30 p.m. (Open Session)

City Hall

Regular Board Meeting: Wednesday, November 16, 2011 – 6:30 p.m. (Open Session)

City Hall

Regular Board Meeting: Wednesday, December 7, 2011 – 6:30 p.m. (Open Session)

City Hall