

# Hanford Elementary School District

## REGULAR BOARD MEETING AGENDA

Wednesday, April 10, 2024

HESD District Office Board Room  
714 N. White Street, Hanford, CA

### OPEN SESSION

5:30 p.m.

- Call to Order
- Members Present
- Pledge to the Flag

### CLOSED SESSION

- **Student Discipline** (*Education Code Section 48918... requires closed sessions in order to prevent the disclosure of confidential student record information*)
  - Administrative Panel Recommendations**
    - Case# 24-28 – Wilson
    - Case# 24-29 – Kennedy
- **Conference with Legal Counsel – Existing Litigation** (*Gov. Code, § 54956.9, subd. (d)(1)*)
  - OAH Case #2023100406
- **Conference with Legal Counsel – Anticipated Litigation** (*Significant exposure to litigation pursuant to Gov. Code, §54956.9, subd. (d)[(2) or (3)]: 1*)

### OPEN SESSION

6:00 P.M.

Take action on closed session items

### 1. PRESENTATIONS, REPORTS AND COMMUNICATIONS

*(In order to insure that members of the public are provided an opportunity to address the Board on agenda items or non-agenda items that are within the Board's jurisdiction, agenda items may be addressed either at the public comments portion of the agenda, or at the time the matter is taken up by the Board. A person wishing to be heard by the Board shall first be recognized by the President and identify themselves. Individual speakers are allowed three minutes to address the Board. The Board shall limit total time for public input on each item to 20 minutes.)*

- a) Public comments
- b) Board and staff comments
- c) Requests to address the Board at future meetings
- d) Review Dates to remember
- e) Recognize the 2024 HESD Excellence in Education Honorees:
  - Bethaney Kuenning
  - Shawn Carreiro
  - Michele Alexander
  - Doug Rose

- *Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Superintendent's Office located at 714 N. White Street, Hanford, CA during regular business hours.*
- *Any individual who requires disability-related accommodations or modifications, including auxiliary aides and services, in order to participate in the Board meeting should contact the Superintendent's Office at least 48 hours prior to the meeting.*

## 2. CONSENT ITEMS

*(Items listed are considered routine and may be adopted in one motion. If discussion is required, a particular item may be removed upon request by any Board member and made a part of the regular business.)*

- a) Accept warrant listings dated March 8, 2024; March 13, 2024; March 15, 2024; March 20, 2024 and March 22, 2024.
- b) Approve minutes of the Regular Board Meeting held on March 13, 2024.
- c) Approve interdistrict transfers as recommended.

## 3. INFORMATION ITEMS

- a) Receive for information the quarterly Williams Uniform Complaint (Gabler)
- b) Receive for information the Independent Citizen's Bond Oversight Committee Annual Report (Endo)

## 4. BOARD POLICIES AND ADMINISTRATION

- a) Consider adoption of Resolution #21-24: Absent Board Member Compensation (Gabler)
- b) Consider approval of the updated 2023-2024 School Plans for Student Achievement (Heugly)
- c) Consider approval of consultant contract with CoolSpeak, The Youth Engagement Company, for speaking services by Joaquin Zihuatanejo (Rubalcava)
- d) Consider approval of out of state travel for Instructional Coach, Josie Bustos Pelayo, to Albuquerque, New Mexico for the Translanguaging Institute (Rubalcava)

## 5. PERSONNEL (Martinez)

### a) Employment

#### Classified

- Elias Estrada, READY Program Tutor – 4.5 hrs., Lincoln, effective 3/13/24
- Aubreyanna Teague-Reeves, Yard Supervisor – 1.5 hrs., Washington, effective 3/11/24
- Ashley Torres, READY Program Tutor – 4.5 hrs., Richmond, effective 3/1/24

#### Classified Temps/Subs

- Sandra Acevedo, Substitute Bilingual Clerk Typist II, effective 3/8/24
- Joshua Beuster, Substitute Yard Supervisor, effective 3/14/24
- Angelique Brazil, Substitute Paraprofessional (TK/K), effective 3/21/24
- Leonard Landeros, Athletic Coach, effective 3/18/24
- Sheccid Solis, Substitute READY Program Tutor, effective 3/11/24
- Yolanda Solorio Lopez, Substitute Yard Supervisor, effective 4/2/24

#### Admin Transfer

- Myra Guzman, from Special Circumstance Aide – 5.75 hrs., Lincoln, to Special Circumstance Aide – 5.75 hrs., Richmond, effective 4/2/24

### b) Employment and Certification of Temporary Athletic Team Coaches pursuant to Title 5 CCR 5594

- James Joyce, 7th Boys Baseball, Kennedy, effective 2/26/24-5/6/24
- Leonard Landeros, 7th Boys Baseball, Wilson, effective 2/6/24-5/6/24
- Isabelle Madera, 7th Girls Softball, Kennedy, effective 2/26/24-5/6/24
- Zelante Mims, 4-6th Boys Track, Hamilton, effective 3/4/24-5/6/24
- Julianna Perez, 8th Girls Softball, Kennedy, effective 3/18/24-5/6/24

c) Resignations

Classified

- Haillee Larios, READY Program Tutor – 4.5 hrs., Monroe, effective 3/15/24
- Leticia Martinez, Substitute Clerk Typist I and Yard Supervisor, effective 3/7/24
- Calissa Munoz, READY Program Tutor – 4.5 hrs., Simas, effective 3/19/24
- Linda Thomas, Special Circumstance Aide – 5.75 hrs., Simas, effective 6/7/24
- Valerie Williams, Library/Media Technician – 8.0 hrs., Lincoln, effective 6/14/24

Certificated

- Maureen Kuiper, Teacher, King, effective 6/7/24

Retirement

- Teresa Charles, Administrative Secretary II – 8.0 hrs., TRC, effective 7/12/24
- Lucy Gomez, Director, Curriculum and Instruction, effective 6/28/24

d) Adopt Declaration of Need for Fully Qualified Educators for 2024-2025 School Year (Title 5, 80026) – Attached

e) Annual Statement of Need for 30-Day Substitute Teaching Permits

- The Governing Board of the Hanford Elementary School District declares that a sufficient number of credentialed teachers are not available to fill vacancies for substitute teaching during the 2024-2025 school year. Therefore, the District is filing an annual statement of need with the Kings County Office of Education to allow Emergency 30-day Substitute Permit holders to fill day-to-day substitute needs.

f) Volunteers

<u>Name</u>	<u>School</u>
Debbie Arriola	Hamilton
Zelante Mims (HESD Employee)	Hamilton
Maria Sandoval	Hamilton
Veronica Mejia	Jefferson
Hector Mendoza (HESD Employee)	Jefferson
Kathlene Rose	Jefferson
Caleb Guerra	King
Iliana Harris	King
Juan Soto Robles	King
Tasha Torres	King
Omar Mares	Lincoln
Dezaray Rivera	Lincoln
Anel Dorantes	Monroe
Crystal Duran	Monroe
Angelica Flores	Monroe
Krysta Fremling	Monroe
Denise Lopez	Monroe
Richard Monroy	Monroe
Keith Murphy	Monroe
Joshua Puerner	Monroe
Russell Tuman	Monroe
Catherine Harrison Arellano	Richmond

<u>Name</u>	<u>School</u>
Elizabeth Hernandez	Richmond
James Joyce (HESD Employee)	Richmond
Jonah Mulligan	Richmond
Veronica Ticman	Roosevelt
Kamberlyn De La Cruz	Simas
Reyes De La Cruz	Simas
Tiffany Glen	Simas
Nancy McVay	Simas
Aurora Zazueta	Simas
Danielle Beucher	Washington

**6. FINANCIAL (Endo)**

- a) Consider approval of the Comprehensive Maintenance Plan
- b) Consider approval of the Culinary Consultant Proposal from Brigaid LLC
- c) Consider approval of the 2024-2025 Local Control accountability Plan and District Budget Public Hearing date of June 12, 2024 at 5:30 pm.

**ADJOURN MEETING**

HANFORD ELEMENTARY SCHOOL DISTRICT  
AGENDA REQUEST FORM

TO: Joy Gabler  
FROM: Jay Strickland  
DATE: March 22, 2024

For:  Board Meeting  
 Superintendent's Cabinet  
 Information  
 Action

Date you wish to have your item considered: April 10, 2024

ITEM: Administrative Panel Recommendations

PURPOSE:

Case# 24-28 – Wilson  
Case# 24-29 – Kennedy

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 03/28/2024

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: 04/10/2024

**ITEM:**

Consider approval of warrants.

**PURPOSE:**

The administration is requesting the approval of the warrants as listed on the registers dated: 03/08/24, 03/13/24, 3/15/24, 03/20/24 and 03/22/24.

**FISCAL IMPACT:**

See attached.

**RECOMMENDATIONS:**

Approve the warrants.

## Warrant Register For Warrants Dated 03/08/2024

Warrant Number	Vendor Number	Vendor Name	Amount
12739966	6306	KAREN ALVARADO – REIMB – MATERIALS/SUPPLIES	\$16.90
12739967	6431	AMAZON.COM – MATERIALS/SUPPLIES	\$11,883.47
12739968	7062	YADIRA ARCIGA CASTREJON – MATERIALS/SUPPLIES	\$87.43
12739969	8315	CARSON ARNOLD – REIMB – MATERIALS/SUPPLIES	\$66.87
12739970	6253	AT&T – TELEPHONE COMMUNICATIONS	\$4,273.29
12739971	3505	CRYSTAL G. AVILA – REIMB – MATERIALS/SUPPLIES	\$199.47
12739972	8370	IRWIN AVILA – REIMB – OTHER SERVICES	\$39.00
12739973	3067	KAREN BELT – REIMB – MATERIALS/SUPPLIES	\$200.00
12739974	6107	RAECHELLE BERNA – REIMB – OTHER SERVICES	\$162.33
12739975	7399	BIMBO BAKERIES USA – FOOD SERVICES – FOOD	\$1,602.93
12739976	163	DEBORAH BRAY – REIMB – MATERIALS/SUPPLIES	\$24.95
12739977	7250	LUCY BRIENO – REIMB – MATERIALS/SUPPLIES	\$200.00
12739978	3989	CALIFORNIA STATE UNIVERSITY – OTHER SERVICES	\$843.50
12739979	5154	RICK CALVILLO – REIMB – MATERIALS/SUPPLIES	\$173.85
12739980	1954	KATHALEEN S. CARRI – REIMB – MATERIALS/SUPPLIES	\$16.61
12739981	7212	JESSICA CASAS – REIMB – MATERIALS/SUPPLIES	\$200.00
12739982	3465	CATHERINE A CASTANEDA – REIMB – MATERIALS/SUPPLIES	\$94.46
12739983	6859	CENTRAL COAST AQUARIUM – OTHER SERVICES	\$1,355.00
12739984	8369	GLADYS CRUZ – REIMB -MATERIALS/SUPPLIES	\$129.51
12739985	2609	LISA CUNHA – REIMB – MATERIALS/SUPPLIES	\$200.00
12739986	405	DASSEL'S PETROLEUM INC. – MATERIALS/SUPPLIES	\$3,794.62
12739987	405	DASSEL'S PETROLEUM INC. – MATERIALS/SUPPLIES	\$757.73
12739988	405	DASSEL'S PETROLEUM INC. – MATERIALS/SUPPLIES	\$2,673.51
12739989	5354	DIANNE DIAS – REIMB – MATERIALS/SUPPLIES	\$178.30
12739990	433	DISCOVERY CENTER – OTHER SERVICES	\$765.00
12739991	3069	ANDREA ERMIE – REIMB – MATERIALS/SUPPLIES	\$138.26
12739992	7776	DAVID FLORENDO – REIMB – MATERIALS/SUPPLIES	\$88.99
12739993	6851	JENNIFER FOSSETT – REIMB – MATERIALS/SUPPLIES	\$18.02
12739994	8368	KRYSTA FREMLING – REIMB – OTHER SERVICES	\$78.00
12739995	6090	MALISSA FROLEY – REIMB – MATERIALS/SUPPLIES	\$162.68
12739996	4910	ANDREA GARCIA – REIMB – MATERIALS/SUPPLIES	\$200.00
12739997	5590	PRISCILLA GARIVAY – REIMB – MATERIALS/SUPPLIES	\$193.92
12739998	1393	GAS COMPANY – UTILITIES	\$10,163.65
12739999	8377	TIFFANY GLEN – REIMB – OTHER SERVICES	\$25.00
12740000	591	GOLD STAR FOODS – FOOD SERVICES – FOOD	\$21,323.14
12740001	6273	OLIVIA GONSALVES – REIMB – MATERIALS/SUPPLIES	\$200.00
12740002	8153	JEWELIE HANEY – REIMB – MATERIALS/SUPPLIES	\$93.65
12740003	2121	GUADALUPE HERNANDEZ – REIMB – MATERIALS/SUPPLIES	\$200.00
12740004	8312	ALYSSA HOPE – REIMB – MATERIALS/SUPPLIES	\$113.77
12740005	5882	LINDSAY HOWELL – REIMB – MATERIALS/SUPPLIES	\$176.68
12740006	8257	IMPERIAL BAG & PAPER CO LLC – MATERIALS	\$4,566.81
12740007	8371	TAYLOR JACOBSEN – REIMB – MATERIALS/SUPPLIES	\$194.57
12740008	4117	JANA JASSO – REIMB – MATERIALS/SUPPLIES	\$152.16
12740009	8335	JF PETROLEUM GROUP – MATERIALS/SUPPLIES	\$16,392.47
12740010	4077	BRITTNEY JUAREZ – REIMB – MATERIALS/SUPPLIES	\$124.45
12740011	2329	DAMIEN JUAREZ – REIMB – MATERIALS/SUPPLIES	\$200.00
12740012	4846	KINGS AREA RURAL TRANSIT – OTHER SERVICES	\$150.00
12740013	6997	KIT CARSON UNION ELEMENTARY – ARP – HYC II PASS – THROUGH	\$801.00

## Warrant Register For Warrants Dated 03/08/2024

Warrant Number	Vendor Number	Vendor Name	Amount
12740014	7677	EMILY LASTIRI – REIMB – MATERIALS/SUPPLIES	\$200.00
12740015	5765	RYAN LEDAK – REIMB – MATERIALS/SUPPLIES	\$159.27
12740016	8239	AMY LESLIE – REIMB – MATERIALS/SUPPLIES	\$51.83
12740017	4299	CHRISTINE LUIS – REIMB – MATERIALS/SUPPLIES	\$129.30
12740018	7135	GRACIELA MAGALLON – REIMB – MATERIALS/SUPPLIES	\$200.00
12740019	8358	MAK + TEA LLC – OTHER SERVICES	\$1,257.89
12740020	6617	LESLIE MARAIN – TRAVEL/CONF	\$366.03
12740021	7051	EILEEN MARTINEZ-BEDOLLA – REIMB – MATERIALS/SUPPLIES	\$200.00
12740022	5570	MATELOT GULCH MINING – OTHER SERVICES	\$250.00
12740023	4704	KELLEY MAYFIELD – REIMB – MATERIALS/SUPPLIES	\$200.00
12740024	7101	SHELBY MCWELLS – REIMB – MATERIALS/SUPPLIES	\$174.48
12740025	7998	SOPHIA MEDINA – REIMB – MATERIALS/SUPPLIES	\$178.50
12740026	2856	CHRISTINE MIZER – REIMB – MATERIALS/SUPPLIES	\$200.00
12740027	1004	MORRISON'S SILKSCREEN – MATERIALS/SUPPLIES	\$407.55
12740028	8367	JONAH MULLIGAN – REIMB – OTHER SERVICES	\$39.00
12740029	7109	JEANA NAVARRO – REIMB – MATERIALS/SUPPLIES	\$68.44
12740030	4256	MELISSA NELSON – REIMB – MATERIALS/SUPPLIES	\$200.00
12740031	6737	JULIE O'DANIEL – REIMB – MATERIALS/SUPPLIES	\$193.00
12740032	6080	NEYDA ORTIZ – REIMB – MATERIALS/SUPPLIES	\$167.11
12740033	8076	P.A.T.Y. STUDIO – OTHER SERVICES	\$2,100.00
12740034	1116	TRINIDAD PEREZ – REIMB – MATERIALS/SUPPLIES	\$159.68
12740035	6946	MARIA PORRAS – REIMB – MATERIALS/SUPPLIES	\$200.00
12740036	7091	ANASTASIA PRISAZNIK – REIMB – MATERIALS/SUPPLIES	\$200.00
12740037	1168	PRODUCERS DAIRY PRODUCTS – FOOD SERVICES – FOOD	\$15,070.03
12740038	7580	PRUDENTIAL OVERALL SUPPLY – OTHER SERVICES	\$228.43
12740039	8366	JAMES REGO – REIMB – OTHER SERVICES	\$39.00
12740040	7862	JAIMIE RICHMOND – REIMB – MATERIALS/SUPPLIES	\$200.00
12740041	5287	TRACY RYAN – REIMB – MATERIALS/SUPPLIES	\$173.15
12740042	1298	LANA SANDOVAL – REIMB – MATERIALS/SUPPLIES	\$200.00
12740043	1303	SAVE MART SUPERMARKETS – FOOD SERVICES – FOOD	\$552.51
12740044	5452	SUSAN SCHNEIDER – REIMB – MATERIALS/SUPPLIES	\$200.00
12740045	7979	SENSORY ROCK LLC – OTHER SERVICES	\$3,000.00
12740046	4186	ISAIAS SERRATO III – REIMB – MATERIALS/SUPPLIES	\$200.00
12740047	7680	VIRGINIA SILVA – REIMB – MATERIALS/SUPPLIES	\$200.00
12740048	1801	SMART & FINAL STORES (HFD KIT) – FOOD SERVICES – FOOD	\$107.98
12740049	1392	SOUTHERN CALIFORNIA EDISON CO. – UTILITIES	\$26,678.22
12740050	1404	STANISLAUS FOUNDATION – ADMIN – HEALTH/WELFARE	\$2,956.76
12740051	6933	CHRISTINE STOKES – REIMB – MATERIALS/SUPPLIES	\$125.86
12740052	7338	CINDY STOWE – REIMB – MATERIALS/SUPPLIES	\$41.70
12740053	8119	CORP. SUPERIOR SERVICE – SERVICES	\$976.43
12740054	1444	SYSCO FOODSERVICES OF MODESTO – FOOD SERVICES – FOOD	\$96,636.01
12740055	8152	MARIO TAFOLLA – REIMB – MATERIALS/SUPPLIES	\$103.84
12740056	4369	APRIL TAMAYO ALATORRE – REIMB – MATERIALS/SUPPLIES	\$194.10
12740057	8375	VIRGINIA TAMEZ – REIMB – MATERIALS/SUPPLIES	\$200.00
12740058	5774	TEACHER SYNERGY LLC – MATERIALS/SUPPLIES	\$3,250.00
12740059	2176	TOLEDO PHYSICAL EDUCATION – MATERIALS/SUPPLIES	\$106.62
12740060	4017	JOSE TORRES – REIMB – MATERIALS/SUPPLIES	\$200.00
12740061	5884	GARRETT TOY – REIMB – MATERIALS/SUPPLIES	\$117.59

**Warrant Register For Warrants**  
**Dated 03/08/2024**

<b>Warrant Number</b>	<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Amount</b>
12740062	1504	TURF STAR INC. – MATERIALS/SUPPLIES	\$254.95
12740063	1508	U.S. POSTAL SERVICE (CMRS-POP) - POSTAGE	\$5,000.00
12740064	4494	ROBERTA VASQUEZ – REIMB – MATERIALS/SUPPLIES	\$200.00
12740065	1554	SONIA VELO – REIMB – MATERIALS/SUPPLIES	\$117.59
12740066	2870	WARD'S NATURAL SCIENCE – MATERIALS/SUPPLIES	\$994.33
12740067	1610	WHITE'S MUSIC CENTER – MATERIALS/SUPPLIES	\$1,355.74
12740068	3863	WILLIAM WILKINSON – REIMB – MATERIALS/SUPPLIES	\$22.51
12740069	7247	FREDERICK WILLIAMS – REIMB – MATERIALS/SUPPLIES	\$200.00
12740070	8156	ZONAR SYSTEMS INC – MATERIALS/SUPPLIES	\$16,877.64
12740071	4360	ZOO-PHONICS INC – MATERIALS/SUPPLIES	\$820.70
<b>Total Amount of All Warrants:</b>			<b>\$270,599.72</b>



**Credit Card Register For Payments**  
**Dated 03/08/2024**

<b>Document Number</b>	<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Amount</b>
14038359	7171	CONN DOORS – MATERIALS/SUPPLIES	\$12,277.42
14038360	6073	FIDELITY SAFETY & TRAINING LLC – TRAVEL/CONF	\$1,592.00
14038361	827	LA TAPATIA TORTILLERIA INC. – FOOD SERVICES – FOOD	\$2,887.50
14038362	1466	TERMINIX INTERNATIONAL – OTHER SERVICES	\$2,268.00
14038363	1466	TERMINIX INTERNATIONAL – OTHER SERVICES	\$40.00
14038364	898	WILLIAM V. MACGILL & CO – MATERIALS/SUPPLIES	\$1,763.19
14038365	2405	WPS – MATERIALS/SUPPLIES	\$575.72
<b>Total Amount of All Credit Card Payments:</b>			<b>\$21,403.83</b>



**Warrant Register For Warrants  
Dated 03/13/2024**

<b>Warrant Number</b>	<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Amount</b>
12740486	7988	BALLOONS BY MITZI – Other Services	\$300.00
12740487	5813	HANFORD FOX THEATER – Woodrow Field Trip	\$1,400.00
<b>Total Amount of All Warrants:</b>			<b>\$1,700.00</b>



## Warrant Register For Warrants Dated 03/15/2024

Warrant Number	Vendor Number	Vendor Name	Amount
12740612	4119	KRISTINA BALDWIN – Reimburse-Travel/Conference, Mileage	\$119.99
12740613	113	BARNES AND NOBLE-5886056 – Books	\$661.50
12740614	153	BOOKSOURCE – Books	\$413.19
12740615	176	BSN SPORTS – Warehouse Inventory	\$945.96
12740616	4021	KELLY BURCHETT – Reimburse-Materials/Supplies	\$200.00
12740617	2019	BUSWEST – Materials/Supplies	\$507.98
12740618	3989	CALIFORNIA STATE UNIVERSITY – Woodrow Study Trips	\$817.00
12740619	6552	CHILDREN'S STORYBOOK GARDEN – Simas Study Trip	\$360.00
12740620	7891	CINTAS CORPORATION NO. 2 – Materials/Supplies	\$75.83
12740621	344	CMEA TREASURER CENTRAL SECTION – Materials/Supplies	\$100.00
12740622	6999	KATHRYN COZ – Reimburse-Materials/Supplies	\$197.75
12740623	3973	DANIELLE DARPLI – Reimburse-Mileage	\$132.46
12740624	8063	FIDELITY SECURITY LIFE INSURANCE CO. – Health/Welfare Benefits	\$11,294.80
12740625	8063	FIDELITY SECURITY LIFE INSURANCE CO. – Health/Welfare Benefits	\$140.28
12740626	7674	GENERATION GENIUS INC. – Other Services	\$995.00
12740627	5216	HANFORD ELEMENTARY SCHOOL DISTRICT – Insurance	\$2,009.45
12740628	5946	THE HARTFORD – Health/Welfare Benefits	\$1,493.16
12740629	808	KINGS WASTE & RECYCLING – Utilities	\$1,004.25
12740630	7522	LANE ENGINEERS INC – Woodrow Admin Building Project	\$4,000.00
12740631	912	MANGINI ASSOCIATES INC. – WW/JFK Admin, Monroe TK/K Projects	\$82,752.82
12740632	8380	OMAR MARES – Reimburse-Other Services	\$39.00
12740633	2903	JAIME MARTINEZ – Reimburse-Travel/Conference, Mileage	\$48.01
12740634	5768	MCGEE PRODUCTIONS – Other Services	\$750.00
12740635	7732	METLIFE SMALL MARKET – Health/Welfare Benefits	\$4,705.25
12740636	1058	ODP BUSINESS SOLUTIONS LLC – Materials/Supplies	\$198.25
12740637	4118	KERRY PIEROTTE – Reimburse-Mileage	\$50.65
12740638	7580	PRUDENTIAL OVERALL SUPPLY – Other Services	\$3,059.88
12740639	7580	PRUDENTIAL OVERALL SUPPLY – Other Services	\$3,073.72
12740640	1188	QUILL LLC – Warehouse Inventory	\$1,213.37
12740641	8381	DEZARAY RIVERA – Reimburse-Other Services	\$25.00
12740642	1266	KATHLENE ROSE – Reimburse-Other Services	\$39.00
12740643	5756	SAN JOAQUIN VALLEY PALEONTOLOGY – Jefferson Study Trip	\$520.00
12740644	1303	SAVE MART SUPERMARKETS – Food Services-Food	\$62.12
12740645	1349	SIERRA SCHOOL EQUIPMENT CO. – Services/Repair	\$638.14
12740646	1349	SIERRA SCHOOL EQUIPMENT CO. – Materials/Supplies	\$26,512.20
12740647	1367	SISC III – Health/Welfare Benefits	\$708,404.75
12740648	1801	SMART & FINAL STORES (HFD KIT) – Food Services-Food	\$54.94
12740649	3800	SONITROL OF FRESNO – Services/Repair	\$166.90
12740650	2031	SOUTHWEST SCH & OFFICE SUPPLY – Warehouse Inventory	\$3,574.87
12740651	1403	STANISLAUS FOUNDATION – DENTAL – Health/Welfare Benefits	\$32,374.93
12740652	1444	SYSCO FOODSERVICES OF MODESTO – Food Services-Food	\$57,729.47
12740653	8382	RUSSELL TUMAN – Reimburse-Other Services	\$20.00
12740654	8383	KAREN VENEGAS – Reimburse-Other Services	\$39.00
12740655	1647	VERITIV OPERATING COMPANY – Warehouse Inventory	\$1,238.42

**Total Amount of All Warrants:**

**\$952,759.29**



### Credit Card Register For Payments Dated 03/15/2024

Document Number	Vendor Number	Vendor Name	Amount
14038411	1322	SCHOOL HEALTH CORPORATION – Equipment	\$9,395.09
<b>Total Amount of All Credit Card Payments:</b>			<b>\$9,395.09</b>



**Warrant Register For Warrants  
Dated 03/20/2024**

<b>Warrant Number</b>	<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Amount</b>
12741072	405	DASSEL'S PETROLEUM INC. – Materials/Supplies	\$4,563.22
12741073	405	DASSEL'S PETROLEUM INC. – Materials/Supplies	\$2,831.99
12741074	3782	KINGS COUNTY SPORTS OFFICIALS – Other Services	\$5,580.00
12741075	1349	SIERRA SCHOOL EQUIPMENT CO. – Materials/Supplies	\$1,961.69
12741076	1374	SMART & FINAL STORES (HFD DO) – Materials/Supplies	\$2,578.46
<b>Total Amount of All Warrants:</b>			<b>\$17,515.36</b>



## Warrant Register For Warrants Dated 03/22/2024

Warrant Number	Vendor Number	Vendor Name	Amount
12741173	6431	AMAZON.COM – Materials/Supplies	\$13,022.74
12741174	8328	ABAGAIL ARMIEDA – Reimburse-Mileage	\$48.24
12741175	3258	BANK OF AMERICA – Materials/Supplies, Travel/Conference, Other Services	\$8,661.42
12741176	113	BARNES AND NOBLE-5886056 – Materials/Supplies, Books	\$172.01
12741177	7399	BIMBO BAKERIES USA – Food Services-Food	\$2,663.64
12741178	4654	CLASSIC SOCCER – Materials/Supplies	\$804.38
12741179	6999	KATHRYN COZ – Reimburse-Mileage	\$54.74
12741180	5360	EDUPOINT EDUCATIONAL SYSTEMS – Travel/Conference	\$5,250.00
12741181	7685	ELEVATE GLOBAL IT – Materials/Supplies	\$3,130.90
12741182	1393	GAS COMPANY – Utilities	\$11,248.41
12741183	591	GOLD STAR FOODS – Food Services-Food	\$15,890.36
12741184	8384	NAYZETH GONZALEZ – Reimburse-Other Services	\$25.00
12741185	8329	ELIZABETH GRAY – Reimburse-Mileage	\$72.36
12741186	8137	YSELA GUZMAN – Reimburse-Mileage	\$147.67
12741187	8246	MANDI HANSEN – Reimburse-Materials/Supplies	\$85.93
12741188	8309	ADRIANA HAYES – Reimburse-Mileage	\$234.23
12741189	8249	CHRISTINE HERNANDEZ – Reimburse-Mileage	\$132.39
12741190	685	HI-LINE – Materials/Supplies	\$736.14
12741191	8257	IMPERIAL BAG & PAPER CO LLC – Food Services-Materials/Supplies	\$5,742.68
12741192	7770	CRYSTAL JEFF – Reimburse-Mileage	\$886.01
12741193	8237	THE KARATE SCHOOL – Materials/Supplies, Other Services	\$4,560.00
12741194	1783	KELLER MOTORS – Equipment Replacement	\$45,177.91
12741195	3760	KINGS COUNTY AIR – Services/Repair, JFK HVAC Project	\$414,126.00
12741196	8250	KEIRSTY LEE – Reimburse-Mileage	\$569.23
12741197	8331	NATASHA LOPEZ – Reimburse-Mileage	\$152.76
12741198	5407	LOZANO SMITH – Travel/Conference	\$125.00
12741199	8332	BIBIANA MENDOZA – Reimburse-Mileage	\$851.97
12741200	8385	JULIANNA PEREZ – Reimburse-Other Services	\$15.00
12741201	1168	PRODUCERS DAIRY PRODUCTS – Food Services-Food	\$16,904.07
12741202	7580	PRUDENTIAL OVERALL SUPPLY – Food Services-Other Services	\$230.92
12741203	8114	ADRIANA RAZO – Reimburse-Mileage	\$137.49
12741204	8310	IMELDA RICABLANCA – Reimburse-Mileage	\$467.93
12741205	1308	SCELZI ENTERPRISES – Food Services-Services/Repair	\$1,067.94
12741206	6326	SHANNON SHUKLIAN – Reissue Reimburse-Materials/Supplies	\$107.90
12741207	8095	SKYLINE BUS CHARTER LLC – Other Services	\$11,000.00
12741208	1801	SMART & FINAL STORES (HFD KIT) – Food Services-Food	\$83.83
12741209	1392	SOUTHERN CALIFORNIA EDISON CO. – Utilities	\$45,107.05
12741210	1403	STANISLAUS FOUNDATION – DENTAL – Health/Welfare Benefits	\$13,338.84
12741211	4381	STAPLES - BUSINESS ADVANTAGE– Materials/Supplies, Warehouse Inv	\$5,485.99
12741212	1444	SYSCO FOODSERVICES OF MODESTO – Food Services-Food	\$63,720.67
12741213	8333	GUADALUPE VALDEZ – Reimburse-Mileage	\$150.08
12741214	1544	VALLEY OAK CABINET MFG. – Materials/Supplies	\$1,200.00
12741215	8248	JUANA VILLALOBOS – Reimburse-Mileage	\$549.94
12741216	21	VISALIA ADVENTURE PARK – Monroe READY Field Trip	\$1,323.00
12741217	1575	WALMART COMMUNITY RFCSLLC – Materials/Supplies	\$2,441.53

**Total Amount of All Warrants:**

**\$697,904.30**



**Credit Card Register For Payments  
Dated 03/22/2024**

<b>Document Number</b>	<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Amount</b>
14038468	6073	FIDELITY SAFETY & TRAINING LLC – Food Services-Other Services	\$573.00
<b>Total Amount of All Credit Card Payments:</b>			<b>\$573.00</b>



Hanford Elementary School District  
*Minutes of the Regular Board Meeting*  
 March 13, 2024

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on March 13, 2024, at the District Office Board Room, 714 N. White Street, Hanford, CA.

**Call to Order** President Strickland called the meeting to order at 5:30 p.m. Trustee Garcia, Garner, Hernandez and Revious were present. T

**HESD Managers Present** Joy C. Gabler, Superintendent, and the following administrators were present: Kristina Baldwin, Javier Espindola, David Endo, Lucy Gomez, David Goldsmith, Robert Heugly, Rick Johnston, Jaime Martinez, William Potter, Jill Rubalcava, and Jay Strickland.

**CLOSED SESSION**

**Closed Session** Trustees adjourned to closed session at 5:30 for the purpose of:

- Student Discipline pursuant to Education Code section 48918
- Personnel – Public Employee Performance Evaluation (Superintendent)

**Open Session** Trustees returned to open session at 5:59 p.m.

**Case# 24-20; 24-24; 24-25; 24-27** Vice-President Garcia moved to accept the Findings of Facts and expel Case #24-20, #24-24, #24-25, and #24-27 for the remainder of the 2023-2024 school year and the first semester of the 2024-2025 school year for violation of Education Code 48900 and/or 48915 as determined by the Administrative Panel at hearings held on March 11, 2024. Parents may apply for readmission on or after June 7, 2024. If readmission is granted, student may return to regular school in probationary status on a Behavior Conditions Plan through December 20, 2024. Trustee Revious seconded; motion carried 5-0:

Garcia – Yes  
 Garner – Yes  
 Hernandez – Yes  
 Revious – Yes  
 Strickland – Yes

**Case# 24-19; 24-21; 24-22; 24-23; 24-26** Vice-President Garcia moved to accept the Findings of Facts and expel Case #24-19, #24-21, #24-22, #24-23, and #24-26 for the remainder of the 2023-2024 school year for violation of Education Code 48900 and/or 48915 as determined by the Administrative Panel at hearings held on March 11, 2024. Parents may apply for readmission on or after June 7, 2024. Trustee Hernandez seconded; motion carried 5-0:

Garcia – Yes  
 Garner – Yes  
 Hernandez – Yes

Revious – Yes  
Strickland – Yes

**Personnel** No action was taken by the Board.

**PRESENTATION, REPORTS AND COMMUNICATIONS**

**Public Comments** None

**Board and Staff Comments** Superintendent, Joy Gabler, acknowledge Jill Rubalcava, Kristina Baldwin, Lucy Gomez, Jay Strickland, Jaime Martinez and his HR team, Robert Heugly, and David Endo along with all of the HESD Teachers and Staff that participated and for their contributions to the successful LCAP Student Event held this morning at JFK. Joy also thanked all of Jill Rubalcava’s team organizing and running the event as well as for working with the student participants over the last few weeks preparing them for the event. The event went amazing and the students loved getting to taste and provide their input on the different foods prepared by Anneliese Roa and her Food Service team.

**Requests to Address the Board** None

**Dates to Remember** President Strickland reviewed dates to remember: Friday, March 29<sup>th</sup> and April 1<sup>st</sup> – Holiday; March 25<sup>th</sup> – April 1<sup>st</sup> – Spring Break.

**CONSENT ITEMS**

Trustee Garcia made a motion to take consent items “a” through “d” together. Trustee Revious seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

Trustee Garcia then made a motion to approve consent items “a” through “d”. Trustee Revious seconded; motion carried 5-0:

Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

The items approved are as follows:

- a) Warrant listings dated February 21, 2024; February 23, 2024; February 28,

2024 and March 1, 2024.

- b) Approve minutes of the Regular Board Meeting held on February 28, 2024.
- c) Approve interdistrict transfers as recommended.
- d) Approve donation of \$8,137.13 from MLK Parent Teacher Club.

Robert Garcia thanked MLK PTC for their generous donation.

### **INFORMATION ITEMS**

#### **HESD Parent Survey**

- a) Robert Heugly, Director of Program Development, Assessment & Accountability, presented for information the HESD Parent Survey. He reviewed the 3 lowest and highest scored questions.

#### **Financial Report**

- b) David Endo, Chief Business Official, presented for information the monthly financial report for the period of 07/01/2023-02/29/2024. Everything is going according to plan.

### **BOARD POLICIES AND ADMINISTRATION**

#### **School Calendars**

- a) Trustee Garcia made a motion to adopt the 2024-2025 and 2025-2026 school calendars. Trustee Garner seconded; motion carried 5-0:
  - Garcia – Yes
  - Garner – Yes
  - Hernandez – Yes
  - Revious – Yes
  - Strickland – Yes

#### **RMA Geoscience**

- b) Trustee Garcia made a motion to ratify an agreement with RMA Geoscience for material testing and special inspections for Hamilton Solar Project. Trustee Revious seconded; motion carried 5-0:
  - Garcia – Yes
  - Garner – Yes
  - Hernandez – Yes
  - Revious – Yes
  - Strickland – Yes

#### **KCOE - Lincoln**

- c) Trustee Garner made a motion to approve the renewal contract with Kings County Office of Education for lease of 2 classrooms at Lincoln Elementary. Trustee Garcia seconded; motion carried 5-0:
  - Garcia – Yes
  - Garner – Yes
  - Hernandez – Yes
  - Revious – Yes
  - Strickland – Yes

**RMA  
Geoscience**

- d) Trustee Garcia made a motion to ratify an agreement with RMA Geoscience for material testing and special inspections for Washington Solar Project. Trustee Garner seconded; motion carried 5-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**Transportation  
Plan**

- e) Trustee Revious made a motion to approve the 2023-24 Transportation Plan. Trustee Garcia seconded; motion carried 5-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**Kings County  
Sports Officials**

- f) Trustee Garcia made a motion to approve a consultant contract with Kings County Sports Officials. Trustee Revious seconded; motion carried 5-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**PERSONNEL**

Trustee Revious made a motion to take Personnel items "a" through "d" together. Trustee Garcia seconded; the motion carried 5-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

Trustee Revious then made a motion to approve Personnel items "a" through "d". Trustee Garcia seconded; the motion carried 5-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Yes  
Revious – Yes  
Strickland – Yes

**Item "a" –  
Employment**

The following items were approved:

Classified

- Desiree Alfaro, READY Program Tutor – 4.5 hrs., Richmond, effective 2/26/24
- Priscilla Cardenas, READY Program Tutor – 4.5 hrs., King, effective 2/27/24

- Stephanie Felix, Alternative Education Program Aide – 5.5 hrs., Community Day School, effective 2/26/24

Classified Temps/Subs

- Aliyah Cabrera, Substitute Yard Supervisor, effective 2/23/24
- Jason Lynn, Athletic Coach, effective 2/29/24
- Leslie Negrete Martinez, Substitute Bilingual Clerk Typist II, effective 3/1/24
- Aysia Rodriguez, Substitute Yard Supervisor, effective 2/26/24

Promotion/Transfer

- Sierra Hilyard, from READY Program Tutor – 4.5 hrs., King, to READY Site Lead – 5.0 hrs., King, effective 2/20/24

Admin Transfer

- Jasmine Reyes Hernandez, from Special Circumstance Aide – 5.75 hrs., Washington, to Special Circumstance Aide – 5.75 hrs., Lincoln, effective 2/26/24
- Jeanette Lopez, from READY Tutor – 4.5 hrs., King, to READY Program Tutor – 4.5 hrs., Monroe, effective 2/26/24

Reinstatement

- Jeanette Lopez, from READY Site Lead – 5.0 hrs., King, to READY Program Tutor – 4.5 hrs., King, effective 2/13/24

Short Term Classified

- Bryana Aguilar-Oliva, Short-Term Yard Supervisor – 2.5 hrs., Hamilton, effective 2/13/24-4/5/24

Temporary Out of Class Assignment

- Carolina Ortega de Garcia, from Bilingual Clerk Typist II – 8.0 hrs., Simas, to School Operations Officer – 8.0 hrs., Simas, effective 2/13/24-2/16/24

Employment and Certification of Temporary Athletic Team Coaches pursuant to Title 5 CCR 5594

- Jason Lynn, 8th Boys Baseball, Kennedy, effective 2/29/24-5/10/24

**Item "b" – Resignations**

Certificated

- Rachel Beer, Teacher, Hamilton, effective 6/7/24
- Nancy Guzman, Teacher, Lincoln, effective 6/7/24
- Joshua Johnson, Teacher, King, effective 6/7/24
- Antonio Martin, School Psychologist, Special Services, effective 6/14/24
- Kelli Ribera, Teacher, King, effective 6/7/24
- Jose G. Torres, Teacher, Hamilton, effective 6/7/24
- Lisa Treadway, Teacher, Monroe, effective 6/7/24

Classified

- Loren Braga, READY Program Tutor – 4.5 hrs., Monroe, effective 2/16/24
- Betsabe Figueroa, Substitute Alternative Education Program Aide, Translator: Oral Interpreter and Translator: Written Translator, effective 2/26/24
- Miguel Landeros, READY Program Tutor – 4.5 hrs., Washington, effective 3/1/24
- Guadalupe Lopez, Educational Tutor, K-8 – 4.5 hrs., King, effective 3/1/24

**Item "c" – Resolution #19-credentials and assignments.  
24**

Consider adoption of resolution No. 19-24 in the matter of junior high teacher

**Item "d" – Volunteers**

<u>Name</u>	<u>School</u>
Carlos Alvarez	Jefferson

Perla Castaneda	King
Liliana Mendoza	King
Kiefer Rose	Lincoln
Irwin Avila	Monroe
Amanda Byrn	Monroe
Mariah Gonzales	Monroe
Briana Curtis	Richmond
Consuelo Larios-Marsh (HESD Employee)	Richmond
Martha Velasco	Richmond
Angeline Figallo	Simas/Jefferson
Yulitza Garcia	Simas
Alice Wyatt	Simas
Angelica Sandoval	Washington
Yesica Meraz	Lincoln

**FINANCIAL**

**Resolution  
#16-24**

- a) Trustee Garcia made approval of Mangini Architecture, Gonzalez Architects, Teter Architects, Darden Architects and DKJ Architects as the District’s architects. Trustee Revious seconded; motion carried 5-0:  
     Garcia – Yes  
     Garner – Yes  
     Hernandez – Yes  
     Revious – Yes  
     Strickland – Yes

**Adjournment**

There being no further business, President Strickland adjourned the meeting at 6:15 p.m.

Respectfully submitted,

Joy C. Gabler,  
Secretary to the Board of Trustees

Approved: \_\_\_\_\_  
Greg Strickland, President

\_\_\_\_\_  
Lupe Hernandez, Clerk

No	Reason	A/D	Sch Req'd	Home Sch	Date
O-211	O	A	Kingsburg	Richmond	4/02/2024
O-212	O	A	Armona	Monroe	4/02/2024
O-213	O	A	Armona	Monroe	4/02/2024
O-214	O	A	Armona	Monroe	4/02/2024
O-215	O	A	Armona	Richmond	4/02/2024
O-216	O	A	Armona	Richmond	4/02/2024

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: April 2, 2024

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: April 10, 2024

**ITEM:** Quarterly report (01/01/24 - 03/31/24) regarding Williams Uniform Complaints. The types of complaints covered in the Williams Uniform Complaint Procedures are:

1. Instructional Materials - Sufficient textbooks and instructional materials
2. Facilities – conditions that pose an emergency or urgent threat to the health or safety of students or staff
3. Teacher vacancy or misassignment

**PURPOSE:** To comply with the requirements Education Code 35186, the Superintendent shall report summarized data on the nature and resolution of all Williams Uniform Complaints to the Board and the County Superintendent of Schools on a quarterly basis.

For the third quarter of 2023-2024 school year there were no Williams Uniform Complaints filed.

**FISCAL IMPACT:** None

**RECOMMENDATIONS:** None

## Quarterly Report on *Williams* Uniform Complaints

[Education Code § 35186(d)]

District: Hanford Elementary School District

Person completing this form: Jessica Valencia Title: Administrative Assistant

Quarterly Report Submission Month/Quarter:  
(check one)

- October      1<sup>st</sup> Quarter (7/1-9/30)  
 January      2<sup>nd</sup> Quarter (10/1-12/31)  
 April      3<sup>rd</sup> Quarter (1/1-3/31)  
 July      4<sup>th</sup> Quarter (4/1-6/30)

Quarterly Report Submission Year: 2023-2024

Date for information to be reported publicly at governing board meeting: April 10, 2024

Please check the box that applies:



No complaints were filed with any school in the district during the quarter indicated above.



Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Joy C. Gabler**

Print Name of District Superintendent

Signature of District Superintendent

Date

Please submit to: Genevieve Almanzar, Coordinator  
 Kings County Office of Education  
 Williams Compliance  
 (559) 589-7035  
[info.foundationalservices@kingscoe.org](mailto:info.foundationalservices@kingscoe.org)

HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Bond Oversight Committee Chairperson

DATE: 03/28/2024

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: 04/10/2024

**ITEM:**

Receive the Independent Citizen's Bond Oversight Committee annual report for information.

**PURPOSE:**

The Independent Citizens' Bond Oversight Committee is submitting the attached annual report for information consistent with the committee's bylaws.

**FISCAL IMPACT:**

See attached.

**RECOMMENDATIONS:**

This item is for information.



## **Hanford Elementary School District**

### **INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE**

*Final Annual Report*

*03/21/2024*

The Independent Citizens' Oversight Committee received information on the following topics:

- Role and bylaws of the Independent Citizens' Oversight Committee
- Reviewed bond projects and expenditures
  - Richmond Elementary School (phase I and II) and Roosevelt Elementary School (phase I and II) Modernization projects

The Independent Citizens' Oversight Committee inspected the Roosevelt Elementary School modernization project.

The Independent Citizens' Oversight Committee approved the following items:  
Measure U Financial and Performance Audit

The District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution as follows:

- Bond proceeds were only used for construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.
- The specific school facilities projects to be funded and certification that the school district board has evaluated safety, class size reduction, and information technology needs in developing that list.
- The school district board conducted an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.
- The school district board conducted an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: April 2, 2024

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: April 10, 2024

**ITEM:** Consider adopting Resolution #21-24: Regarding Absent Board Member Compensation.

**PURPOSE:** Education Code section 35120(c) provides that a board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting: 1) he or she is performing services outside the meeting for the school district or districts, (2) he or she was ill or on jury duty, (3) or the absence was due to a hardship deemed acceptable by the board. Trustee Lupe Hernandez was unable to attend the February 28, 2024 meeting due to illness.

**FISCAL IMPACT:** Not to exceed \$303.88.

**RECOMMENDATIONS:** Adopt Resolution #21-24.

**HANFORD ELEMENTARY SCHOOL DISTRICT  
RESOLUTION # 21-24**

**Board of Trustees  
Hanford Elementary School District**

**RESOLUTION REGARDING ABSENT BOARD MEMBER COMPENSATION  
(Education Code § 35120(c))**

**WHEREAS**, Education Code section 35120(c) provides that a board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting: 1) he or she is performing services outside the meeting for the school district or districts, (2) he or she was ill or on jury duty, (3) or the absence was due to a hardship deemed acceptable by the board.

**NOW, THEREFORE BE IT RESOLVED** that the Hanford Elementary School District Board of Trustees determines as follows:

1. Board Member Lupe Hernandez was absent from the Hanford Elementary School District's regular board meeting held February 28, 2024 due to:
  - performing services outside the meeting for the school district
  - illness
  - jury duty
  - hardship deemed acceptable by the Board
  
2. Said Board Members shall be paid for the meeting.

**PASSED AND ADOPTED THIS 10th day of April, 2024** at a regular meeting, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Greg Strickland, President

---

Robert 'Bobby' Garcia, Vice-President

# HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Robert Heugly  
DATE: March 22, 2024

For:  Board Meeting  
 Superintendent's Cabinet

For:  Information  
 Action

Date you wish to have your item considered: April 10, 2024

**ITEM:** Consider for approval, the updated 2023-2024 School Plans for Student Achievement.

**PURPOSE:** Each school has carefully and thoroughly followed the planning process. School site councils have approved the updated 2023-2024 school plans. The primary updates in this revision are the setting of Expected Outcomes for school climate (suspension rate and chronic absenteeism). Every school site's plan can be found online at: <https://www.hanfordesd.org/departments/categorical-programs/school-plans-for-student-achievement-school-plans>

**Fiscal Impact:**

The school plans detail planned expenditures at each school site for Title I, and LCFF funds.

**RECOMMENDATION:** Consider for approval the updated 2023-2024 School Plans

## HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Jill Rubalcava



DATE: March 26th, 2024

FOR:  Board Meeting  
 Superintendent's CabinetFOR:  Information  
 Action

Date you wish to have your item considered: April 10, 2024

**ITEM:** Request for approval of consultant contract with CoolSpeak, The Youth Engagement Company, for speaking services by Joaquin Zihuatanejo  
(1) Keynote Up To 60 Minutes  
(2) Breakout Sessions for Professionals

**PURPOSE:** Provide an inspirational keynote presentation for HESD staff at the Welcome Back PD Day, August 8th, 2024. Provide 2 breakout sessions for teacher professional development

**FISCAL IMPACT:** \$9,000

**RECOMMENDATIONS:** Approval

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy Gabler

FROM: Jill Rubalcava 

DATE: March 28th, 2024

FOR:  Board Meeting  
 Superintendent's CabinetFOR:  Information  
 Action

Date you wish to have your item considered: April 10, 2024

**ITEM:** Request for approval of out of state travel for Instructional Coach, English Language Development, Josie Bustos Pelayo, to travel to Albuquerque, New Mexico and attend the Translanguaging Institute (June 13-14th, 2024).**PURPOSE:** Professional learning opportunity to equip Ms. Bustos-Pelayo to support professional development for the district's dual immersion program, and support all HESD teachers in providing effective English Language Development (ELD) for second language learners.**FISCAL IMPACT:** \$3,000**RECOMMENDATIONS:** Approval

HANFORD ELEMENTARY SCHOOL DISTRICT  
**Human Resources Department**  
**AGENDA REQUEST FORM**

**TO:** Joy C. Gabler  
**FROM:** Jaime Martinez  
**DATE:** March 28, 2024  
**RE:** (X ) Board Meeting  
 ( ) Superintendent's Cabinet  
 ( ) Information  
 (X ) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 10, 2024**

**ITEM:** Consider approval of personnel transactions and related matters.

**PURPOSE:**

**a. Employment**

Classified

- Elias Estrada, READY Program Tutor – 4.5 hrs., Lincoln, effective 3/13/24
- Aubreyanna Teague-Reeves, Yard Supervisor – 1.5 hrs., Washington, effective 3/11/24
- Ashley Torres, READY Program Tutor – 4.5 hrs., Richmond, effective 3/1/24

Classified Temps/Subs

- Sandra Acevedo, Substitute Bilingual Clerk Typist II, effective 3/8/24
- Joshua Beuster, Substitute Yard Supervisor, effective 3/14/24
- Angelique Brazil, Substitute Paraprofessional (TK/K), effective 3/21/24
- Leonard Landeros, Athletic Coach, effective 3/18/24
- Sheccid Solis, Substitute READY Program Tutor, effective 3/11/24
- Yolanda Solorio Lopez, Substitute Yard Supervisor, effective 4/2/24

Admin Transfer

- Myra Guzman, from Special Circumstance Aide – 5.75 hrs., Lincoln, to Special Circumstance Aide – 5.75 hrs., Richmond, effective 4/2/24

**b. Employment and Certification of Temporary Athletic Team Coaches pursuant to Title 5 CCR 5594**

- James Joyce, 7<sup>th</sup> Boys Baseball, Kennedy, effective 2/26/24-5/6/24
- Leonard Landeros, 7<sup>th</sup> Boys Baseball, Wilson, effective 2/6/24-5/6/24

- Isabelle Madera, 7<sup>th</sup> Girls Softball, Kennedy, effective 2/26/24-5/6/24
- Zelante Mims, 4-6<sup>th</sup> Boys Track, Hamilton, effective 3/4/24-5/6/24
- Julianna Perez, 8<sup>th</sup> Girls Softball, Kennedy, effective 3/18/24-5/6/24

### c. Resignations

#### Classified

- Haillee Larios, READY Program Tutor – 4.5 hrs., Monroe, effective 3/15/24
- Leticia Martinez, Substitute Clerk Typist I and Yard Supervisor, effective 3/7/24
- Calissa Munoz, READY Program Tutor – 4.5 hrs., Simas, effective 3/19/24
- Linda Thomas, Special Circumstance Aide – 5.75 hrs., Simas, effective 6/7/24
- Valerie Williams, Library/Media Technician – 8.0 hrs., Lincoln, effective 6/14/24

#### Certificated

- Maureen Kuiper, Teacher, King, effective 6/7/24

#### Retirement

- Teresa Charles, Administrative Secretary II – 8.0 hrs., TRC, effective 7/12/24
- Lucy Gomez, Director, Curriculum and Instruction, effective 6/28/24

### d. Adopt Declaration of Need for Fully Qualified Educators for 2024-2025 School Year (Title 5, 80026) – Attached

### e. Annual Statement of Need for 30-Day Substitute Teaching Permits

- The Governing Board of the Hanford Elementary School District declares that a sufficient number of credentialed teachers are not available to fill vacancies for substitute teaching during the 2024-2025 school year. Therefore, the District is filing an annual statement of need with the Kings County Office of Education to allow Emergency 30-day Substitute Permit holders to fill day-to-day substitute needs.

### f. Volunteers

<b>Name</b>	<b>School</b>
Debbie Arriola	Hamilton
Zelante Mims (HESD Employee)	Hamilton
Maria Sandoval	Hamilton
Veronica Mejia	Jefferson
Hector Mendoza (HESD Employee)	Jefferson
Kathlene Rose	Jefferson
Caleb Guerra	King
Iliana Harris	King
Juan Soto Robles	King
Tasha Torres	King

Omar Mares	Lincoln
Dezaray Rivera	Lincoln
Anel Dorantes	Monroe
Crystal Duran	Monroe
Angelica Flores	Monroe
Krysta Fremling	Monroe
Denise Lopez	Monroe
Richard Monroy	Monroe
Keith Murphy	Monroe
Joshua Puerner	Monroe
Russell Tuman	Monroe
Catherine Harrison Arellano	Richmond
Elizabeth Hernandez	Richmond
James Joyce (HESD Employee)	Richmond
Jonah Mulligan	Richmond
Veronica Ticman	Roosevelt
Kamberlyn De La Cruz	Simas
Reyes De La Cruz	Simas
Tiffany Glen	Simas
Nancy McVay	Simas
Aurora Zazueta	Simas
Danielle Beucher	Washington

**RECOMMENDATION:** Approve.



The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_/\_\_\_/\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization: _____	
Resource Specialist	_____
Teacher Librarian Services	_____
Emergency Transitional Kindergarten (ETK)	_____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

#### Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program? Yes      No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university internship program? Yes                  No

If yes, how many interns do you expect to have this year? \_\_\_\_\_

If yes, list each college or university with which you participate in an internship program.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If no, explain why you do not participate in an internship program.

\_\_\_\_\_

\_\_\_\_\_

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 03/28/2024

FOR:  Board Meeting  
 Superintendent's CabinetFOR:  Information  
 Action

Date you wish to have your item considered: 04/10/2024

**ITEM:**

Consider approval of the Comprehensive Maintenance Plan.

**PURPOSE:**

Education Code Section 17014 requires the Board of Education to certify as part of the school district's annual budget process that a plan has been prepared for completing major maintenance, repair, and replacement requirements for state-funded school facilities.

To meet this plan requirement and to ensure that all Hanford Elementary School District (HESD) facilities are maintained in good repair, HESD has (1) established a School Facilities Inspection System to identify, budget, and schedule maintenance needs; (2) established and maintains a Routine Restricted Maintenance account within the General Fund for ongoing and major maintenance of HESD buildings, pursuant to Education Code Section 17070.75; and (3) has established a separate fund for purposes of Deferred Maintenance, pursuant to Education Code Section 17582.

Staff hereby requests that the Board certify that a Comprehensive Facilities Maintenance Plan has been established pursuant to Education Code Section 17014.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Approve the Comprehensive Maintenance Plan.

**HANFORD ELEMENTARY SCHOOL DISTRICT  
COMPREHENSIVE FACILITIES MAINTENANCE PLAN  
(ROUTINE RESTRICTED AND DEFERRED MAINTENANCE PROGRAMS)**

**1. OVERVIEW**

The Hanford Elementary School District (HESD) participates in the State School Facility Program (SFP) and in the Deferred Maintenance Program (DMP). The SFP requires participating districts to assure that State-funded projects are kept in good repair. In order to ensure that facilities are maintained in good repair, the SFP and DMP programs require districts to have a School Facilities Inspection System in place, and also require that funds be budgeted and expended to make necessary repairs.

To meet these requirements, HESD has (1) established a School Facilities Inspection System; (2) established and maintains a restricted account (Routine Restricted Maintenance, Resource 8150) within the General Fund for ongoing and major maintenance of HESD buildings, pursuant to Education Code Section 17070.75; and (3) has established a separate fund for purposes of Deferred Maintenance (Fund 1400), pursuant to Education Code Section 17582.

HESD will identify maintenance concerns through the Facilities Inspection System that utilizes an annual evaluation with the Facility Inspection Tool and a work order system, will plan and schedule the work using routine work orders and the Deferred Maintenance Program, and will fund the necessary repairs using a combination of Routine Restricted Maintenance (RRM) funds and Deferred Maintenance funds.

The HESD shall budget the statutory minimum annually for RRM Projects and shall at least transfer the statutory amount of the unrestricted General Fund revenue into the RRM account, for no less than twenty (20) years. HESD shall set-aside the at least the statutory minimum of its current year Local Control Funding Formula as its match for DMP projects.

Unexpended balances in the RRM account and the Deferred Maintenance Fund shall be carried forward to be spent on maintenance expenditures in future years.

Annually before September 30, the RRM Account Certification shall be completed and filed by the Chief Business Official when required. The DMP will be updated by the Facilities Department in accordance with the current statute.

**2. ROUTINE RESTRICTED MAINTENANCE EXPENDITURES**

The RRM Account shall be used for “maintenance” of HESD facilities. The California School Accounting Manual defines maintenance as:

*“Activities involved with repairing, restoring, or renovating school property, including grounds, buildings, site improvements, building fixtures, and service systems.”*

RRM Account expenditures will be made as allowed by the Office of Public School Construction (OPSC). OPSC has identified four types of maintenance that may be accomplished using RRM Account funds:

1. Breakdown: The emergency maintenance to equipment necessary to continue normal school functions.
2. Operating: Work necessary for a component to function and operate properly (i.e., lubrication, belt replacement, tune up, replacement of lighting ballasts).
3. Preventive: Regularly scheduled maintenance based on life-cycle projection of various components.
4. Overhaul: Periodic major repair or replacement of operating parts and components of equipment.

Education Code Section further defines major maintenance as “*all actions necessary to keep flooring, siding, painting, floor and window coverings, fixtures, cabinets, heating and cooling systems, landscaping, fences, and other items designated by the Governing Board of the school district in good repair.*”

HESD will use the RRM funds for expenditures as indicated above.

In addition to the expenditures indicated above, the expenditures listed below are necessary for maintenance of HESD facilities, are eligible to be paid from RRM funds, and may be partially charged to the General Fund, Resource 8150 as appropriate.

1. Facilities Department management and technicians
2. Facilities Department office staff
3. Contracted maintenance workers
4. Office supplies necessary for maintenance functions
5. Maintenance supplies (nails, hammers, paint, brushes, wood, pipe)
6. Staff development to keep staff up to date on the latest technology
7. Equipment (vehicles, tools, machine rentals)

### **3. DEFERRED MAINTENANCE EXPENDITURES**

Deferred Maintenance projects include but are not limited to major repair or replacement of building parts and components. Major maintenance for Deferred Maintenance purposes includes asbestos abatement, classroom lighting, electrical, floor covering, HVAC, painting, paving, plumbing, roofing, underground tanks, wall systems, and lead based paint abatement.

The Facilities Department will determine whether projects are more appropriately paid through the RRM or the DMP.

### **4. ANNUAL REVIEW AND UPDATING**

The Comprehensive Facilities Maintenance Plan will be reviewed annually as part of the annual budget process and will be updated as needed. This plan, including any components or updates, will be available for public review during normal working hours.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 03/28/2024

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: 04/10/2024

**ITEM:**

Consider approval of the Culinary Consultant proposal from Brigaid LLC.

**PURPOSE:**

In an effort, to provide the highest quality meals to our students daily, utilizing local, seasonal fresh fruits and vegetables to create menus that reflect the diversity of the residents of the City of Hanford, the District is seeking a highly qualified and trained professional chef to support the transformational changes occurring in the Nutrition Services Department. This chef will assess the current sites and inventory equipment, assessing the condition of equipment, reviewing kitchen layout, review current menu, and collaborate with District staff to develop a plan for program improvement, including recommendations for efficiency, quality control, recipe standardization, and training guidelines for the various equipment utilized across the district. The expectation will be to increase the use of from scratch and speed scratch standardized recipes that are K-12 compliant.

**FISCAL IMPACT:**

There cost of the proposal is \$191,850.

**RECOMMENDATIONS:**

Approve the Culinary Consultant proposal from Brigaid LLC.

# HANFORD ELEMENTARY SCHOOL DISTRICT

## REQUEST FOR PROPOSALS

### **RFP No. 24-01**

### **Culinary Consultant**

## NOTICE OF INVITATION

Notice is hereby given that Hanford Elementary School District (DISTRICT) is soliciting Request for Proposals for **RFP No. 24-01, Culinary Consultant**. The Request for Proposal (RFP) is to select a Consultant to provide culinary services for one (1) year with the option of up to two (2) one-year renewals.

A Pre-conference regarding statement of qualifications submittal is scheduled **Thursday, March 5, 2024 at 10:00 A.M. PST**. The virtual Pre-conference will be hosted via Zoom with options to join in online or over the phone.

Proposals will be received prior to **02:01 P.M. PST** on **March 19, 2024** in the Hanford Elementary School District Fiscal Office at 714 N. White Street Hanford, CA 93230. Qualifications received later than the designated time and date will not be accepted. Facsimile (FAX), mailed or e-mailed copies of submittals will not be accepted. Proposals will not be read out loud as it is based on proposal criteria scoring.

Hanford Elementary School District reserves the right to accept or reject any or all Consultants or any combination thereof.

Copies of the RFP documents may be downloaded from the Hanford Elementary School District website

at:

<https://www.hanfordesd.org>. Refer any questions to Anneliese Roa at (559) 585-3632.

Distributed: February 20, 2024  
Published dates: February 20, 2024  
February 27, 2024



**Brigaid LLC response to**  
Hanford Elementary School District:  
Request For Proposals  
RFP No. 24-01  
**CULINARY CONSULTANT**

March 18, 2024

## **Cover letter**

Brigaid works with institutions of all types and sizes to determine the best ways to serve their respective communities. We leverage the expertise and backgrounds of professional chefs to support institutional food service programs in reaching their specific goals. In collaboration with our partner organizations, our on-the-ground chefs as well as our HQ team determine the best way each program we support can produce and provide wholesome, nourishing, and thoughtfully prepared meals for their customers. We hope to partner with Hanford Elementary School District food service to understand the district's current capabilities and goals, before we develop and execute a plan to actualize those goals, setting the district on a path of long term success.

Since 2016, we have been partnering with institutional food service programs by deploying our chefs directly to work with institutions on the ground to strategize foundational changes alongside program leaders and directors. While the structure of our work varies from project to project, our goal is always to support the program in achieving their goals, whether that be increasing the prevalence of scratch cooking, improving student satisfaction or sourcing more local and seasonal ingredients. The combination of our commitment to excellence, focus on relationship building, and extensive food service experience has led to meaningful change, both for our partner food service programs and the people that depend on them.

Working with Hanford Elementary School District food service would give us the opportunity to impact the lives of the district's 5,600+ students and 45+ food service staff members. We are excited about the opportunity to collaborate with the leadership team and staff of Hanford Elementary School District food service to bring students the highest quality meals possible. Through our work, we have become experts at focusing on practicality and strategic goal setting, as we are confident these are the best ways to achieve sustainable, meaningful results. We couple our practical approach with resourcefulness, a focus on effective and trusting relationships, and hands-on training. We are confident that our approach would allow Hanford Elementary School District to take full advantage of the great opportunity laid out by this project.

Hanford Elementary School District food service leadership has outlined clear goals around providing high quality meals to students on a consistent basis, utilizing local and seasonal ingredients, and creating menus that reflect the diversity of the residents of the City of Hanford. The clarity around these goals will bring an important element of focus to the upcoming exciting period of transition.

## **Organization description**

Our institutional food service partners come to us for support in serving their communities. Achieving the goal of consistently serving high quality meals, in the complex context of school food service, means that all parts of the operation have to be working together: procurement, menu planning, food safety, kitchen infrastructure, staffing, training, and more. Professional chefs are well positioned to navigate these challenges. They are trained to prepare and serve meals, operate kitchens, cater to their customers, and train staff—sadly this rarely means for kids in schools. But at Brigaid, that is what a chef is.

Brigaid was founded in 2016 in New London, Connecticut, which has and continues to be the home of our longest standing partnership. Our team of chefs works with school districts, senior centers, and other institutions, in six states across the country. Currently, we support school food service programs that collectively serve over 470,000 students. Our chefs work with programs of different sizes, types, and models, with different priorities, values, and financial situations. This exposure allows our team to consistently engage in comparative analyses of what is effective and possible across the wide range of environments we see in the school food space. We apply our nation-wide learnings to every new project and consistently have seen great success in doing so.

Our growth has been exponentially increasing over the last three years. We took on our largest scale project to date in August 2021, when we embarked on a three year, district-wide partnership with Denver Public Schools. Our goal has always been to maximize impact, both within districts and projects themselves, but also by increasing our reach. Since our beginning in 2016, we have learned invaluable lessons about how best to do our work and are motivated to continue applying our learnings to each new partnership we embark on.

We are proud of our work and look forward to opportunities in the future that continuously allow us to increase our impact and partner with like minded institutions and organizations. Our background, experience, and approach would be a strong fit for this project with Hanford Elementary School District.

## **Qualifications**

Our experience in institutional food service is varied and diverse. We have worked with food service programs at different scales, in different ways, for different lengths of time, and with different priorities. Since inception, we have been honing our experience to best suit each of our institutional food service partners uniquely.

Our most comprehensive and longest running partnership, with New London Public Schools in Connecticut, proves the value of our work over an extended period of time. New London was our first partner and throughout our work we've had the chance to consistently seek out new areas of opportunity. One of our largest areas of focus, and what we consider to be the most important, is staffing. We worked with New London to audit, assess, and improve staffing in the district at all levels. From their staffing structure, hiring procedures, and job descriptions, to competitive wages, consistent training, and promotions, we were invited to think through every juncture of their staffing operation. This allowed us to unearth countless opportunities to create sizable, lasting, and foundational change throughout the district, which led to more positive program outcomes including higher staff retention and increased student satisfaction. These changes have since spurred on and supported many other areas of improvement we've worked on with New London.

Beyond staffing, our partnership with New London is a great testament to the power of working with a district for a long period of time, in a pragmatic way that makes it possible to achieve large-scale, multifaceted goals without causing organizational friction or frustration. We're proud that in New London, students in seventh grade and below think it's commonplace to be served a scratch-made meal everyday for lunch.

Achieving goals and creating change means one thing in a district like New London that has six schools. It means something different in cities like Denver (206 schools), Fresno (100 schools), Oakland (106 schools), and Buffalo (61 schools). With these larger districts, scalability of changes is a top priority. While scale in these districts presents numerous challenges, it also means that as changes are adopted they are widely impactful. Whether it's ensuring that each kitchen site has appropriate, food safe storage containers or optimizing the way the ordering and receiving of food works, a change in a district serving tens of thousands of students daily is meaningful and something to be proud of, no matter how small or simple the change may seem.

Focused on finding projects that are goal-driven and action-oriented, we are also working with the Cornell Cooperative Extension on a school food cookbook which highlights local, New York produce and ingredients. Through developing and testing all the recipes for the project, we have had the opportunity to share our extensive knowledge in a totally new form. The impact of institutional food sourcing decisions is vast and this cookbook will be a great reference for food service directors tasked with making these decisions. While this project is centered in New York, the learnings from this project are widely applicable to our nationwide partnerships, many of which are in California, a state which has plenty, if not, the most to offer school districts by way of local sourcing.

In the last three years, our unwavering desire to make a positive impact has been met with increased demand for our services. This demand has come from institutional food service organizations, 21 of which are in California, that are eager and excited to increase the quality of the experience for everyone touched by their program: customers, staff, administration, and broader community members. We are encouraged by this increase and are eagerly excited to meet it.

List of references:

1. *Name:* Samantha (Sam) Wilson  
*District:* New London Public Schools  
*Contact details:*  
*Office:* (860) 447-6064  
*Email:* wilsons@newlondon.org
  
2. *Name:* Amanda Harvey  
*District:* Fresno Unified School District  
*Contact details:*  
*Office:* (559) 457-6278  
*Email:* amanda.Harvey@fresnounified.org
  
3. *Name:* Nicole Meschi  
*District:* Cupertino Union School District  
*Contact details:*  
*Office:* (408) 252-3000 ext. 61301  
*Email:* meschi\_nicole@cusdk8.org

## **Approach**

### OVERVIEW

Through each phase of this project, our focus on relationship building and strategic goal setting will help to build a strong foundation for the future of Hanford Elementary School District food service.

Our work will begin with a Program Assessment allowing us to create a comprehensive picture of the program's current operation. This phase of work will conclude with a Program Assessment Report, outlining our findings collected during the research visits and recommendations for the future; this will also lay the foundation for our ongoing partnership.

The majority of our partnership will be focused on Program Strategy & Operations Optimization which will be led by the on-the-ground Program Chef. The Program Chef

will be a full-time Brigaid employee and will spearhead our partnership with the district providing strategic leadership over the entire course of the project. The Brigaid HQ team will provide consistent support to the Hanford Elementary School District Program Chef and will also lead projects that can happen remotely.

With this working structure, we will be able to account for all of the elements of the scope of work.

#### PROGRAM ASSESSMENT

The Program Assessment will include an operational evaluation and a comprehensive equipment inventory of each kitchen and serving site as well as meetings with the Hanford Elementary School District leadership team and other district stakeholders. We estimate that the in-person portion of the Program Assessment will take place over the course of three to four day-long research visits.

Through our research visits we will:

- Meet with food service leadership and key district stakeholders to:
  - Establish core goals of the project, breakdown the timeline of our work together, and confirm our collective approach
  - Review the existing program, giving our team a deep understanding of current participation, limitations and challenges, and highlights
- Assess each Hanford Elementary School District kitchen and serving site and their respective teams in order to:
  - Understand their capabilities from an infrastructural stand point
  - Audit key protocols (HACCP, cleanliness standards, etc.)
  - Inventory equipment while assessing working condition
  - Evaluate kitchen configuration, as it relates to operational efficiency

Key questions we'll ask ourselves (and Hanford Elementary School District food service leadership and staff) throughout this process:

- What is currently holding the Hanford Elementary School District food service program back from reaching the identified goals?
- Are the goals of the Hanford Elementary School District food service program being supported by the existing labor model? By the kitchen site infrastructure? By the way kitchen staff are trained?
- Are Hanford Elementary School District current menu offerings in accordance with the program's capabilities? If not, how can this gap be closed?
- What opportunities for Hanford Elementary School District food service have yet to be unlocked?

To conclude this work, we will present Hanford Elementary School District food service leadership with a Program Assessment Report, District Data Spreadsheet, and Top

Priorities Document. Together, these documents will present a detailed overview of the program's current operations, analysis and key takeaways gathered during our research visits, and strategic recommendations outlining a potential future for Hanford Elementary School District food service.

#### PROGRAM STRATEGY & OPERATIONS OPTIMIZATION

Working with our findings from the Program Assessment, we will collaborate with Hanford Elementary School District food service leadership to set a strategic plan which will help to outline the future of the program while incorporating all of the relevant short and long term goals. To execute this strategic plan we will provide Hanford Elementary School District food service with:

- A Hanford Elementary School District Program Chef who will be dedicated to working solely with your organization. They will collaborate closely with both food service leadership and kitchen teams allowing them to become deeply integrated within your organization.
- Robust HQ support which will bring our nation-wide experience right to the program. The Hanford Elementary School District food service leadership team and Program Chef will determine how best to work toward the goals of Hanford Elementary School District food service on the ground. Our HQ team will take the lead on projects that can happen remotely. Historically this has included: recipe audits and rewrites, labor model structuring and hiring process updates, etc.
- Essential materials to support the roll out of operational changes. With customized kitchen signage, standardized operational protocols and procedures and training documents, together we will be able to ensure Hanford Elementary School District food service has all the materials necessary to achieve the outlined goals.

We will focus on the following instrumental areas:

- Developing Hanford Elementary School District menus and revising recipes in effort to increase student satisfaction and participation, while increasing the prevalence of speed scratch and scratch made items as well as local, seasonal produce, with the ability to draw from our ever-growing database of NSLP-compliant recipes
- Detailing and executing a staff training plan which sets Hanford Elementary School District kitchen teams up for success
- Providing guidance on a procurement strategy that supports the overall improvement of food quality while adhering to the budget
- Advising on equipment and smallwares purchasing
- Working with Hanford Elementary School District food service leadership to craft an effective labor model structure and staff retention plan

- Supporting the writing of job descriptions and hiring processes for food service staff
- Producing integral program operating documents (SOPs, kitchen signage, etc.)
- Assisting Hanford Elementary School District leadership in tracking key program metrics such as: participation, labor cost, food cost, meals per labor hour (MPLH), etc.
- Establishing innovative community outreach strategies and programs
- Collaborating with Hanford Elementary School District food service leadership and staff on ongoing strategic planning, ranging from small adjustments to foundational transitions

The above areas of focus will establish a strong foundation for our partnership and will set Hanford Elementary School food service on a path toward reaching the outlined goals. If our partnership were to extend beyond one year, the Program Chef would work with district leadership to set annual goals in service of continuously pushing the program forward to reach new heights and improve the standard. We look forward to working together to actualize the goals that the Program Assessment report illuminates, as well as those that come up throughout our partnership.

### **Schedule of services/proposed timeline**

The below chart outlines the two possible timelines for our partnership. The timeline for **Cost proposal A** outlines the Program Assessment as a stand alone service, prior to the 1-year chef placement term. The timeline for **Cost proposal B** includes the Program Assessment as part of the 1-year chef placement term.

Timeline for <b>Cost proposal A</b>	Timeline for <b>Cost proposal B</b>
<i>Anticipated board award date:</i> April 5th	<i>Anticipated board award date:</i> April 5th
<i>Contract begins:</i> As soon as possible following the award date.	<i>Role for Hanford Elementary School District Program Chef published:</i> As soon as possible following the award date.
<i>Program Assessment research visits:</i> These visits will take place over the course of 3-4 days within the window of April 17th-May 17th.	<i>Remote first round interviews:</i> Virtual interviews will take place on a rolling basis as candidates apply.
<i>Program Assessment research visit follow up (remote):</i> Depending on the timing of the research visits, this will occur in the 2-4 weeks following.	<i>Interviews conducted for Program Chef role (in person, at Hanford Elementary School District kitchen site):</i> To occur 5-7 weeks after job posting is published.
<i>Program Assessment presentation:</i> To occur no later than July 22nd.	<i>Contract begins:</i> July 1st
<i>Role for Hanford Elementary School District Program Chef published:</i> April 29th	<i>Program Chef begins work with Hanford Elementary School District:</i> July 1st, it would be ideal for the Program Chef's start date to match that of the contract, to maximize the 1-year contract term,

<p><i>Remote first round interviews:</i> Virtual interviews will take place on a rolling basis as candidates apply.</p>	<p><i>Program Assessment research visits:</i> These visits will take place over the course of 3-4 days. While dependent on a variety of factors, ideally these research visits take place as close to the start date of the Program Chef as possible.</p>
<p><i>Interviews conducted for Program Chef role (in person, at Hanford Elementary School District kitchen site):</i> To occur between June 3rd-June 21st.</p>	<p><i>Program Assessment research visit follow up (remote &amp; on-site with the Program Chef):</i> Depending on the timing of the research visits, this will occur in the 2-4 weeks following.</p>
<p><i>Program Chef begins work with Hanford Elementary School District:</i> July 22nd, this would begin the 1-year term for the chef placement.</p>	<p><i>Program Assessment presentation:</i> To occur 6-8 weeks following the end of the research visits.</p>

This proposed timeline will be adjusted based on the contract award date.

### **Cost proposal**

Below, there are 2 possible budgets. Each pertains to a different project set up.

Their specifics are detailed here:

- **Cost proposal A:** This sets up the Program Assessment as a stand-alone service that will be completed prior to the 1-year chef placement term.

There will be a one-time Program Assessment fee, and a monthly fee during the 1-year chef placement term.

- **Cost proposal B:** This includes the Program Assessment and chef placement as part of the same 1-year contract term.

There will be a monthly fee during the 1-year contract term.

Note: The total cost for **Cost proposal A** and **Cost proposal B** is the same. The total time period of **Cost proposal A** will be longer than **Cost proposal B** which is exactly 1 year.

## Hanford Elementary School District x Brigaid Partnership

Cost proposal A

Summary	Project Total
Personnel Expenses	\$133,081.00
Non-Personnel Expenses	\$26,211.00
Total expenses	\$159,292.00
Professional Service Fee	\$32,558.00
<b>Total cost</b>	<b>\$191,850.00</b>

Expenses	Program Assessment			Year 1		
	Hourly Rate	Total Hours	Total	Hourly Rate	Total Hours	Total
<b>Personnel expenses</b>						
<b>HQ Team</b>						
Employee 1	\$58	17	\$986.00	\$58	145	\$8,410.00
Employee 2	\$48	43	\$2,064.00	\$48	25	\$1,200.00
Employee 3	\$46	0	\$0.00	\$46	15	\$690.00
Employee 4	\$42	55	\$2,310.00	\$42	0	\$0.00
Employee 5	\$38	25	\$950.00	\$38	20	\$760.00
<i>Subtotal</i>		140	\$6,310.00		205	\$11,060.00
<b>Full time, on the ground labor</b>						
Program Chef	\$40.87	0	\$0.00	\$40.87	2080	\$85,000.00
<i>Subtotal</i>		0	\$0.00		2080	\$85,000.00
<b>Labor Burden</b>						
Employee Taxes	10%		\$631.00	10%		\$9,606.00
Employee 401k	2%		\$126.20	2%		\$1,921.20
Health Insurance	17%		\$1,072.70	17%		\$16,330.20
STD/LTD	1%		\$63.10	1%		\$960.60
<i>Subtotal</i>	30%		\$1,893.00	30%		\$28,818.00
Total personnel expenses			<b>\$8,203.00</b>			<b>\$124,878.00</b>
<b>Non-personnel expenses</b>						
Travel			\$4,750.00			\$5,000.00
Chef recruiting/onboarding			\$0.00			\$2,750.00
Chef uniforms & materials			\$0.00			\$2,200.00
General overhead			\$1,011.00			\$10,500.00
Total non-personnel expenses			<b>\$5,761.00</b>			<b>\$20,450.00</b>
Total expenses			\$13,964.00			\$145,328.00
Professional service fee			\$2,886.00			\$29,672.00
<b>Total cost</b>			<b>\$16,850.00</b>			<b>\$175,000.00</b>

## Hanford Elementary School District x Brigaid Partnership

Cost proposal B

Summary	Project Total
Personnel Expenses	\$133,081.00
Non-Personnel Expenses	\$26,211.00
Total expenses	\$159,292.00
Professional Service Fee	\$32,558.00
<b>Total cost</b>	<b>\$191,850.00</b>

Expenses	Year 1		
	Hourly Rate	Total Hours	Total
Personnel expenses			
<b>HQ Team</b>			
Employee 1	\$58	162	\$9,396.00
Employee 2	\$48	68	\$3,264.00
Employee 3	\$46	15	\$690.00
Employee 4	\$42	55	\$2,310.00
Employee 5	\$38	45	\$1,710.00
		<i>Subtotal</i>	345
			\$17,370.00
<b>Full time, on the ground labor</b>			
Program Chef	\$40.87	2080	\$85,000.00
		<i>Subtotal</i>	2080
			\$85,000.00
<b>Labor Burden</b>			
Employee Taxes	10%		\$10,237.00
Employee 401k	2%		\$2,047.40
Health Insurance	17%		\$17,402.90
STD/LTD	1%		\$1,023.70
		<i>Subtotal</i>	30%
			\$30,711.00
Total personnel expenses			<b>\$133,081.00</b>
Non-personnel expenses			
Travel			\$9,750.00
Chef recruiting/onboarding			\$2,750.00
Chef uniforms & materials			\$2,200.00
General overhead			\$11,511.00
Total non-personnel expenses			<b>\$26,211.00</b>
Total expenses			\$159,292.00
Professional service fee			\$32,558.00
<b>Total cost</b>			<b>\$191,850.00</b>

## SUBMITTAL CHECK LIST

The listed documents below are required to be provided as part of your submittal rfp

- ☑ RFP response not to exceed 10-pages in accordance with Section V, RFP CONTENT REQUIREMENTS
- ☑ Request for References Form
- ☑ Non-Collusion Declaration Form
- ☑ No Prohibited Interest/Conflicts of Interest Declaration Form
- ☑ Proposal Signature Page Form
- ☑ Attachment I: Certification Regarding Lobbying
- ☑ Debarment, Suspension, and Other Responsibility Matters Form

## REQUEST FOR REFERENCES

All Consultants shall submit with their proposal at least three (3) previous jobs of similar scope and size in the last five years. They must include a contact name and phone number for verification purposes. Failure to provide reference may result in your RFP being determined non-responsive.

1. Name of Reference Contact Person: **Samantha (Sam)**

Address: 134 Williams Street, New London, CT 06320

Phone: Office: (860) 447-6064

Scope of Work:

We began work in New London in 2016. We have partnered with the district on menu optimization, sourcing updates, comprehensive staffing changes, community programming, and more. As our longest standing project, New London has been and continues to be a testament to the power of consistency and team work. We partner deeply with the district, at all levels, and have developed strong relationships that allow our work to flourish in many parts of the district.

2. Name of Reference Contact Person: **Amanda Harvey**

Address: 4450 N Brawley Ave, Fresno, CA 93722

Phone: Office: (559) 457-6278

Scope of Work:

We began work with Fresno Unified School District in September 2023. With a team of 8 chefs placed within the district, our presence is robust. There is a Program Chef who oversees our partnership and a chef stationed at the industrial-sized Central Kitchen. The 6 remaining chefs focus on site visits, implementing best practices and SOPs. The first few months of our partnership have been focused on elevating the operating standard of all individual school sites, which will help to set up a strong foundation upon which to build in the future.

3. Name of Reference Contact Person: **Nicole**

Address: 1309 S Mary Ave, Sunnyvale, CA 94087

Phone: Office: (408) 252-3000 ext. 61301

Scope of Work:

We began work with Cupertino Union School District in July 2023. The Cupertino USD Program Chef has spent the initial portion of our partnership at the 6 middle schools. We are proud that since beginning work together, in collaboration with the leadership and staff of Cupertino USD, new scratch made options have already been introduced onto middle school menus.

**NON-COLLUSION DECLARATION TO BE EXECUTED BY AND SUBMITTED WITH BID**  
**Public Contract Code section 7106**

The undersigned declares:

I am the CEO [name/title] of Brigaid LLC [company], the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The Respondent has not directly or indirectly induced or solicited any other Respondent to put in a false or sham bid. The Respondent has not directly or indirectly colluded, conspired, connived, or agreed with any Respondent or anyone else to put in a sham bid, or to refrain from bidding. The Respondent has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the Respondent or any other Respondent, or to fix any overhead, profit, or cost element of the bid price, or of that of any other Respondent. All statements contained in the bid are true. The Respondent has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Respondent that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Respondent.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on March 19, 2024 [date], at Jersey City [city], New Jersey [state].

Daniel Giusti

Printed name of Authorized Company Representative



Signature of Authorized Company Representative

## NO PROHIBITED INTEREST/CONFLICTS OF INTEREST DECLARATION

I hereby certify and declare that the undersigned Respondent has reviewed and understands article 10 Prohibited Interests/Conflict of Interest of the RFP Instructions, and that Respondent has no business relationship with any member of the Board of Education (“BOE”) that gives any BOE member a financial interest in any contract between Respondent and the District, other than a financial interest that qualifies as a “remote interest” or a “noninterest,” and that no Prohibited Interests/Conflicts of Interest exist which violate this article and thereby preclude Respondent from contracting with the Hanford Elementary School District. Respondent further understands that the provision of a bid/quote to Respondent over 5 years prior to a BOE member’s election or appointment, without the goods or services included in the bid actually being furnished to Respondent, i.e., an unaccepted bid/quote, does not qualify to cause a financial interest to be a “remote interest” as that term is defined in California Government Code section 1091(b)(8).

Consistent with the foregoing and with this article, Respondent understands that if Respondent is awarded the contract for this Project and a Prohibited Interests/Conflict of Interest is thereafter discovered, the contract between Respondent and Hanford Elementary School District may be void, and in such event Respondent may be required to disgorge all monies received pursuant to such void contract.

I declare under penalty of perjury under the laws of the State of California that 1) Respondent has reviewed all necessary documents and exercised all due diligence in determining that no Prohibited Interests/Conflicts of Interest exist as set forth above and as described in Section I RFP Instructions, article 10 Prohibited Interests/Conflict of Interest, with respect to the undersigned Respondent, 2) I am authorized by Respondent to execute this form on Respondent’s behalf and to make the certifications contained herein, and 3) the representations and certifications set forth herein are true and correct.

Dated: March 19, 2024

Brigaid LLC

[Company Name]

Daniel Giusti, CEO

[Name and Title of Respondent’s Representative]



[Signature]

## PROPOSAL SIGNATURE PAGE FORM

The undersigned, having carefully examined the RFP and all addenda, proposes and agrees to be bound by all terms and conditions of the complete Contract Documents. I have thoroughly reviewed the Pricing Sheet for RFP No. 24-01, **Culinary Consultant** submitted herewith and agree to provide custom printing services consistent with the terms of the RFP at the prices identified on the Pricing Sheet submitted in my proposal.

"I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct."

To be signed by authorized company agent acknowledging submittal of RFP. Submittals by corporations must be signed with the legal name of the corporation, followed by the signature and designation of the president, secretary, or other person authorized to bind the corporation in this matter. The name and title of each person signing shall also be typed or printed below the signature. When requested by the District, satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished.

 , CEO <hr/> Signature/Title	202 774 0330 <hr/> Area Code / Telephone Number
Daniel Giusti <hr/> Type or Print Name	N/A <hr/> Area Code / Fax Number
Brigaid LLC <hr/> Name of Company as Licensed	dg@chefsbrigaid.com <hr/> E-Mail Address
515 Centerpoint Dr. Suite # 404 <hr/> Address	N/A <hr/> Professional License No. / Type / Exp. Date
Middletown    CT    06457 <hr/> City            State    Zip Code	

## Attachment I: Certification Regarding Lobbying

**The undersigned certifies, to the best of his or her knowledge and belief, that:**

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents of all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub- recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization: Brigaid LLC

Street address: 515 Centerpoint Dr. Suite # 404

City, State, Zip: Middletown, CT 06457

Daniel Giusti

CERTIFIED BY: (type or print)

CEO

TITLE:



(Signature)

March 19, 2024

(Date)

## Debarment, Suspension, and Other Responsibility Matters

As required by Executive Order 12549, Debarment and Suspension, for participants or Consultants in primary covered transactions:

- A. The participant or Consultant certifies that it and its principals:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  2. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  4. Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.
- B. Where the participant or Consultant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**Brigaid LLC**

Participant or Consultant Company Name

**RFP No. 24-01: CULINARY CONSULTANT**

Award Number, Contract Number, or Project Name

**Daniel Giusti, CEO**

Name(s) and Title(s) of Authorized Representatives



Signature(s)

**March 19, 2024**

Date

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 03/28/2024

FOR:  Board Meeting  
 Superintendent's CabinetFOR:  Information  
 Action

Date you wish to have your item considered: 04/10/2024

**ITEM:**

Consider approval of the 2024-2025 Local Control Accountability Plan (LCAP) and District budget public hearing date of June 12, 2024 at 5:30pm.

**PURPOSE:**

The proposed Local Accountability Plan and District budget can be adopted only after public hearings have been held. The LCAP and District Budget must be adopted by June 30, 2024. The District recommends the public hearings be held during the regular meeting on June 12, 2024 allowing for a LCAP and budget adoption on June 26, 2024. A copy of the public notice that will be published has been included for you reference.

The Superintendent hereby notifies members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the Local Control Accountability Plan (LCAP).

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Approve the public hearing date and time.

## **PUBLIC NOTICE**

2024-2025 Budget Hearing

Public Hearings for the 2024-25 Hanford Elementary School District Local Control Accountability Plan and District Budget will be held by the Trustees of the Hanford Elementary School District on June 12, 2024, at 5:30 p.m. in the District Office Board Room at 714 N. White Street, Hanford, CA 93230.

Any taxpayer directly affected by the Hanford Elementary School District may appear before the Trustees of the Hanford Elementary School District and speak on the proposed budget or any item therein. The proposed budget may be inspected by the public from June 5, 2024, 7:30 a.m. to 4:30 p.m., through June 12, 2024, 7:30 a.m. to 4:30 p.m., in the District Office at 714 N. White Street, Hanford, CA 93230.

Date to Publish: May 29, 2024

Paper to Publish: Hanford Sentinel

Contact: David Endo