

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
AGENDA  
Hamilton High School Library  
Wednesday, November 30, 2016**

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6:00 p.m.	Public session for purposes of opening the meeting only.
6:00 p.m.	Closed session to discuss closed session items listed below.
6:30 p.m.	Reconvene to open session no earlier than 6:30 p.m.

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**1.0 OPENING BUSINESS:**

1.1 Call to order and roll call

\_\_\_\_\_ Tomas Loera, President                      \_\_\_\_\_ Rosalinda Sanchez                      \_\_\_\_\_ Gabriel Leal  
\_\_\_\_\_ Hubert "Wendall" Lower, Clerk

**2.0 IDENTIFY CLOSED SESSION ITEMS:**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS:** Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

**4.0 ADJOURN TO CLOSED SESSION:** To consider qualified matters.

1. *Government Code Section 54957.6*, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy, regarding HTA and CSEA negotiations.
2. *Government Code Section 54957 (b)*, Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. *Government Code Section 54956.9*, Subdivision (a), Conference with Legal Counsel – existing litigation. Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

**5.0 RECONVENE TO PUBLIC SESSION/FLAG SALUTE:**

**6.0 ADOPT THE AGENDA: (M)**

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Hernan Urena-Valdes.
  - b. Hamilton Elementary, Jose Mendez.
3. District Reports (in writing)
  - a. Food Service Report by LeAnn Radtke.
  - b. Operations Report by Marc Eddy.
  - c. Technology Report by Frank James.
4. Principal and Dean of Student Reports
  - a. Cris Oseguera, Hamilton High School Principal.
  - b. Darcy Pollak, Hamilton Elementary School Principal.
  - c. Maria Reyes, District Dean of Students.
5. Chief Business Official/Facilities Report by Diane Lyon.
6. Superintendent Report by Charles Tracy.
  - . General Updates Re Board Election
  - . Holiday Concert Lake, Plaza and Capay, December 7, 2016 6:30 PM
  - . Elementary Christmas Program December 8, 2016
  - . Community Skate Night Friday, December 9, 2016 Hockey Rink
  - . December 10-11 High School Presentation See Discussion Item 1
  - . Parent Lunch December 2, 2016 11:00 am-1:00pm
  - . Employee Commendation Letter

**8.0 CORRESPONDENCE:**

1. Williams Settlement – Hamilton Unified School District, 2016-2017 Glenn County Schools Deciles 1-3 Report.

9.0 **DISCUSSION ITEMS:**

1. HS Drama Presentation (5 Minutes)
2. Article: Storm Brewing, How Districts Are Dealing with the Teacher Shortage Crisis (Mr. Tracy)
3. Draft Board Meeting Dates (Mr. Tracy)
4. Draft Board Handbook (Mr. Tracy)
5. District Advisory Committee Appointments, One Board Member, One Elementary Teacher and One Community Member/Parent. (Mr. Tracy)
6. District Advisory Update/LCAP (Mr. Tracy)
7. HUSD to Hamilton Unified Teachers Association, Request to Bargain (Mr. Tracy)
8. HUSD to California State Employees Association 623, Request to Bargain (Mr. Tracy)
9. EPA Expenditure Report (Ms. Lyon)

- 10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

11.0 **ACTION ITEMS:**

1. Approve/ Disapprove 2015-2016 EPA Expenditure Report
2. Appointment to the District Advisory Committee, One Board Member \_\_\_\_\_, One Elementary Teacher \_\_\_\_\_, One Community Member/Parent.

- 12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Approve Warrants and Expenditures.
2. Approve Minutes for the Regular Board Meeting on October 26, 2016.
3. Approve Williams Quarterly Report.
4. Temporary Use Agreement-North Valley Hockey
5. District Advisory Meeting Agenda, Handouts, Goals and Minutes, November 14, 2016
6. Notice of Completion Elementary Gas Line Project.
7. HS Boosters Annual Report
8. Title III LEA Plan Performance Goal 2 Review results
9. Teacher Consent Per Education Code 44256  
Mary Hansen, Paula Garcia, Matthew Steele.
10. Approve Interdistrict Transfers (new – elementary students reapply annually).
  - a. Out of District  
One 4<sup>th</sup>  
One 1<sup>st</sup>  
In District  
None
11. Approve Personnel Actions as Presented:
  - a. New Hires:
  - b. Resignations/Retirement:
    - i. Ted Haight

13.0 **ADJOURNMENT:**

In Memory of Pam Weaver Jaeger and Luis Marquez



## Glenn County Office of Education Educational Services

676 E. Walker Street, Orland, CA 95963  
(530) 865-1267 x 2107 ♦ fax (530) 865-1282

### ***Williams* Settlement – Hamilton Unified School District 2016-17 Glenn County Schools Deciles 1-3 Report**

November 1, 2016

In accordance with the *Williams* Settlement Legislation, California Education Code 1240 requirement, the County Superintendent of Schools must annually visit schools scoring in Deciles 1-3 on the 2012 Base Academic Performance Index and report observations to the Glenn County Board of Education. Hamilton Elementary School in the Hamilton Unified School District is ranked at Decile 1. A copy of this report has been given to the Glenn County Board of Education.

The purpose of the visits as specified in California Education Code Section 1240 is to:

1. Ensure that students have access to sufficient instructional materials in four core subject areas: English/Language Arts, Mathematics, History-Social Science, and Science.
2. Assess compliance with facilities maintenance to determine the condition of a facility that poses an emergency or urgent threat to the health or safety of pupils or staff: and
3. Determine if the school has provided accurate data for the annual School Accountability Report Card related to instructional materials and facilities maintenance.

The law further requires that the county superintendent to:

1. Annually monitor and review teacher assignments in 2012 Base API Deciles 1-3 Schools; and
2. Receive quarterly reports on Uniform Complaints filed with the school district concerning *Williams* issues of insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues.

#### **CLARIFICATION OF TERMS**

- “Sufficient instructional materials” means every pupil, including English learners, has a textbook in the four core areas to use in class and to take home.
- “Facilities standards” means that each school district that receives state funding for facilities is required to establish a facilities inspection program and to ensure that each of the schools is maintained in good repair.
- “Good repair” is defined as maintaining schools that are clean, safe, and functional.

## **SUMMARY OF VISIT/OBSERVATIONS**

The Glenn County Office of Education *Williams* Coordinator, Shirley Diaz, provides overall administration for the oversight responsibilities. Human Resources, Business Services, Maintenance and Educational Services all provided personnel and expertise to fulfilling reporting requirements. The *Williams* team visited Hamilton Elementary and met with administrators, teachers and staff to confirm materials sufficiency, facilities maintenance, and teacher assignments. In addition the latest School Accountability Report Card was reviewed and determined that data regarding sufficiency of materials and facility conditions was accurately reported for Hamilton Elementary.

### **Instructional Materials:**

Hamilton Elementary was able to demonstrate sufficiency of instructional materials in all four core academic subjects (Reading/Language Arts, Mathematics, History-Social Science, Science). Availability was determined by comparing enrollment numbers with actual textbooks in the classroom or by textbook purchase orders/inventories. Core subject textbooks are all locally approved or current state adopted materials.

### **School facilities:**

During the annual site inspection, no emergency facility situations were observed. Hamilton Elementary facilities are being maintained in a safe, clean, and functional condition.


### **Teacher Assignments:**

The County Office's ongoing credentials monitoring process has effectively incorporated the additional mandates of *Williams* legislation. Teacher assignment compliance reporting is made to the California Commission on Teacher Credentialing (CCTC). Upon review, Hamilton Elementary has classes that have 20% or more English Learners and all teachers assigned to these classes are holding appropriate certification and authorization to teach English Learners. Hamilton Unified School District is to be commended for having appropriately certified teachers.

### **Uniform Complaint Procedure:**

All school districts are required to provide a Uniform Complaint quarterly report to their governing boards and GCOE regarding *Williams* related issues. The required Uniform Complaint Procedure notice is posted in each classroom and in the school office.

The Glenn County Office of Education verifies that Hamilton Elementary is compliant with all *Williams* Settlement legislation requirements.

  
Shirley Diaz  
Assistant Superintendent  
Educational Services



# STORM BREWING

HOW DISTRICTS ARE DEALING WITH  
THE TEACHER SHORTAGE CRISIS

BY HUGH BIGGAR

## **THERE WERE HUNDREDS OF TEACHING VACANCIES IN CALIFORNIA**

at the beginning of the 2016-17 school year, with high demand meeting the reality of a limited supply. While some school districts struggled to fill openings, others have transformed those negative numbers into positives.

In the Bay Area, the Oakland Unified School District filled about 400 open teaching positions in time for the start of the 2016-17 school year. Further south, the Los Angeles Unified School District, one of the nation's largest, filled almost all of its teaching positions — hiring more than 1,000 teachers, counselors and support staff — in time for fall classes.

**T**hrough strategic recruiting and innovative approaches, those districts and others across California are finding ways to hire and keep educators despite a national shortage of qualified teachers in the state and nationally.

"Through our aggressive and active recruitment strategies, including strong partnerships with our local colleges and universities, as well as our robust district intern and career ladder programs, LAUSD has been able to recruit an ample supply of teachers to meet the needs of our students," said Barbara Jones, a spokesperson for Los Angeles USD.

Says Josephine Lucey, a board member in the Cupertino Union School District, in the heart of Silicon Valley, "We are fully staffed with teachers although we had fewer applicants this year than in the past."

In Oakland, lead recruiter Mary Claire Delgado is part of a district team dedicated to recruiting. She described the district's wide-ranging approach that included social media outreach, a new website dedicated to jobs, mobile phone applications, partnerships with several Bay Area universities, summer job fairs, signing bonuses for special education teachers and referral bonuses for existing employees who refer new teachers.

"We have used multiple innovative strategies for the past couple of years, with a focus on communitywide recruiting," Delgado said. "We have this huge pool of people from afterschool workers to substitutes to paraprofessionals we know we can tap into for prospective teachers."

Such efforts are all part of a broader push to remedy a national decline in the number of experienced teachers and new teachers entering the profession.

## BACKGROUND

At the start of the 2016-17 school year, the roll call for pre-K-12 public school teachers included plenty of spots marked absent. The trend has been escalating, with the current supply of new teachers at a 12-year low, foreshadowing what California school leaders and students can expect in the coming decade. The reasons for the declining number of teachers are complex, touching on a range of social and economic issues.

According to the Learning Policy Institute report, "Addressing California's Emerging Teacher Shortage: An Analysis of Sources and Solutions," key factors contributing to the teacher shortage include an increased demand for teachers generated by district efforts to lower class sizes, growth in student enrollment in some areas, teacher retirements and non-retirement

attrition. Fewer college graduates entering the profession is another ongoing concern.

California's schools are only recently emerging from years of budget cuts and staff layoffs that occurred as part of the Great Recession in the years after 2007.

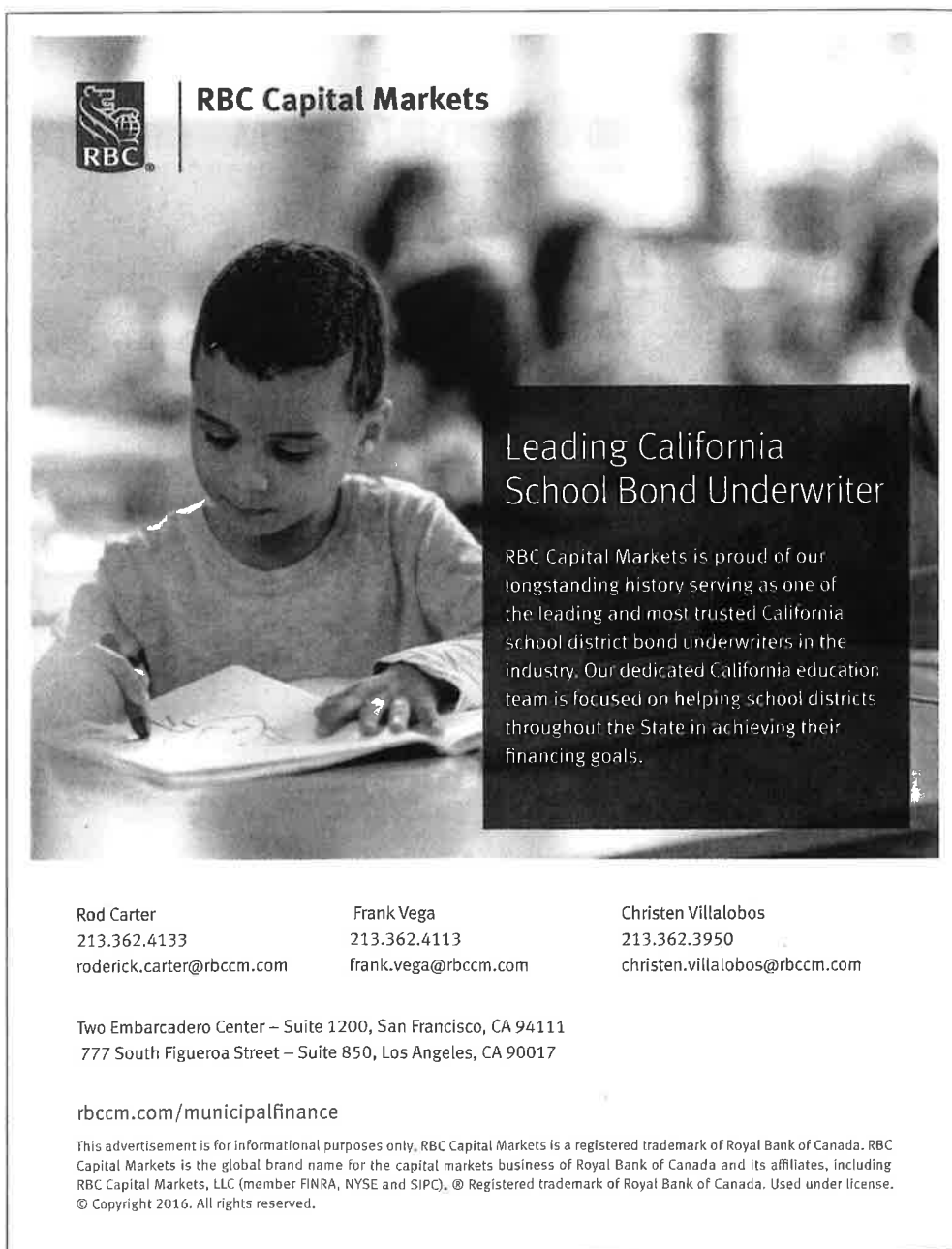
During the recession years, districts cut staff and programs to save costs. With the help of Proposition 30 and a healthier economy, funding has slowly started returning to pre-recession levels. But in the meantime, class sizes have ballooned and California classrooms have the highest student to teacher ratio in the nation at 24:1 on average, compared to the 16:1 national average.

As funding returns, districts have begun to bring class sizes down and restore programs creating the need for more teachers. According

to the Learning Policy Institute report, after filling the current vacancies, California would need to hire an additional 135,000 teachers to reach the national average.

Meanwhile, with one in three of the state's teachers older than 50 (and many in their 60s), a generation of teachers is approaching retirement. But replacing this sizable group is an ongoing challenge.

Already, many new teachers leave the profession within their first five years, and, overall, about two-thirds of teachers leave voluntarily for other professions before retirement. As a result, many districts have been forced to rely on under-prepared teachers. Some are in the process of becoming certified, others have permits to allow them to teach, but haven't started teacher preparation programs, and some



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**SB 62 (Pavley, D-Agoura Hills)  
Assumption Program of Loans for Education**

This bill was introduced last year and passed the Senate. The bill would reinstate and improve the Assumption Program of Loans for Education, or APLE program. In existing law, the program forgives up to \$11,000 of college loan debt for a person who teaches for four consecutive years, with additional loan forgiveness for those teaching in specific subject areas and certain schools. CSBA supported the bill.

**Status:** The loan assumption language was removed from the bill with the August 19 set of amendments. The bill now deals with the Public Utilities Commission.

**SB 915 (Liu, D-La Canada Flintridge)  
California Center on Teaching Careers**

This bill would re-establish the state's CalTeach program to help recruit individuals into the teaching profession. CSBA has taken a support position on the bill.

**Status:** The program was re-established through the 2016-17 enacted State Budget.

**2016-17 Funding:** The budget allocated \$5 million in one-time Proposition 98 funding for the program.

**SB 933 (Allen, D-Santa Monica)  
California Teacher Corps Act of 2016**

This bill would make grants available to individual and consortia of local educational agencies to help establish and maintain school-based teacher preparation residency programs. A prospective teacher would teach alongside an experienced mentor teacher while receiving teacher training in a credentialing program at an institution of higher education. The bill is supported by CSBA.

**Status:** The bill was held on the Assembly Appropriations Committee suspense file.

**SB 1413 (Leno, D-San Francisco)  
Teacher Housing Act of 2016**

This bill would authorize a school district to establish and implement programs that address the housing needs of teachers and school district employees who face challenges in securing affordable housing.

**Status:** The bill was approved by the Legislature and has been sent to the Governor for his consideration.

**AB 1756 (Bonilla, D-Concord)  
Four-year Integrated Teacher Credential Programs**

The intent of this bill is to incentivize the creation of teacher preparation programs where students earn a baccalaureate degree and a teaching credential concurrently within four years, including student teaching. The bill creates a grant program for one-time funding to postsecondary institutions. The program will be administrated by the Commission on Teacher Credentialing, with a total of 40, one-year grants available in the amount of \$250,000 each.

**Status:** The program was established through the 2016-17 enacted State Budget. **2016-17 Funding:** The budget allocated one-time funding of \$10 million from the General Fund.

**AB 2122 (McCarty, D-Sacramento)  
California Classified School Employee Teacher Credentialing Program**

The bill would require the CTC to issue a request for proposals to all school districts and county offices to seek funding for a new classified employee teaching credentialing program. The new program is designed to address shortages areas in kindergarten and grades 1 to 12, where the existing program focused only on K through 3rd grade. Applicants will receive grants up to \$4,000 per participant, per year; up from \$3,500 in the existing program. The author intends to provide grants for up to 1,000 new participants per year.

**Status:** The program was established through the 2016-17 enacted State Budget. **2016-17 Funding:** The budget included \$20 million in one-time Proposition 98 funding for the program.

are certified but teaching subjects outside their area of expertise. Salaries, however, have been slow to rise, especially compared to salaries available for those with comparable degrees in the private sector in fields like computer science.

These issues add up to a younger generation that has shown little interest in teaching as a profession. In order to attract and keep teachers, researchers at the Learning Policy Institute say new teachers need to be supported through strong induction programs to help teachers to

grow in their careers, provide them time for collaboration and engage in the variety of recruitment and 'grow your own' strategies that many districts have developed.

### TEACHING SHORTAGES & THE ACHIEVEMENT GAP

California's population is expected to remain stable in the next few decades, barring unexpected spikes in population, but the current



shortage of teachers could still have far reaching effects.

“Part of the story here in California in terms of the areas of greatest need for teachers is the level of the shortage in the schools with the greatest concentrations of students of color and low-income students,” says Julie Maxwell-Jolly, California School Boards Association’s senior director for policy and programs.

In its report, the Learning Policy Institute echoes Maxwell-Jolly’s point, noting that high-poverty, low-income schools often have the most difficulty attracting and keeping qualified teachers. To fill the gap, some rely on teachers with permits (meaning the instructors have not started a teacher preparation program), or on teachers who are still completing their teaching certificates.

“California’s high poverty, low-income schools bear the brunt, as do schools with high numbers of minorities. The high-turnover and large number of new or under-prepared hires impact student achievement and create a lack of continuity in learning,” Leib Sutcher, a research associate with the Learning Policy Institute, says. “Plus, these schools often have the toughest conditions and limited resources, which makes it even harder to keep teachers.”

And in most districts, lack of teachers

**“CALIFORNIA’S HIGH POVERTY, LOW-INCOME SCHOOLS** bear the brunt, as do schools with high numbers of minorities. The high-turnover and large number of new or under-prepared hires impact student achievement and create a lack of continuity in learning.”

—Leib Sutcher, research associate, Learning Policy Institute

in certain subjects can also stall academic progress. The problem is felt acutely in special education, in one example, with slightly more than 2,000 newly credentialed teachers despite a need for 4,000. In another example, the STEM subjects of science, technology, engineering and math — fields expected to provide many future jobs — also struggle to attract teachers. In the summer of 2016, for instance, the College Board reported that just 20 percent of California high schools offer a new Advanced Placement computer science course — a shortfall attributed to a lack of qualified instructors.

“The achievement gaps among California students cannot be closed without a highly trained and effective teacher workforce,” says CSBA’s Maxwell-Jolly. “This is especially critical as districts seek to ensure that California’s

emerging teacher shortage does not negatively impact the state’s highest-need students.”

## RESPONSES TO TEACHING SHORTAGES

Even in the face of the daunting statistics, California school districts continue to adapt as needed and find creative solutions to fill classrooms with qualified instructors.

In Oakland, recruiter Mary Claire Delgado drew on her background as former special education teacher in the district’s former Oakland Teaching Fellows program. She transitioned to the program after working for nonprofit organizations for several years and earned a teaching credential while also working in the classroom under the guidance of veteran teachers.

*continued on page 32*

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She realized at the time that other career professionals such as herself could follow a similar path.

Under the 'grow your own' approach, Oakland USD has since recruited teaching candidates from district staff and the community. As part of this effort, the district partners with local colleges and community organizations to help individuals transition to teaching. Support can include tuition assistance and fees for teacher tests. In 2016, Oakland's Skyline High School also opened a career academy to spark interest in teaching among students and prepare them to become paraeducators.

"We have worked hard to construct pipelines and a pathway to teaching for adults who may not have the required education," Delgado says.

The district has made and shared recruitment videos, with Oakland teachers highlighting the benefits of living and working in the city.

In Los Angeles, the district's intern program is training about 900 teachers and assisting them with tuition to earn their teaching credentials or other certifications. For Los Angeles USD's classified employees, there is a career ladder program offering tuition reimbursement, advising and assistance with earning undergraduate degrees and teaching credentials. About one-third of these paraprofessionals are working toward a teaching credential in special education.

"Because our career ladder participants have deep ties to the communities they serve, they tend to perform at a higher level, become proficient more quickly and remain in the profession and in the district for longer than teachers from other recruitment sources," says Barbara Jones of the district's community and media relations office. "Additionally, provisional teachers receive mentoring and advisement from their very first moments in LAUSD from National Board Certified Teacher mentors, as well as advisement from HR staff on the necessary steps for transitioning from provisional licensure to the district intern or university intern programs."

Further north, just outside of Sacramento, Natomas Unified School District Trustee Lisa Kaplan says the school system keeps in mind the high diversity of its students as it recruits.

"We have expanded our recruitment areas not just northern California, but all of California and in other states," Kaplan says. "This year we hired teachers representing a cross section of the United States including teachers who have studied abroad."

In Cupertino, school board member Lucey says the high cost of living in Silicon Valley has made it difficult to hire not just teachers, but essential staff including nurses and bus drivers.

"Housing costs are a huge challenge for all Bay Area districts," she says. "We looked at building employee housing on a closed site and the surrounding community became unglued, so we dropped the idea. So we used hiring bonuses and moving bonuses."

Natomas USD's Kaplan agrees it helps for boards to negotiate with districts to offer bonuses or moving costs, if possible. So far, her district has not done so, and she says the lack of bonuses can make it difficult to compete with districts that have those incentives.

Rural Butte County in northern California also is struggling with demand — particularly for special needs students, counselors and nurses — even with the help of new graduates from nearby Chico State University.

In response, CSBA Vice President Mike Walsh, a trustee with the Butte County Office of Education, says the area has turned to combining resources. "One innovative approach we are adopting is trying to do more job sharing with districts. For example, we had a need for a part-time nurse and so did the Oroville UHSD. So we

pooled together in order to recruit for a full-time employee as there was little to no chance that we would have been able to fill a part-time position, as part-time work doesn't come with benefits."

At the state level, Kaplan encourages officials in Sacramento to make it easier for an individual to teach in California if they are credentialed in another state. The Learning Policy Institute's Sutchter adds that there are also discussions underway on completing teacher credentialing in four years as an undergraduate, in addition to having post-baccalaureate programs.

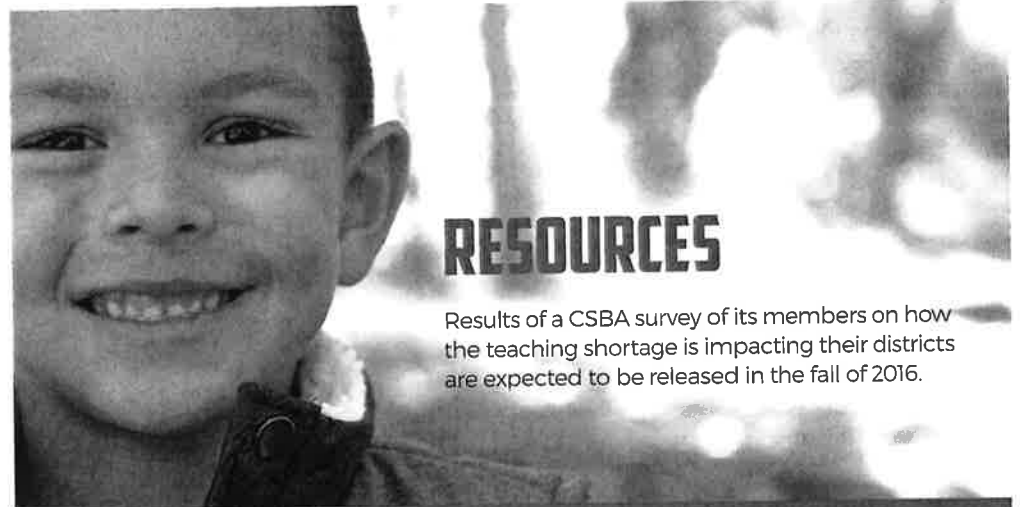
"The other best thing board members can do is to have a board report presented in the spring regarding staffing on retirements and hard-to-fill positions," Kaplan says. "Then every month during the spring, get an update from the human resources department so the board can stay on top of the issue."

Spring, or even earlier, is seen as key to ramping up teacher hiring.

"Start early!" says Lucey.

Adds Delgado, "you have to stay busy creating future teachers and Oakland is already making sure the table is set for next fall." **CS**

Hugh Biggar (hbiggar@csba.org) is a staff writer for CSBA.



## RESOURCES

Results of a CSBA survey of its members on how the teaching shortage is impacting their districts are expected to be released in the fall of 2016.

- » Dr. Mary Sandy, executive director of the California Commission on Teacher Credentialing, presentation on the teacher shortage at CSBA's May Delegate Assembly <http://bit.ly/ZddveRU>
- » "Addressing California's Emerging Teacher Shortage: An Analysis of Sources and Solutions," Learning Policy Institute <http://bit.ly/IR4LPQR>
- » California Teacher Shortage by County, Learning Policy Institute <http://bit.ly/ZddMROI>

Hamilton Unified School District

## **Regular and Special Board Meetings 2016-17 Schedules**

Time: 6:30 p.m. (Public Session)

Location: Hamilton High School Library

When: Fourth Wednesday of the Month

January 21, 2017 (Board Workshop, Brown Act/Budget Training)

January 25, 2017 (Regular Board Meeting)

February 11, 2017 (Board Workshop, Board Manual)

February 22, 2017 (Regular Board Meeting)

February 28, 2017 (Board Site Visit- 8:15-10:30 AM)

March 11, 2017, (Board Workshop, Budget planning/Board Manual)

March 29, 2017 (Regular Board Meeting)

April 26, 2017 (Regular Board Meeting)

May 31, 2017 (Regular Board Meeting)

June 14, 2017 (Special Board Meeting LCAP/Budget Hearing)

June 28, 2017 (Regular Board Meeting-Approval of LCAP and Budget)

July 26, 2017 (Regular Board Meeting, if needed)

August 30, 2017, (Regular Board Meeting)

September 27, 2017 (Regular Board Meeting)

October 25, 2017 (Regular Board Meeting)

November/December, December 13, 2017 (Annual Reorganization/Regular Board Meeting)



**HAMILTON UNIFIED SCHOOL DISTRICT**  
**DRAFT**

*Governance Handbook 2016*

**Board of Trustees**

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Tomas Loera, President

Wendall Lower, Clerk

Gabriel Leal, Trustee

Rosalinda Sanchez, Trustee

**Superintendent**

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Charles Tracy

*This handbook reflects the governance team's work on creation of a framework for effective governance. This involves ongoing discussions about unity of purpose, trustee roles, commitment to norms, and developing consensus on protocols / formal structures that will enable the*

*governance team to perform its responsibilities in a way that best benefits the children of Hamilton Unified School District.*

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2 HUSD Governance Handbook 2016  
EFFECTIVE GOVERNANCE

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*Governance – A Definition*

School district governance is the process of setting organizational policies and standards that are adopted by the Board of Trustees and implemented by the Superintendent in order to provide strategic direction and ensure that objectives are met, risks are managed appropriately, and resources are utilized responsibly in order to ensure the best education possible for all students.

Governance tenets encompass the basic characteristics and behaviors that enable governance team members to effectively create a climate for excellence in a school district and maintain the focus on improved student learning and achievement. This Governance Handbook documents the governance responsibilities of the Board of Trustees and Superintendent of the Hamilton Unified School District within these three dimensions: (HUSD Board Bylaw 9000 (a))

1. Governing as a unified team with a shared vision to lead and serve the community
2. Mutual support for roles and responsibilities
3. Creating and sustaining a positive governance leadership culture

UNITY OF PURPOSE

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Unity of purpose is a common focus, agreement on priority goals, and shared values about students and the district that transcend individual differences and fulfill a greater purpose.

A unity of purpose exists when the commitment to achieving these goals becomes the guiding principle of all trustees and the superintendent. The focused efforts of the Hamilton Unified School District will be reflected in the vision and mission statements, and the strategic plan adopted by the board.

**Belief Statement**

We embrace being a small district where each student has a name and not just a number.

**The Hamilton Unified School District Vision Statement**

All students will be proficient in State grade-level standards as determined by valid assessment measures. This will be achieved through the use of a highly qualified and trained staff, full implementation of effective curriculum, and research proven interventions under the guidance and support of highly qualified administrators. HUSD will be a safe, caring, supportive environment for all.

**The Hamilton Unified School District Mission Statement**

Hamilton Unified School District is committed to becoming a model district in the State of California. Our students will be prepared academically, socially, and ethically to become lifelong learners and responsible, productive citizens.

**GOVERNANCE ROLES AND RESPONSIBILITIES**

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Citizen oversight of local government is the cornerstone of democracy in America. The role of the trustees who sit on the board is to ensure school districts are responsive to the values, beliefs, and priorities of their communities. Boards fulfill this role by performing five major responsibilities. These are:

- Setting Direction
- Establishing an effective and efficient structure
- Providing support
- Ensuring accountability
- Providing community leadership as advocates for children and the school district

These responsibilities represent core functions that are so fundamental to a school system's accountability to the community it serves; they can only be performed by an elected governing body. Authority is granted to the board as a whole, not each member individually. Therefore, board members fulfill these responsibilities by working together as a governance team with the superintendent to make decisions that best serve all the students in the community.

The superintendent assists the board in carrying out its responsibilities and leads the staff toward the accomplishment of the agreed upon district vision and goals.

**PERFORMING GOVERNANCE RESPONSIBILITIES**

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**Set the direction for the school district**

- Focus on student learning
- Receive needs assessment / baseline data
- Generate, review or revise setting direction documents (beliefs, vision, priorities, strategic goals, success indicators)
- Ensure an appropriate inclusive process is used
- Ensure these documents are the driving force for all district efforts



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##### **Establish an effective and efficient structure for the school district**

- Employ and support the superintendent; set policy for hiring of other personnel
- Oversee the development of and adopt policies
- Set a direction for and adopt the curriculum
- Establish budget priorities, adopt the budget and oversee facilities issues
- Provide direction for and vote to accept collective bargaining agreements

##### **Provide support through our behavior and actions**

- Act with professional demeanor that models the district's beliefs and vision
- Make decisions and provide resources that support mutually agreed upon priorities and goals
- Uphold district policies the board has approved
- Ensure a positive working climate exists
- Be knowledgeable about district efforts

##### **Ensure accountability to the public**

- Evaluate the superintendent
- Monitor, review and revise policies and serve as a judicial and appeals body
- Monitor student achievement and program effectiveness and require program changes as indicated
- Monitor and adjust district finances
- Monitor the collective bargaining process
- Develop and implement board self-evaluation

##### **Demonstrate Community Leadership**

- Speak with a common voice about district policies, goals, and issues
- Engage and involve the community in district schools and activities
- Communicate clear information about policies, programs, and fiscal condition of the district
- Educate the community and the media about the issues facing students and the district
- Advocate for children and district programs to the general public, key community members, and local, state, and national leaders

**PROTOCOLS TO FACILITATE GOVERNANCE LEADERSHIP**

<b>Requesting Information from the Superintendent</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• Critical to the ability of trustees to make informed decisions is timely access to Information.</li> <li>• The superintendent wants to be responsive to requests for information, maintain the focus on district priorities and balance the management of staff time.</li> <li>• This will provide clarity about the organizational structure for trustees and staff.</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• Trustees will always work through the superintendent when asking questions or requesting additional information on board meeting agenda items.</li> <li>• The superintendent will ensure timely responses to requests and will provide the information or direct trustees to the correct source. As appropriate, the superintendent will distribute answers to all trustees.</li> <li>• Board members will self-monitor to ensure one person’s request for information does not divert an inappropriate amount of time from staff efforts to achieve district goals. Requests requiring inordinate amounts of time will be brought to the board to decide whether to support the request.</li> </ul>

<b>Meetings as Strategic Leadership</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• The board meeting is a meeting to conduct district business in public. Well-run efficient meetings model leadership, promote trust and confidence and provide opportunities to demonstrate strategically moving the district forward and planning for the future.</li> <li>• The governance team wants to demonstrate to the public that the board maintains the focus on priorities and that deliberation and discussion are conducted with professionalism and respect.</li> <li>• The board meeting provides opportunities to share educational philosophy among the governance team and with the community.</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• The board will communicate how the agenda topics link to district priorities and how actions link to the goals and strategies.</li> <li>• The principal/superintendent reports will explicitly demonstrate the relationship to the district goals.</li> <li>• The board members agree to share accountability for board deliberations that demonstrate that the ‘right’ amount of time is spent on the ‘right’ things while valuing the input of each member of the governance team.</li> <li>• Board member comments at the board meeting with focus on goals, professional learning or educational trends.</li> <li>• Annually and as needed the board will schedule study sessions and board conversations linked to the district’s strategic priorities.</li> </ul>

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<b>Role of the Board President</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• The board has an obligation to set an example of good government in action for the community.</li> <li>• The board intends for meetings to proceed professionally, efficiently and effectively.</li> <li>• The board president sets the tone and shapes the public's perception of the school board.</li> <li>• Each board member must have the opportunity to express his or her viewpoint during board deliberation.</li> </ul>
<b>Protocol</b>	<p>The role of the board president is to:</p> <ul style="list-style-type: none"> <li>• Confer with the superintendent before the board meeting to prepare, as necessary for the board meeting.</li> <li>• Facilitate the board meeting, supporting the effective flow of the discussion and encouraging input from all trustees while staying on task, moving forward, and maintaining proper meeting decorum</li> <li>• Model the tone and behavior the board wishes to convey to the community.</li> <li>• Following the board meeting, the board president with the superintendent will ensure there is appropriate follow-up and clarification of possible options for the board.</li> <li>• The board president serves as the primary spokesperson for the board.</li> </ul>

<b>Board Deliberation and Motions on Agenda Action Items</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• The tenets of parliamentary procedure help ensure the orderly conduct of board meetings.</li> <li>• Establishing clear and simple rules leads to wider understanding and participation, fostering a healthier exchange of ideas.</li> <li>• Motions are the vehicles for orderly decision making by the board</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• The board president will introduce the agenda item and present the opportunity for the superintendent and staff to report on the issue at hand and to provide staff recommendations.</li> <li>• The board president will open the item for discussion so that board members may exchange thoughts or ask the superintendent and staff for further clarification if necessary.</li> <li>• Members of the public will be afforded the right to address the board before or during consideration of the item. (Gov Code 54954.3)</li> <li>• The board president will call for a motion. A board member may act by saying "I move that.....".</li> <li>• Another board member may second the motion by saying "I second the motion"</li> <li>• The board president will acknowledge the motion and second and ask if any further discussion by the board is necessary</li> <li>• The board president will call for a vote saying "All in favor please respond by saying aye." "Any opposed please respond by saying no."</li> <li>• The board president announces the result of the vote and clarifies Board direction for the Superintendent and the record keeper.</li> </ul>

<b>Board Meeting Agenda Consent Calendar</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• A consent calendar allows the board to approve items together without discussion or individual motions.</li> <li>• Consent calendars help streamline meetings by allowing procedural decisions that are likely to be noncontroversial to be made through a single motion.</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• Board members, staff, or members of the public can request an item be pulled from the consent calendar for individual consideration.</li> <li>• Typical reasons to remove an item from the consent calendar are; to discuss the item, to query the item, or to register a vote against the item.</li> <li>• Ideally requests to remove an item from the consent calendar and the reason for the request should be made during approval of the agenda. Items may also be removed when the consent calendar is considered by the board.</li> <li>• Consent items should include, but are not limited to; approval of minutes, field trips, conference requests, inter-district transfers, volunteers, personnel, etc.</li> <li>• An agenda item “Items removed From The Consent Calendar” will follow the consent calendar on the agenda to facilitate consideration of removed items.</li> </ul>

<b>Newly Elected Board Member Resources</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• Newly elected members to the Board of Trustees will likely be unfamiliar with state open meeting laws, meeting procedural policies, board bylaws, the district budget, goals, and other district related issues.</li> <li>• The governance team wants to provide all the tools necessary to help new board members reach their potential to be a productive and effective member to the team.</li> <li>• Having resources related to board meeting procedure and pertinent district information will help prepare new board members for their first board meeting and facilitate integration into the governance team.</li> </ul>
<b>Protocol</b>	<p>Newly elected board members will receive the following resources upon election and prior to their first board meeting:</p> <ul style="list-style-type: none"> <li>• Brown Act Handbook, HUSD Governance Handbook and Governance Calendar, Annual Board Meeting Calendar, Board Bylaws/Policies, and CSBA</li> <li>• Professional Governance Standards</li> <li>• Strategic/Long Range Plan, District Budget, District Budget Development Calendar, and District Resource Document</li> </ul> <p>The governance team will schedule a workshop/conversation meeting at the first board meeting held with newly elected board member(s). This should include a mock meeting scenario to help familiarize new board members with agenda item participation, making motions, and all other board meeting procedures.</p>

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Establishing Multi - Year Goals	
<b>Principle</b>	<ul style="list-style-type: none"> <li>Establishing district multi-year and annual goals is critical to a forward thinking, proactive board that is committed to continuous learning.</li> <li>Important to the work of the board is the ability to track progress over multiple years.</li> <li>Critical to governance work is data driven decision-making that promotes clarity of direction, focus and alignment. Setting goals ensures that the work of the district is focused.</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>The annual goal setting process is linked to the district mission map and the superintendent evaluation and will follow an established calendar.</li> <li>July - review past year accomplishments and status of goals.</li> <li>July - set annual goals based on the District Strategic Plan and establish a schedule of progress reports.</li> </ul>

Designated Spokesperson	
<b>Principle</b>	<ul style="list-style-type: none"> <li>It is essential that important and accurate information be communicated to members of the board, the staff and the community in as timely a fashion as possible.</li> <li>The governance team recognizes that some situations have legal or other considerations that may place restrictions on what may be told to the media or public.</li> </ul>
<b>Protocol</b>	<p>The governance team commits to speaking with one voice. The designated spokesperson will vary depending on the issue or situation:</p> <ul style="list-style-type: none"> <li><b>Crisis/Disaster:</b> The superintendent is the primary spokesperson and may involve the board president at her discretion.</li> <li><b>Meeting Information</b> (e.g. board meetings, agenda items, study sessions): The board president and the superintendent will serve as primary spokespersons or may choose a designee.</li> <li><b>Core Values /Vision / District Priorities / General District Information:</b> All governance team members may serve as spokespersons utilizing developed and agreed upon key messages.</li> </ul> <p><i>For requests via email:</i></p> <ul style="list-style-type: none"> <li>If a trustee receives an email request from a member of the public, the trustee will respond and copy the board president and superintendent on the response.</li> <li>If the request is sent to the superintendent, she will copy the answer to all trustees.</li> <li>If the e-mail is sent to some or all trustees, trustees will refer the request to board president with a copy to the superintendent (if the superintendent is not already copied). The board president or superintendent will agree on which of them will respond, copying all trustees.</li> </ul> <p><i>For requests from the media:</i></p> <ul style="list-style-type: none"> <li>A trustee may answer a request from the media or recommend that the request be directed to the board president or the superintendent.</li> <li>If the trustee answers the request directly via e-mail, he/she will copy the superintendent and board president. If the trustees answers the request directly via conversation or phone call, he/she will inform the superintendent and board president.</li> <li>The board Vice President will perform the role of the board president if the board</li> </ul>

president is unavailable for an extended period.

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<b>Handling Community or Staff Concerns and/or Complaints</b>	
<b>Principle</b>	<ul style="list-style-type: none"><li>• Board members want to be accessible, responsive, consistent and fair in dealings with complaints and concerns from staff and the community.</li><li>• The board values open communication and timely resolution of issues.</li><li>• Board members may take receiving complaints as an opportunity to explain the role of trustees.</li></ul>
<b>Protocol</b>	<p>When approached with an issue or concern, trustees agree to:</p> <ul style="list-style-type: none"><li>• Listen openly, being careful to remain neutral.</li><li>• Remind staff and members of the community that no individual trustee has the authority to solve the issue/concern.</li><li>• Encourage addressing this with the person who can most directly help with their concern, e.g. teacher, principal, superintendent.</li><li>• As appropriate, explain the district complaint or grievance process.</li><li>• Trustees will notify the superintendent of the issue or concern, as appropriate.</li></ul>

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<b>Board Governance Self-Assessment</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• Conducting a governance self-evaluation demonstrates accountability to the community and the willingness of the governance team to strengthen and improve</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• The board supports continuous improvement through ongoing evaluation of governance effectiveness.</li> <li>• The governance self-assessment provides an opportunity to reflect, evaluate, prioritize and focus on strengthening the governance team.</li> <li>• The board will participate in at least one workshop annually to review the governance goals, governance team agreements and processes and to participate in a self-evaluation process.</li> <li>• The assessment process will align with assessment of progress on district goals and the superintendent evaluation.</li> <li>• At the conclusion of the annual governance self-assessment, the board will reach agreement on one to two governance goals/objectives that are directly linked to the district goals.</li> </ul>

<b>Confidentiality</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• The governing board recognizes the importance of maintaining the confidentiality of information acquired as part of a board member's official duties.</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• The responsibility of the board includes being privy to closed sessions or confidential information about district litigation, personnel, negotiations, superintendent evaluation, or other issues permitted under the Brown Act.</li> <li>• We will work to maintain the public's trust by not breaching confidentiality.</li> <li>• If we inadvertently or accidentally violate a confidential issue, we will take immediate responsibility for our action.</li> <li>• Confidential items will be reserved for full board discussion.</li> </ul>

<b>Visiting Schools and Attending School Events</b>	
<b>Principle</b>	<ul style="list-style-type: none"> <li>• The board wants to be informed about instructional practices, and the needs of the students and staff with regard to school programs.</li> <li>• The board respects the busy schedule of staff and the anxiety that can be created by well-meaning, but unannounced visits to schools.</li> </ul>
<b>Protocol</b>	<ul style="list-style-type: none"> <li>• As a professional courtesy, trustees will schedule school visits.</li> <li>• The superintendent and/or principal will accompany trustees on classroom visits.</li> <li>• Trustees requesting a meeting with school staff or administration will schedule this meeting through the superintendent.</li> <li>• The superintendent will ensure that staff is aware of the process and protocols for trustees visiting the classrooms.</li> <li>• Board members are encouraged to visit schools and attend school events.</li> </ul>

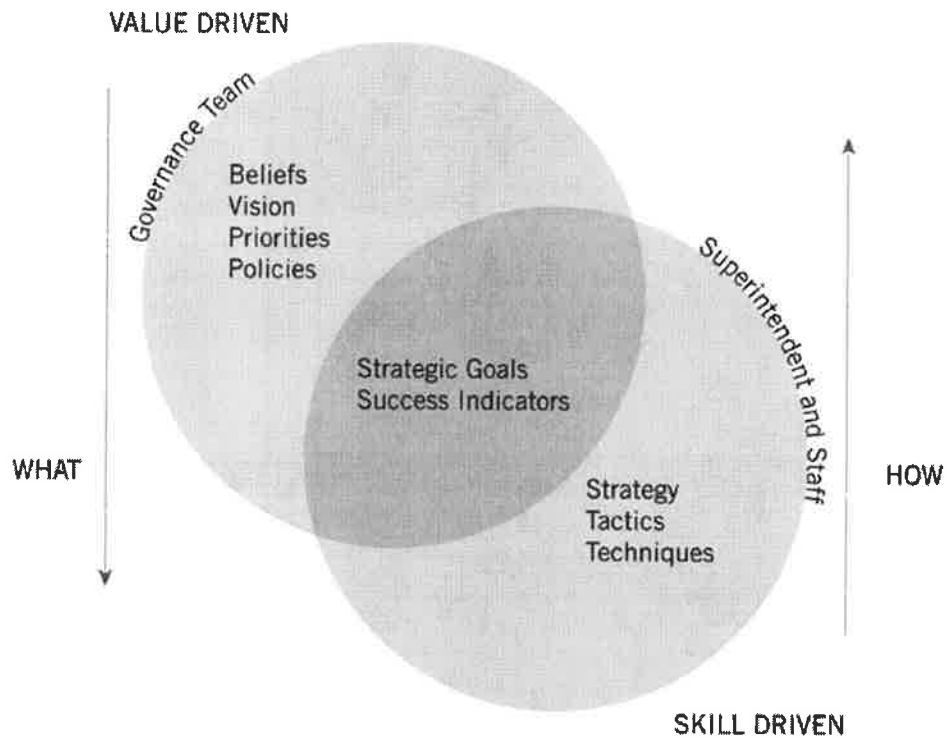
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<b>Collective Bargaining</b>	
<b>Principle</b>	Board members involvement in the collective bargaining process ensures that the District is represented well by those selected to negotiate on behalf of the Board and the community, while also ensuring that the ethical, fiscal and educational goals of the HUSD community are represented in the actions taken throughout the collective bargaining process
<b>Protocol</b>	<p>To achieve this, board members should:</p> <ul style="list-style-type: none"> <li>• Participate by providing direction and guidance to those selected to represent the Board (District Negotiating Team). Board members will not participate in the individual negotiation sessions, either directly (at the table) or indirectly (observing the District's negotiation team).</li> <li>• Create the most positive environment possible to support the negotiation process; (e.g., Superintendent will endeavor to hold regular monthly employee/employer relations (ERR) meetings with each union's lead Negotiator and President). Superintendent and management team member shall endeavor to hold regular meetings to maintain consistent positive communication.</li> <li>• Set the District's collective bargaining parameters for its negotiation team.</li> <li>• Expect, as the representative of the Board, that the Superintendent will ensure that the Board, collectively and individually, is informed on the issues and strategies implemented within the collective bargaining process.</li> <li>• Expect, as the representative of the Board, that the Superintendent will recommend, for approval of the Board, the Chief Negotiator and the members of each of the District's negotiation teams.</li> <li>• Encourage open communication to all those impacted by negotiations, within allowed parameters.</li> <li>• Expect, while the negotiation process is taking place that the Superintendent will be available to address the challenges related to the district. As the representative of the Board, the Superintendent will guide the development of the bargaining strategy and will be primarily responsible for facilitating the collective bargaining process.</li> </ul>



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EFFECTIVE GOVERNANCE TEAMS

*Effective teams value and respect their essential roles, reach mutual agreement on the roles of the board and superintendent, and strive to operate within them.*



UNDERSTANDING GOVERNANCE ROLES\*

\*Source: California School Board Association

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# MEMO

To: HES Teachers and Staff  
From: Charles Tracy, Superintendent HUSD  
Re: DAC Recommendations  
Date: November 14, 2016

The DAC committee would like to recognize the effort and hard work the Hamilton Elementary teachers and staff have put forth to improve the climate and academic achievement of all students. You have made great gains in implementation of the Professional Learning Communities model and it shows in the systemic nature of your response to academic challenges.

Below are recommendations from DAC to facilitate your journey of continued improvement for all students, aligned to the three State categories defined by the LCAP.

## Conditions of Learning

- Continue implementation of ELA and Math interventions, this includes monitoring program success.
- Continue implementation and improve student access to integrated English Language Development in all content areas.
- Continue ELA pilot. Findings shall be shared with this committee at the May meeting.

## Pupil Outcomes

- Revise the Reclassification of Fluent English Proficient students (RFEP) growth rate to align with the LCAP metric. Growth rate should be determined and shared with this committee at the May meeting.
- Continue to use an Assessment Calendar.
- Continue to use multiple assessments for formative and summative information. Expand the use of the CAASPP Interim Assessment.

## Engagement

- Continue multiple event opportunities for parents and students. These should be scheduled at various times throughout the day and evening to increase access for parents and community.
- Expand Academic Parent Teacher Teams as district funding allows.
- Continue efforts to reduce suspendable behavior incidents schoolwide. Report specifically with regards to steps taken to reduce incidents in the middle school.

Again, thank you on behalf of the community for your commitment and efforts to make this a better school. The next DAC meeting is scheduled for April 5, 2017.

# Hamilton Unified School District

**DATE:** November 18, 2016  
**TO:** Mrs. Alexandra Charlon, HTA President  
**FROM:** Charles Tracy, District Superintendent  
**SUBJECT:** Formal Request to Bargain, 2017-2018 School

Dear Mrs. Charlon, Please accept this Memorandum as the Hamilton Unified School District official request to bargain. The District will sunshine the following articles to the Governing School Board on November 30, 2016 and December 14, 2016 for the official public notice of our intent to bargain.

The District offers the following Articles:

XXI Salary Schedule, Benefits and Extra Duty Pay

XXII Benefits

XII, XV and XVI Work Hours/work year, Teaching Conditions, Transfer and Reassignment

Agreed upon mutually Article XXIV Medical Administrative Activities (MAA)

# Hamilton Unified School District

**DATE:** November 18, 2016  
**TO:** Mrs. Chris DeVries, CSEA President, Local 623  
**FROM:** Charles Tracy, District Superintendent  
**SUBJECT:** Formal Request to Bargain, 2017-2018 School

Dear Mrs. DeVries, Please accept this Memorandum as the Hamilton Unified School District official request to bargain. The District will sunshine the following articles to the Governing School Board on November 30, 2016 and December 14, 2016 for the official public notice of our intent to bargain.

The District offers the following Articles:

Article 10 Pay and Allowances

Article 11 Health and Welfare Benefits

Two articles of the district choosing:

Article 8 Transfers and promotions

Article 12, Holidays, Article 13, Leaves, Article 15 Vacations and Article 9 Hours and Overtime, (single issue that may affect all aforementioned articles with a single change.)

All Mutual re-opener agreements regarding

MAA

Job Descriptions

## Hamilton Unified School District's

### 2015-16 Education Protection Account (EPA) Expenditures

**Background:** Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the state sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

#### **Implementation:**

- These new state revenues will be deposited into a state account called the *Education Protection Account (EPA)*.
- School districts will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount. Then, **a corresponding reduction is made to the school district's revenue limit equal to the amount of their EPA revenues.**
- Beginning in 2013-14 the entitlement will be made quarterly.

#### **Further Reporting Requirements:**

- Each year, a spending plan must be approved by the governing board during a public meeting.
- EPA funds cannot be used for salaries or benefits of administrators or any other administrative costs.
- Each year, the district must publish on its website an accounting of how much money was received from the EPA and how the funds were expended.
- There will be a requirement for the annual financial audit to include verification that the EPA funds were used as specified by Proposition 30.
- The EPA entitlement and expenditures will be recorded in Resource Code 1400.

#### **District Actual Expenditures:**

As specified by Proposition 30, it is the district's intent to spend the EPA funds on "instructional activities"; primarily teacher salaries and benefits as detailed below.

<u>Teacher Salaries</u>	<u>STRS/PERS</u>	<u>Medicare</u>	<u>UI</u>	<u>Work Comp</u>	<u>H&amp;W</u>	<u>TOTAL</u>
\$950,761	\$102,307	\$14,320	\$475	\$14,357	\$169,082	\$1,251,302
<u>Books &amp; Supplies</u>						\$128,204
<b>Total Expenditures</b>						<b>\$1,379,506</b>
Carryover 2014-15						\$768,759
2015-16 Entitlement						\$1,066,737
Current Reserve						\$455,990

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func Obj	Sit Bdr	DD	TRMPS	Liq Amt	Net Amount
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000801/00	HUNT & SONS INC		942209320									
PO-000400	10/06/2016	519054		1 01-0000-0-0000-3600-4392-000-000-00000	NN	P					0.00	1,674.59
TOTAL PAYMENT AMOUNT											1,674.59	

001283/00	JOHN'S TIRE & MUFFLER SERVICE		943171305									
PO-000410	10/06/2016	141572		2 01-0000-0-0000-3600-5630-000-000-00000	NY	P					0.00	957.83
TOTAL PAYMENT AMOUNT											957.83	

000640/00	KRISTEN HAMMAN											
PV-000050	09/30/2016	OCT MILEAGE		01-0000-0-0000-7300-5200-000-000-00000	NN							157.47
TOTAL PAYMENT AMOUNT											157.47	

000125/00	MCGRAW-HILL SCHOOL EDUCATION											
PO-017184	08/17/2016	93151805001		1 01-1400-0-1110-1000-4200-000-000-00000	NN	P					390.82	390.82
PO-017184	08/17/2016	93151815001		1 01-1400-0-1110-1000-4200-000-000-00000	NN	F					7,039.88	7,063.67
TOTAL PAYMENT AMOUNT											7,454.49	

000524/00	MTB WELDING SUPPLY											
PO-017231	10/11/2016	01142799		1 01-6382-0-3800-1000-4300-000-000-00000	NN	P					0.00	47.14
TOTAL PAYMENT AMOUNT											47.14	

000084/00	PG&E											
PO-000416	10/13/2016	OCT HS 9921774729-6		1 01-0000-0-0000-8100-5590-000-000-00000	NN	P					0.00	9,950.98
TOTAL PAYMENT AMOUNT											9,950.98	

000134/00	QUILL CORPORATION											
PO-017150	10/12/2016	9921046		1 01-0000-0-1110-1000-4300-800-000-00000	NN	P					1,375.57	1,375.57
PO-017322	09/30/2016	9635236		1 01-0000-0-1110-1000-4300-100-000-00000	NN	P					63.40	63.40
PO-017322	09/30/2016	9644458		1 01-0000-0-1110-1000-4300-100-000-00000	NN	F					9.43	9.45
PO-172100	10/04/2016	9675302		1 01-1100-0-1110-1000-4300-000-000-00000	NN	F					141.14	141.15
TOTAL PAYMENT AMOUNT											1,589.57	

012 HAMILTON UNITED SCHOOL DIST. J37424  
BATCH 20:OCTOBER 19 2016

ACCOUNTS PAYABLE PRELIST  
BATCH: 0020 BATCH 20: OCTOBER 26 2016  
Fund : 01 GENERAL FUND

APY500 L.00.12 10/19/16 15:01 PAGE 2  
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
001510/00	RAY MORGAN COMPANY							
PO-017340	10/08/2016	1378561		1	01-0000-0-1110-1000-4300-000-0000-00000	NN F	401.13	401.13

TOTAL FUND PAYMENT 22,233.20 \*\*

TOTAL PAYMENT AMOUNT 401.13 \*  
TOTAL PAYMENT AMOUNT 401.13



012 HAMILTON UNIFIED SCHOOL DIST. J37424  
 BATCH 20:OCTOBER 19 2016

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0020 BATCH 20: OCTOBER 26 2016  
 Fund : 12 CHILD DEVELOPMENT

APY500 L.00.12 10/19/16 15:01 PAGE 3  
 << Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func Obj	ABA num	Sit	BAK	DD	Account num	TRMPS	Liq Amt	Net Amount
000309/00	OFFICE DEPOT INC														

PO-017334 10/06/2016 870013869001

TOTAL FUND PAYMENT 10.74 \*\*

TOTAL PAYMENT AMOUNT 10.74 \*  
 10.74 \*  
 10.74

10.74

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr ID T9MPS Liq Amt Net Amount  
 Req Reference Date

000764/00 DANIELSON CO

PO-000425	10/10/2016	115108	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	180.88
PO-000425	10/10/2016	115088	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	93.18
PO-000425	10/17/2016	115667	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	48.51
PO-000425	10/17/2016	115754	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	155.54
PO-000425	10/10/2016	115108	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,160.83
PO-000425	10/17/2016	115088	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,474.94
PO-000425	10/17/2016	115754	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	803.41
PO-000425	10/10/2016	115108	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00
PO-000425	10/10/2016	115088	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00
PO-000425	10/17/2016	115667	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00
PO-000425	10/17/2016	115754	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00
			TOTAL PAYMENT AMOUNT	5,553.40	*			5,553.40

000258/00 LEANN RADTKE

FV-000049	09/30/2016	JULY-SEPT MILEAGE	13-5310-0-0000-3700-5200-000-000-00000	NN			23.22	23.22
			TOTAL PAYMENT AMOUNT	23.22	*			23.22

000592/00 MISSION UNIFORM & LINEN

PO-000405	10/06/2016	503460985	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	34.99
PO-000405	10/06/2016	503460984	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	27.63
			TOTAL PAYMENT AMOUNT	62.62	*			62.62

001059/00 NORCAL FOOD EQUIPMENT INC

PO-000419	10/17/2016	RA508810	1	13-5310-0-0000-3700-5630-000-000-00000	NN	P	0.00	562.48
			TOTAL PAYMENT AMOUNT	562.48	*			562.48

000763/00 PROPACIFIC FRESH

PO-000407	10/10/2016	6361015	2	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	23.29
PO-000407	10/10/2016	6361159	2	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	27.76
PO-000407	10/10/2016	6361159	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	795.76
PO-000407	10/10/2016	6361015	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	534.83
PO-000407	10/17/2016	6364296	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	519.12
PO-000407	10/17/2016	6364152	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	483.33
PO-000407	10/04/2016	6358804	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	24.75
PO-000407	10/10/2016	6361173	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	181.95
			TOTAL PAYMENT AMOUNT	2,590.79	*			2,590.79

Vendor/Addr Reg Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	Y Goal	Func Obj	ABA num Sit BDR DD	Account num T9MPS	Liq Amt	Net Amount
TOTAL Fund		PAYMENT					8,792.51 **			8,792.51
		TOTAL BATCH PAYMENT					31,036.45 ***		0.00	31,036.45
		TOTAL DISTRICT PAYMENT					31,036.45 *****		0.00	31,036.45
		TOTAL FOR ALL DISTRICTS:					31,036.45 *****		0.00	31,036.45

Number of checks to be printed: 14, not counting voids due to stub overflows.

Printed: 10/19/2016 15:01:35

Prepared by	<i>Chris Johnson</i>	Date	10/19/16
Authorized by		Date	

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Slt Bdr DD T9MPS Liq Amt Net Amount  
 Req Reference Date

000008/00 CALIFORNIA'S VALUED TRUST H/W  
 PO-000444 10/18/2016 NOVEMBER 2016 1 01-0000-0-0000-0000-9571-000-000-00000 NN P 0.00 27,378.64  
 PO-000444 10/18/2016 NOVEMBER 2016 2 01-0000-0-0000-0000-9572-000-000-00000 NN P 0.00 60,669.42  
 PO-000444 10/18/2016 NOVEMBER 2016 3 01-0000-0-0000-0000-9573-000-000-00000 NN P 0.00 12,779.84  
 TOTAL PAYMENT AMOUNT 100,827.90 \* 100,827.90

000584/00 STANDARD  
 PO-000408 09/19/2016 OCT CT503202 DIV3000 1 01-0000-0-0000-0000-9573-000-000-00000 NN P 0.00 388.04  
 TOTAL PAYMENT AMOUNT 388.04 \* 388.04

TOTAL Fund PAYMENT 101,215.94 \*\* 101,215.94  
 TOTAL BATCH PAYMENT 101,215.94 \*\*\* 0.00 101,215.94  
 TOTAL DISTRICT PAYMENT 101,215.94 \*\*\*\* 0.00 101,215.94  
 TOTAL FOR ALL DISTRICTS: 101,215.94 \*\*\*\*\* 0.00 101,215.94

Number of checks to be printed: 2, not counting voids due to stub overflows.

Prepared by Walter Hamman Date 10/31/16  
 Authorized by \_\_\_\_\_ Date \_\_\_\_\_

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			Fd Res	Y Goal	Func Obj	Slr Bdr DD	TRWPS

000029/00	BUTTE COLLEGE							
PO-017283	10/10/2016	PCA CAMP		1	01-7010-0-3800-1000-5200-000-0000	NN F	125.00	125.00
TOTAL PAYMENT AMOUNT							125.00 *	125.00

000336/00	CALIFORNIA EDUCATION CREATIONS							
PO-017345	10/18/2016	2016 DRIVERS ED		1	01-0000-0-1110-1000-4300-000-020-0000	NN F	165.00	161.50
TOTAL PAYMENT AMOUNT							161.50 *	161.50

002024/00	CHICO PRINTING							
PO-017319	10/07/2016	18397		1	01-0000-0-0000-2700-4300-000-000-0000	NN P	97.65	102.49
PO-017319	10/14/2016	18396		1	01-0000-0-0000-2700-4300-000-000-0000	NN P	268.96	268.96
PO-017319	10/14/2016	18396		2	01-0000-0-1110-1000-4300-100-000-0000	NN P	403.45	403.45
PO-017319	10/07/2016	18397		2	01-0000-0-1110-1000-4300-100-000-0000	NN P	146.46	153.73
TOTAL PAYMENT AMOUNT							928.63 *	928.63

001161/00	CHICO SPRINKLER INC							
CM-000015	10/13/2016	CM#450785		1	01-8150-0-0000-8100-4300-000-000-0000	NN N	76.62	-25.24
PO-017362	10/13/2016	450783		1	01-8150-0-0000-8100-4300-000-000-0000	NN P	76.62	76.62
PO-017362	10/13/2016	450784		1	01-8150-0-0000-8100-4300-000-000-0000	NN P	47.04	72.28
TOTAL PAYMENT AMOUNT							123.66 *	123.66

000158/00	CORNING LUMBER CO INC							
PO-017237	10/25/2016	1610-370435		1	01-7010-0-3800-1000-4300-000-000-0000	NN P	96.09	96.09
TOTAL PAYMENT AMOUNT							96.09 *	96.09

000541/00	DARCY POLIAK							
PV-000051	10/18/2016	MILEAGE/TRAVEL REIMB		01-0000-0-0000-2700-5200-000-000-0000	NN			85.32
PV-000051	10/18/2016	MILEAGE/TRAVEL REIMB		01-6264-0-0000-2700-5200-000-000-0000	NN			456.60
TOTAL PAYMENT AMOUNT							541.92 *	541.92

001086/00	DIANNA ORTIZ							
PV-000054	10/23/2016	REIMB ICAP TRAINING LUNCH		01-0000-0-1110-1000-5200-000-000-0000	NN			15.00
TOTAL PAYMENT AMOUNT							15.00 *	15.00

Vendor/Addr	Req Reference	Remit name	Date	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	TRMPS	Liq Amt	Net Amount
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000957/00	DURHAM	PENTZ TRUCK CENTER			680001752												
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PO-017360	10/17/2016	85750				1	01-0000-0-0000-3600-5630-000-000-000000	NY	F							303.13	303.13
																TOTAL PAYMENT AMOUNT	303.13 *

001279/00	ERIN JOHNSON																
PV-000055	10/23/2016	JULY-SEPT MILEAGE REIMB					01-0000-0-1110-1000-5200-100-006-000000	NN									
																TOTAL PAYMENT AMOUNT	355.32 *

000516/00	ESGI LLC																
PO-017335	10/07/2016	14832 16-17 ANNUAL RENEWAL					1	01-3010-0-1110-1000-5890-000-000-000000	YN	F						875.00	875.00
																TOTAL PAYMENT AMOUNT	875.00 *
																TOTAL USE TAX AMOUNT	65.62

000320/00	GERLINGER STEEL & SUPPLY CO																
PO-017235	10/19/2016	0214591					1	01-6382-0-3800-1000-4300-000-000-000000	NN	P						170.93	170.93
PO-017235	10/18/2016	0214416					1	01-6382-0-3800-1000-4300-000-000-000000	NN	P						176.30	176.30
																TOTAL PAYMENT AMOUNT	347.23 *

000061/00	GUY RENTS INC																
PO-017359	10/13/2016	604708-1					1	01-0000-0-0000-8100-5630-000-000-000000	NN	F						103.95	103.95
																TOTAL PAYMENT AMOUNT	103.95 *

000308/00	KEITH DIETLE																
PO-017357	10/14/2016	CPR/FIRST AID STAFF TRAINING					1	01-0000-0-1110-1000-5890-000-000-000000	NY	F						3,400.00	3,400.00
																TOTAL PAYMENT AMOUNT	3,400.00 *

000217/00	KELLY LANGAN																
PV-000053	10/07/2016	REIMB DRIVERS TRAINING FUEL					01-0000-0-0000-8100-4392-000-020-000000	NN									
																TOTAL PAYMENT AMOUNT	12.35 *

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num Ldg Amt Net Amount  
 Reg Reference Date

000640/00 KRISTEN HAMMAN  
 PV-000052 10/18/2016 10/17 & 18 01-0000-0-0000-7300-5200-000-000-00000 NN 114.91  
 TOTAL PAYMENT AMOUNT 114.91 \*

000524/00 MJB WELDING SUPPLY  
 PO-017324 10/11/2016 1142798 1 01-6382-0-3800-1000-4300-000-000-00000 NN P 84.39 84.39  
 PO-017324 10/14/2016 1143199 1 01-6382-0-3800-1000-4300-000-000-00000 NN P 639.65 639.65  
 PO-017324 10/26/2016 1144235 1 01-6382-0-3800-1000-4300-000-000-00000 NN P 188.87 188.87  
 PO-017324 10/26/2016 1144237 1 01-6382-0-3800-1000-4300-000-000-00000 NN F 150.44 280.98  
 PO-017325 10/26/2016 1144236 1 01-6382-0-3800-1000-4400-000-000-00000 NN F 4,398.58 4,398.58  
 PO-017325 10/26/2016 1144236 2 01-6382-0-3800-1000-4300-000-000-00000 NN F 838.21 838.21  
 TOTAL PAYMENT AMOUNT 6,430.68 \*

000812/00 NSADA  
 PO-017363 10/23/2016 NSADA CONF REGIST 1 01-0000-0-1110-1000-5200-100-006-00000 NN F 40.00 40.00  
 PO-017363 10/23/2016 CSADA MEMBERSHIP 2 01-0000-0-0000-2700-5300-000-000-00000 NN F 45.00 45.00  
 TOTAL PAYMENT AMOUNT 85.00 \*

000281/00 PSAT/NMSQT  
 PO-017361 10/17/2016 SCHOOL CODER# 051125 1 01-0000-0-1110-1000-5890-000-000-00000 NN F 471.00 471.00  
 TOTAL PAYMENT AMOUNT 471.00 \*

000134/00 QUILL CORPORATION  
 PO-017342 10/18/2016 1065183 1 01-0000-0-1110-1000-4300-800-000-00000 NN F 19.35 19.35  
 TOTAL PAYMENT AMOUNT 19.35 \*

000087/00 SACRAMENTO VALLEY MIRROR 533423142  
 PO-000421 10/23/2016 LEGAL AD/LEVER ASSMT 1 01-0000-0-0000-2700-5890-000-000-00000 NY P 0.00 0.00  
 TOTAL PAYMENT AMOUNT 19.13 \*

000137/00 SCHOOL SERVICES OF CALIF INC  
 PO-000426 09/30/2016 SEPT 2016 1 01-0000-0-1110-1000-5890-000-000-00000 NN P 245.00 245.00  
 TOTAL PAYMENT AMOUNT 245.00 \*





Vendor/Addr Remit name Description Tax ID num Deposit type Rd Res Y Goal Func Obj Sit Bdr DD Account num T9MPS Lig Amt Net Amount  
 Req Reference Date -----

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Rd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Lig Amt	Net Amount	
000764/00	DANTELSON CO																
PO-000425	10/24/2016	116353	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P									0.00	108.12	
PO-000425	10/24/2016	116319	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P									0.00	48.51	
PO-000425	10/24/2016	116319	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P									0.00	1,547.94	
PO-000425	10/24/2016	116353	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P									0.00	726.52	
PO-000425	10/24/2016	116353	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P									0.00	8.00	
PO-000425	10/24/2016	116319	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P									0.00	8.00	
TOTAL PAYMENT AMOUNT																2,447.09	2,447.09

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Rd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Lig Amt	Net Amount	
000209/00	GOLD STAR FOODS																
PO-000415	10/24/2016	1836060	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P									0.00	1,637.26	
TOTAL PAYMENT AMOUNT																1,637.26	1,637.26

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Rd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Lig Amt	Net Amount	
000763/00	PROPACIFIC FRESH																
PO-000407	10/24/2016	6367364	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P									0.00	688.52	
PO-000407	10/24/2016	6367345	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P									0.00	468.83	
TOTAL PAYMENT AMOUNT																1,157.35	1,157.35

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Rd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Lig Amt	Net Amount	
002012/00	UNITED GROCERS																
PO-000438	10/07/2016	60124600060565054	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P									0.00	32.74	
TOTAL PAYMENT AMOUNT																32.74	32.74

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Rd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Account num	T9MPS	Lig Amt	Net Amount	
TOTAL Fund PAYMENT																5,274.44	5,274.44

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num  
 Req Reference Date Description Fund : 14 DEFERRED MAINTENANCE  
 000609/00 FRANKLIN CONSTRUCTION INC 680174771

PO-017181 10/20/2016 20160065 GAS LINE REPAIRS 1 14-0000-0-0000-8100-5630-800-024-00000 NN P 40,666.00 240,793.90  
 TOTAL PAYMENT AMOUNT 240,793.90 \*

TOTAL Fund PAYMENT 240,793.90 \*\*

TOTAL BATCH PAYMENT 261,687.74 \*\*\*  
 TOTAL USE TAX AMOUNT 65.62

TOTAL DISTRICT PAYMENT 261,687.74 \*\*\*\*\*  
 TOTAL USE TAX AMOUNT 65.62

TOTAL FOR ALL DISTRICTS: 261,687.74 \*\*\*\*\*  
 TOTAL USE TAX AMOUNT 65.62

Number of checks to be printed: 29, not counting voids due to stub overflows.

Printed: 10/27/2016 14:21:49

Prepared by Christa A. Brios 10/27/16  
 Date  
 Authorized by \_\_\_\_\_ Date \_\_\_\_\_

012 HAMILTON UNIFIED SCHOOL DIST. J38486  
BATCH 23; NOVEMBER 30 2016

ACCOUNTS PAYABLE PRELIST  
BATCH: 0023 BATCH 23: NOVEMBER 30 2016  
Fund : 01 GENERAL FUND

APY500 L.00.12 11/04/16 09:50 PAGE 1  
<< Open >>

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit BDR DD TRMPS Lig Amt Net Amount

001323/00 BERNICE DE LA CRUZ

PV-000058 10/24/2016 MILEAGE AUG-SEPT 01-0000-0-1110-1000-5200-000-000-00000 NN 16.74  
TOTAL PAYMENT AMOUNT 16.74 \*

000053/00 CALIFORNIA WATER SERVICE CO

PO-000422 10/26/2016 NOV 7314177777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 553.28  
PO-000422 10/26/2016 NOV 6314177777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 270.32  
PO-000422 10/26/2016 NOV 4328876467 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 612.19  
PO-000422 10/26/2016 NOV 3624177777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 18.77  
PO-000422 10/27/2016 NOV 0669843652 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 1,340.28  
TOTAL PAYMENT AMOUNT 2,794.84 \*

000334/00 CALSTRS-JEM

PV-000061 10/31/2016 JULY-SEPT 2016-150115 01-0000-0-0000-2700-5890-000-000-00000 NN 98.00  
TOTAL PAYMENT AMOUNT 98.00 \*

000515/00 CHARLES TRACY

PV-000056 10/24/2016 REIMB MEALS/PARKING NDAKOTA 01-0000-0-0000-7150-5200-000-000-00000 NN 212.00  
TOTAL PAYMENT AMOUNT 212.00 \*

000158/00 CORNING LUMBER CO INC

CM-000017 10/27/2016 1609-352188 01-6382-0-3800-1000-4300-000-000-00000 N -87.71  
PO-017237 10/05/2016 1610-362410 2 01-6382-0-3800-1000-4300-000-000-00000 NN P 0.00 75.51  
PO-017237 11/01/2016 1611-372813 2 01-6382-0-3800-1000-4300-000-000-00000 NN P 0.00 46.79  
PO-017237 10/27/2016 1610-371365 2 01-6382-0-3800-1000-4300-000-000-00000 NN P 0.00 46.61  
TOTAL PAYMENT AMOUNT 81.20 \*

000112/00 COSTCO

PO-017348 10/31/2016 7003-4310-0002-8342 01-0000-0-1110-1000-4300-000-000-00000 NN P 124.42  
TOTAL PAYMENT AMOUNT 124.42 \*



Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DP Account num T9MPS Liq Amt Net Amount  
 Reg Reference Date

000309/00 OFFICE DEPOT INC

PO-017209	10/18/2016	8689053555003	2	01-0000-0-1110-1000-4300-800-000-00000	NN	F	27.83	5.14
PO-017210	10/17/2016	869419290002	1	01-1100-0-1110-1000-4300-000-000-00000	NN	P	6.44	6.44
PO-017353	10/20/2016	873407011001	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P	74.96	74.96
PO-017353	10/20/2016	873407483001	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P	10.80	10.80
PO-017353	10/24/2016	873407487002	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P	9.44	9.44
PO-017353	10/21/2016	873407484001	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P	4.49	4.49
PO-017353	10/21/2016	873407485001	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P	4.49	4.49
PO-017353	10/20/2016	873407482001	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P	4.49	4.49
TOTAL PAYMENT AMOUNT							120.25	120.25

000399/00 PATRICIA HERNANDEZ

PV-000059	10/24/2016	GAS FOR SCHOOL CAR REIMB	01-0000-0-0000-8100-4392-000-000-00000	NN			40.00	40.00
TOTAL PAYMENT AMOUNT							40.00	40.00

000084/00 PG&E

PO-000416	10/25/2016	OCT ELEM 3699672995-4	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P	0.00	5,301.33
TOTAL PAYMENT AMOUNT							5,301.33	5,301.33

000134/00 QUIL CORPORATION

PO-017120	10/21/2016	1199023 PAPER PALET	1	01-0000-0-1110-1000-4300-000-000-00000	NN	P	550.23	550.23
PO-017120	10/21/2016	1199023 PAPER PALET	2	01-0000-0-1110-1000-4300-100-000-00000	NN	P	825.34	825.34
TOTAL PAYMENT AMOUNT							1,375.57	1,375.57

001510/00 RAY MORGAN COMPANY

PO-000413	10/19/2016	NOV DIST 1389445	1	01-0000-0-0000-2700-5620-000-000-00000	NN	P	0.00	531.08
PO-000413	10/19/2016	NOV HS 1389445	2	01-0000-0-1110-1000-5620-100-000-00000	NN	P	0.00	796.60
PO-000413	10/19/2016	NOV ELEM 1389445	3	01-0000-0-1110-1000-5620-800-000-00000	NN	P	0.00	1,842.51
PO-000413	10/19/2016	NOV ELEM 1389445	4	01-0000-0-3200-1000-5620-000-000-00000	NN	P	0.00	129.17
PO-000413	10/19/2016	NOV COMDAY 1389445	5	01-0000-0-3550-1000-5620-000-000-00000	NN	P	0.00	74.78
PO-017340	10/08/2016	1378561	2	01-0000-0-1110-1000-4300-000-000-00000	NN	P	401.13	401.13
TOTAL PAYMENT AMOUNT							3,775.27	3,775.27

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num  
 Req Reference Date Description Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Ldg Amt Net Amount

000942/00 SCHOOL TECH SUPPLY 1 01-1400-0-1110-1000-4300-000-000-00000 NN F 2,226.75 2,161.75

PO-017295 09/29/2016 28648 - 10 LENOVO N22 TOTAL PAYMENT AMOUNT 2,161.75 \* 2,161.75

000138/00 SPORTSMAN'S DEN 1 01-0000-0-1110-1000-4300-100-006-00000 NN F 301.28 301.28

PO-017381 10/31/2016 221749 SOCCER NETS TOTAL PAYMENT AMOUNT 301.28 \* 301.28

001184/00 TEHAMA COUNTY DEPT OF ED 1 01-4035-0-1110-1000-5200-000-000-00000 NN F 16,000.00 16,000.00

PO-017187 10/25/2016 INV17-00209 TOTAL PAYMENT AMOUNT 16,000.00 \* 16,000.00

PO-#	DATE	DESCRIPTION	TAX ID	DEPOSIT	ABA	ACCOUNT	LIG	NET
PO-017140	11/01/2016	MTG SUPPLIES	01-0000-0-1110-1000-4300-000-000-00000	NN	P	59.60	59.60	
PO-017225	11/01/2016	MTG SUPPLIES	01-0000-0-1110-1000-4300-800-000-00000	NN	P	62.42	71.61	
PO-017247	11/01/2016	AERIES CONF HOTEL	01-0000-0-1110-1000-5200-000-000-00000	NN	F	850.00	782.76	
PO-017247	11/01/2016	AERIES CONF HOTEL	01-9150-0-0000-2420-5200-000-000-00000	NN	F	395.00	391.38	
PO-017279	11/01/2016	LEADLEARN CONF HOTEL	01-4035-0-1110-1000-5200-000-000-00000	NN	F	715.95	666.00	
PO-017279	11/01/2016	LEADLEARN CONF HOTEL	01-4203-0-1110-1000-5200-000-000-00000	NN	F	715.95	666.00	
PO-017290	11/01/2016	CO ACADEMY HOTEL	01-0000-0-0000-2700-5200-000-000-00000	NN	P	166.12	166.12	
PO-017302	11/01/2016	PAX & LAMINATOR	01-0801-0-1110-1000-4300-800-560-00000	NN	F	82.47	82.47	
PO-017303	11/01/2016	PAX & LAMINATOR	01-0000-0-0000-2700-4300-000-000-00000	NN	F	82.47	82.47	
PO-017308	11/01/2016	24-H SURVILLANCE SIGNS	01-9150-0-0000-2420-4300-000-000-00000	NN	F	156.22	156.24	
PO-017315	11/01/2016	BLUETOOTH CHGR & RADIO ELEM	01-0801-0-1110-1000-4300-800-582-00000	NN	F	98.88	98.88	
PO-017331	11/01/2016	CONF HOTEL	01-0000-0-1110-1000-5200-000-000-00000	NN	F	144.74	144.73	
PO-017339	11/01/2016	SAFETY ADDRESS SIGNS	01-8150-0-0000-8100-4300-000-000-00000	YN	F	98.08	91.23	
PO-017344	11/01/2016	KH HOTEL FOR CONF	01-0000-0-0000-7300-5200-000-000-00000	NN	F	150.35	150.34	
PO-017349	11/01/2016	CT CAR RENTAL RECRUIT	01-0000-0-0000-7150-5200-000-000-00000	NN	F	400.00	583.88	
PO-017350	11/01/2016	CT AIRFARE	01-0000-0-0000-7150-5200-000-000-00000	NN	F	900.00	898.20	
PO-017351	11/01/2016	CT TEACH RECRUIT TRIP	01-0000-0-0000-7150-5200-000-000-00000	NN	F	1,500.00	534.35	
PO-017354	11/01/2016	LPUNDERBORK TONER	01-0000-0-1110-1000-4300-100-000-00000	YN	F	30.15	28.05	
PO-017355	11/01/2016	PARENT CONFERENC REFRESH	01-0801-0-1110-1000-4300-800-582-00000	NN	F	150.00	104.50	
PO-017358	11/01/2016	BUS REPAIRS	01-0000-0-0000-3600-5630-000-000-00000	NN	F	135.00	135.00	
PV-000062	11/01/2016	OCT ACCT# 4246044555628555	01-0000-0-0000-2700-5990-000-000-00000	NN	N	14.30	451.77	
PV-000062	11/01/2016	OCT ACCT# 4246044555628555	01-0000-0-0000-2700-5990-000-000-00000	NN	N	14.30	14.30	
PV-000062	11/01/2016	OCT ACCT# 4246044555628555	01-7010-0-3800-1000-5200-000-000-00000	NN	N	368.30	368.30	
PV-000062	11/01/2016	OCT ACCT# 4246044555628555	01-0000-0-0000-2700-5200-000-000-00000	NN	N	33.89	33.89	
PV-000062	11/01/2016	OCT ACCT# 4246044555628555	01-0000-0-0000-7150-5200-000-000-00000	NN	N	101.12	101.12	
TOTAL PAYMENT AMOUNT			6,863.19	*		6,863.19		
TOTAL USE TAX AMOUNT			8.94					

012 HAMILTON UNIFIED SCHOOL DIST. J38486  
 BATCH 23; NOVEMBER 30 2016

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0023 BATCH 23: NOVEMBER 30 2016  
 Fund : 01 GENERAL FUND

APY500 L.00.12 11/04/16 09:50 PAGE 5  
 << Open >>

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Slt Bdr DD TYMPS Ldg Amt Net Amount  
 Reg Reference Date

000377/00 WASTE MANAGEMENT  
 PO-000402 11/01/2016 NOV 2016 HS MAINT 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 766.64  
 PO-000402 11/01/2016 NOV 2016 ELEM MAINT 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 248.20  
 PO-000402 11/01/2016 NOV 2016 ELEM CAFE 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 191.66  
 PO-000402 11/01/2016 NOV 2016 HS CAFE 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 191.66  
 TOTAL PAYMENT AMOUNT 1,398.16 \*

000743/00 WEST COAST PAPER

PO-000429 10/17/2016 9832947 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 125.73  
 PO-000429 10/27/2016 9828668 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 48.43  
 PO-000429 11/01/2016 9835049 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 62.87  
 PO-000429 11/01/2016 9835048 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 205.50  
 PO-000429 11/01/2016 9835050 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 31.43  
 TOTAL PAYMENT AMOUNT 473.96 \*

TOTAL Fund PAYMENT 45,677.77 \*\*  
 TOTAL USE TAX AMOUNT 8.94

45,677.77

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func Obj	ABA num	Sit	Bdr	DD	TRMPS	Liq Amt	Net Amount		
001510/00	RAY MORGAN COMPANY															
PO-000413	10/19/2016	NOV ADED 1389445	6	11-6391-0-4110-1000-5620-000-000-000000	NN	P							0.00	129.17		
PO-000413	10/19/2016	NOV AE-CC 1389445	7	11-6391-0-4110-1000-5620-000-022-000000	NN	P							0.00	74.78		
TOTAL PAYMENT AMOUNT														203.95		
TOTAL Fund														PAYMENT	203.95	**
TOTAL Fund														203.95		



012 HAMILTON UNIFIED SCHOOL DIST. J38486  
BATCH 23; NOVEMBER 30 2016

ACCOUNTS PAYABLE PRELIST  
BATCH: 0023 BATCH 23: NOVEMBER 30 2016  
Fund : 12 CHILD DEVELOPMENT

APY500 L.00.12 11/04/16 09:50 PAGE 7  
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	ABA num	Account num	T9MPS	Liq Amt	Net Amount
-------------	------------	-------------	------------	--------------	--------	---	------	------	-----	---------	-------------	-------	---------	------------

001510/00	RAY MORGAN COMPANY													
PO-000413	10/19/2016	NOV PRESCH 1389445		8	12-6105-0-1110-1000-5620-000-000-000000	NN	P						0.00	129.17
TOTAL PAYMENT AMOUNT													129.17	129.17

001382/00	U S BANK CORPORATE													
PO-017293	11/01/2016	BROOMS PRESCH		1	12-6105-0-1110-1000-4300-000-000-000000	NN	F						48.00	48.00
TOTAL PAYMENT AMOUNT													48.00	48.00

TOTAL Fund													PAYMENT	177.17	**	177.17
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012 HAMILTON UNITED SCHOOL DIST. J38486  
 BATCH 23; NOVEMBER 30 2016

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0023 BATCH 23: NOVEMBER 30 2016  
 Fund : 13 CAFETERIA

APY500 L.00.12 11/04/16 09:50 PAGE 8  
 << Open >>

Vendor/Addr Remit name Description Tax ID num Deposit type Pd Res Y Goal Func Obj Sit Bdr DD T9MPS Lfd Amt Net Amount

000764/00 DANIELSON CO

PO-000425	10/31/2016	115200	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	161.52
PO-000425	10/31/2016	115199	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	75.21
PO-000425	10/31/2016	115199	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00
PO-000425	10/31/2016	115200	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00
PO-000425	10/31/2016	115200	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,877.80
PO-000425	10/31/2016	115199	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,586.17
			TOTAL PAYMENT AMOUNT					3,716.70

000209/00 GOLD STAR FOODS

PO-000415	10/20/2016	1836864	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	41.60
			TOTAL PAYMENT AMOUNT					41.60

000592/00 MISSION UNIFORM & LINEN

PO-000405	10/27/2016	503601844	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	32.69
			TOTAL PAYMENT AMOUNT					32.69

000763/00 PROPACIFIC FRESH

PO-000407	10/31/2016	6370491	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	550.52
PO-000407	10/31/2016	6370528	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	675.21
			TOTAL PAYMENT AMOUNT					1,225.73
			TOTAL Fund PAYMENT					5,016.72 **

TOTAL BATCH PAYMENT 51,075.61 \*\*\* 0.00 51,075.61

TOTAL DISTRICT PAYMENT 51,075.61 \*\*\*\* 0.00 51,075.61

TOTAL FOR ALL DISTRICTS: 51,075.61 \*\*\*\* 0.00 51,075.61

Number of checks to be printed: 31, not counting voids due to stub overflows.

Printed: 11/04/2016 09:51:38

Prepared by *[Signature]* Date 11/4/16  
 Authorized by \_\_\_\_\_ Date \_\_\_\_\_

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
Minutes  
Hamilton High School Library  
Wednesday, October 26, 2016**

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6:00 p.m.	Public session for purposes of opening the meeting only.
6:00 p.m.	Closed session to discuss closed session items listed below.
6:30 p.m.	Reconvene to open session no earlier than 6:30 p.m.

---

**1.0 OPENING BUSINESS:**

1.1 Call to order and roll call

Tomas Loera, President                     
  Rosalinda Sanchez                     
  Gabriel Leal  
 Hubert "Wendall" Lower, Clerk

**2.0 IDENTIFY CLOSED SESSION ITEMS:**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS:** Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

**4.0 ADJOURN TO CLOSED SESSION:** To consider qualified matters.

1. *Government Code Section 54957.6, Labor Negotiations.* To confer with the District's Labor Negotiator, Superintendent Charles Tracy, regarding HTA and CSEA negotiations.
2. *Government Code Section 54957 (b), Personnel Issue.* To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. *Government Code Section 54956.9, Subdivision (a), Conference with Legal Counsel – existing litigation.* Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

**5.0 RECONVENE TO PUBLIC SESSION/FLAG SALUTE:** No Action Taken In Closed Session

**6.0 ADOPT THE AGENDA: (M)**

Motion for approval by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports
  - a. Rosalinda Sanchez has been attending volleyball, football and soccer games
  - b. Wendall Lower mentioned there are good improvements at the Elementary school
  
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Hernan Urena-Valdes.
    - i. Home coming week Oct. 4<sup>th</sup>
    - ii. Grades were mailed on the 21<sup>st</sup>
    - iii. Last home games
    - iv. Power puff games will be on the 28<sup>th</sup>
  - b. Hamilton Elementary, Jose Mendez.
    - i. Halloween carnival Oct. 28<sup>th</sup>
    - ii. Parent conferences the 12<sup>th</sup> and 13<sup>th</sup>
    - iii. Field trips to pumpkin patch for 2<sup>nd</sup> & 3<sup>rd</sup> graders
    - iv. Middle school Halloween dance Oct. 27<sup>th</sup>
    - v. Red ribbon week of Oct. 24<sup>th</sup>-28<sup>th</sup>
    - vi. 8<sup>th</sup> grade fundraiser at Levee festival Oct. 23<sup>rd</sup>
  
3. District Reports (in writing)
  - a. Food Service Report by LeAnn Radtke.

- i. Total lunches 9747
      - ii. Breakfast 6340
      - iii. Boys & Girls club snacks 2166
      - iv. Students enjoy having more choices at the Elementary school
    - b. Operations Report by Marc Eddy.
      - i. Transportation
        - 1. Total miles driven 3892. 1664 miles in 11 trips
      - ii. Maintenance
        - 1. HHS
          - a. 2 home football games
          - b. 5 home volleyball games
          - c. 5 home Elementary volleyball & football games
          - d. Fire alarm testing
        - 2. HES
          - a. Install new sprinkler line north play ground
          - b. Fire alarm testing
    - c. Technology Report by Derek Hawley.
4. Principal and Dean of Student Reports
  - a. Cris Oseguera, Hamilton High School Principal.
    - i. Eventful month
      - 1. Cris Llamas and Hanna Gonzalez presented on the FFA national convention that students attended:
        - a. Attended 89<sup>th</sup> FFA national convention
        - b. Listened to different speakers
        - c. Went on tours
        - d. Great experience
      - 2. 272 students 97% attendance rate
  - b. Darcy Pollak, Hamilton Elementary School Principal.
    - i. Enrollment is 410
    - ii. FT & VB ended and starting BB
    - iii. 34 students attended Saturday school, 8 students raised grades
    - iv. New portables are ready
    - v. Academic parent teacher teams are going good, so far 3 teachers have participated
    - vi. Attending special Ed. Academies
    - vii. Enjoying boys & girls club, have good communication and evolved with different aspects of school
  - c. Maria Reyes, District Dean of Students.
    - i. Alt ed
      - 1. Some students attending CT program at Butte college
      - 2. College transfer representative from collage gave a presentation
    - ii. Red ribbon week
    - iii. 10 students
5. Chief Business Official/Facilities Report by Diane Lyon.
  - a. Gas line project is in process of being closing
  - b. Railings at the Elementary are scheduled to be put in during Thanksgiving break
  - c. Portables have started to be occupied by PE
    - i. Currently identified leaking roofs and are working with contractors to resolve issue
6. Superintendent Report by Charles Tracy.
  - a) Dual Immersion Curriculum (information)
    - a. Staff is investigating, they will present in Decembers meeting
    - b. Will have draft of the Board Governance manual for board review in the December or January Board Meeting.
    - c. Have been attending boys and girls, lions and other committee meetings as needed.
    - d. Boys and Girls Club will be hosting a Turkey Dinner free to students and parents on Thursday, November 17, 2016 beginning at 3:00 PM
    - e. Traveled to North Dakota to visit Minot State as a recruitment trip for a music teacher.

Thank you note from Minot State University.

9.0

**DISCUSSION ITEMS:**

1. Ms. Blanca Godinez 4<sup>th</sup> Grade Class Presentation. (Mrs. Godinez)
  - a. Working with 22 students in ELD enhancement
  - b. 14 wonder of the world presentations, Karla Lujan, Elia Mendez, Diana Orozco, Jesus Cisneros and Isabel Rivera.
2. Public Hearing: Hamilton City Levee Operations and Assessment District Parcel Assessment Vote ( Qualifying Votes) (Levee District 2140 Representatives)
  - a. Leann Puente , Shaelin Rollings & architect spoke about the Levee project and answered questions
  - b. Annual cost is \$73,300.00, \$37,500 for maintenance
  - c. New assessment now includes all parcels including school to pay fees
  - d. Community member spoke Barbara Bass, and stated that she has been in previous committees for the levee, if it goes through, there is room for improvement and growth, like environmental camp for 6<sup>th</sup> graders, kayak rental, etc.
  - e. Community member Jose Puente spoke, stating he has volunteered in previous flood warnings, many people have risked their lives to prevent flooding in Hamilton City. Volunteers and fire dep had previously been filling sand bags and monitoring, which will no longer be happening
  - f. Community member Tom C. asked if possibility of slopping the levee, architect mentioned it is no longer a common practice.
  - g. Community member Ray Villar asked if flood insurance would reduce if levee is built, Leann G. stated it would not due to it being a 75 year plan
  - h. Mrs. Puente is willing to do tours to any person interested
  - i. Mr. Tracy reported that the estimated cost for district would be \$522.84 each year.
  - j. Second phase would begin in 2018 if levee protection bond passes
  - k. If project does not pass, they will lose all of the funding from the federal government and the project will stop.
3. Ella Barkley High School Site Plan- Patrick Irick Author (Mr. Tracy)
  - a. Thank Patrick for work on creating the site plan
4. Music Teacher Update and Recommendations (Mr. Tracy)
  - a. Made trip to Minot and Bismarck ND, and interviewed 8
  - b. Made offer to 6 candidates. Mr. Tracy thought one would come, but that candidate recently declined
  - c. Mr. Tracy stated that he anticipates a teacher shortage in the next 5 years
  - d. Mr. Tracy reported that he is working on an agreement with the two colleges he visited in ND and is working to have student teaching agreements from each in the future
5. Board Policy Adoption Process, to Present Options for Adoption. (Mr. Tracy)
  - a. CSBA worked with the district on the district policy's
  - b. CSBA recommend that they adopt in mass
  - c. District Legal Counsel recommends two different options for adoption, one would be to adopt in series and this process would take about 18 months the second would be to post on the district web page and a hard copy at the District Office available for public review for a period of 90 days prior to adoption.
  - d. One of the services that CSBA offers is to send any updates, which usually are in June & January
6. Possible Universal Positions (Mr. Tracy)
  - a. The District anticipates at least two openings for universal bus drivers during the 2016-2017 school year. The district believes it would be best to hire two universal bus drivers to be trained prior to the openings occurring
  - b. Universal position custodial, maintenance and bus drivers, could take 2-3 months to train a driver
  - c. Hire and train by winter break, between 2-3 openings
7. Temporary intervention, ½ time certificated for HES, (Upon Approval), 2 period math for HHS (Second Semester)
  - a. The District has been looking over the data for student achievement and believes we need additional support in the area of mathematics and interventions in ELA. The LCAP allows for additional services to students at all levels where the need is greatest. The district wishes to support students at the correct level and recommends that students receive additional help through a temporary half time intervention teacher at the elementary school and a two period temporary math position at HHS beginning January 2017.
8. Design agreement from Nichols, Melburg, and Rossetto regarding the elm sun shades for the Shanks Building (Ms. Lyon)
  - a. 3 options
    - i. Least expensive
    - ii. From complete restoration to minor repairs

- iii. Recommend to Accept the offer/bid from architect with the thought of selecting the least expensive that is the safest for students
- iv.
- 9. Language Star Update (Mrs. Sufuentes, Mrs. Sawyer)
  - a. Variety of programs: Math, ELA, Leadership, boys and girls, science program, wolf pack, counseling program
  - b. 5 key elements of language star
  - c. 5 years ago, this was not a unified program, now we are a k-12 program
  - d. Teachers are now skilled in knowledge, methods and teaching skills
  - e. 5 days a week for 60 minutes at the elementary
  - f. Data % of students making growth, data back as far as 2009
  - g. EL students that are taking the CELDT test are improving
  - h. Annual test results, does not include initial students. RFEPS are performing better than EO's and EL's
  - i. Community member Barbara Bass, concerned that there has not been a curriculum, was it a Kevin Clark consultant idea, who named it STAR program.
    - i. Reach is our current program
    - ii. Was there a curriculum before this year, it was treasures before
    - iii. For the last 2 years we have not had Clark consultant in district, no money has been paid out to them
- 10. LCAP Information Regarding New Template and Accountability (Mrs. Anderson)
  - a. Accountability is changing
  - b. Review local control plan
  - c. New accountability model
  - d. 8 state priorities
  - e. Will do 2 ELA/ELD curriculums and make a decision in May
  - f. Tentative plan to have mobile devices in the fall
  - g. Butte College will be speaking to parents in the parent luncheon
  - h. Accountability goals, Every student succeeds act,
  - i. Staff is asking for a librarian/education technology specialist
  - j. Prior to this year, there was a 3 year shifting plan, the whole plan moved, now they will only look at 3 year fixed plans

**11.0 PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

*Community member Barbara Bass*, asked if board member Tomas Loera had work on LCAP, what days and other staff did he work with. Opening paragraph says that the board, parents, community members and teachers work together. Tomas Loera stated that there is always communication between all, during the process. Board Member Gabriel Leal was asked if he had attended any meeting for LCAPS, Gabriel L. stated that only during board meetings, board member Rosalinda Sanchez was also asked the same question and she responded that before being a board member she had attended two and as a board member only at board meetings, Wendall Lower also stated that he had attended at the board meetings. Heather Sufuentes stated that this is a problem as we don't have much community participation. Community member Patricia Loera mentioned that there was a meeting where there were parents; teachers and other members at a board meeting where LCAP was a topic.

*Community member Mr. Anderson* mentioned that there is a parking issue at the elementary school, somebody parked in his driveway. There is also a lot of litter on and around campus. Please be more conscious and make effort to improve litter, opportunity to start an anti-litter campaign. The County is the responsible for the painting for more parking spaces but district will make an effort to address issue with the county. Mr. Tracy will communicate with the county to request that they repaint the parking lines in front of the elementary school.

*Community member Ray Villar*, would like to thank everybody for all the donations, 8<sup>th</sup> graders raised about \$900 on the pozole sale, and another \$900 at the levee festival. Thank you to Vicki Casillas for all of her community work. Great job at Homecoming, great half time show. Boys & Girls club is great program, has different activities. Concern with carnival prices of bracelets. Be concerned when setting prices consider community members. Darcy Pollak stated it was a SB fundraiser, Charles Tracy asked for principal and PTO to meet about issue.

**12.0 ACTION ITEMS:**

- 1. Approve/Disapprove Assessment for Assessor's Parcel Number 032-022-012-00 (Hamilton Unified School District, Sacramento Avenue, Hamilton City CA) Sum of \$46.18 annually.

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

2. Approve Disapprove Assessment for Assessor's Parcel Number 032-191-001-00 (Hamilton Unified School District, 310 Canal Street, Hamilton City CA, Sum of \$25.00 Annually.

Motion for approval by Wendall Lower, seconded by Gabriel Leal.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

3. Approve Disapprove Assessment for Assessor's Parcel Number 032-191-011-000 (Hamilton Unified School District 315 Capay Avenue, Hamilton City, Sum of \$25.00 Annually.

Motion for approval by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

4. Approve Disapprove Assessment for Assessor's Parcel Number 032-201-001-000 (Hamilton Unified School District, 277 Capay Avenue/160 2<sup>nd</sup> Street, Hamilton City, Sum of \$107.38 Annually

Motion for approval by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

5. Approve Disapprove Assessment for Assessor's Parcel Number 032-230-002-000 (Hamilton Unified School District, 620 Canal Street/290 Sixth Street, Hamilton City, CA, Sum of 200.90 Annually.

Motion for approval by Wendall Lower, seconded by Gabriel Leal.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

6. Approve Disapprove Assessment for Assessor's Parcel Number 032-230-008-000 (Hamilton Unified School District, No property Address for Edgewater Park, Hamilton City CA, Sum of \$25.00 Annually.

Motion for approval by Rosalinda Sanchez, seconded by Wendall Lower.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

7. Approve Disapprove Assessment for Assessor's Parcel Number 032-230-012-000 (Hamilton Unified School District, 300 Sixth Street, Hamilton City CA, Sum of \$43.38 Annually

Motion for approval by Rosalinda Sanchez, seconded by Wendall Lower.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

8. Approve Disapprove Assessment for Assessor's Parcel Number 032-230-013-000 (Hamilton Unified School District 280 Sixth Street, Hamilton City, CA 95951, Sum Of \$25.00 Annually.

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

9. 8. Approve Disapprove Assessment for Assessor's Parcel Number 032-240-017-000 (Hamilton Unified School District, Edgewater Park, Hamilton City, CA 95951, Sum of \$25.00 Annually

Motion for approval by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

10. Approve/ Disapprove Annual Assessment of parcels, 032-022-012-00, 032-191-001-00, 032-191-011-000, 032-201-001-000, 032-230-002-000, 032-230-008-000, 032-230-012-000, 032-230-013-000, 032-240-017-000, to the annual budget process and direct the CBO and Superintendent to include these assessments as customary and usual business expenses for the District.

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

11. Approve/Disapprove Agricultural Career Technical Education Incentive Grant Report of Expenditures funding year 2015-2016

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

12. Board Policy Adoption Process Recommendations/Direction or Action to approve or disapprove. Put Board policy on the web page for 90 days for review, bring back to the board in February's meeting for public comment, and then back on March meeting for action to approve or disapproval.

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

13. Approve/ Disapprove Possible Music Teacher Moving Stipend up to \$2,500

Motion for approval by Gabriel Leal, seconded by Wendall Lower. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

14. Approve/Disapprove Design Agreement regarding the sunshades for the Shanks Building.

Motion for approval by Wendall Lower, seconded by Gabriel Leal. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

15. Approve/Disapprove Up to two Universal Positions with direction.

Motion for approval by Rosalinda Sanchez, seconded by Gabriel Leal. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

16. Approve/ Disapprove Temporary intervention, ½ time certificated for HES, (Upon Approval), 2 period math for HHS (Second Semester) 2016-2017 year only.

Motion for approval by Wendall Lower, seconded by Gabriel Leal. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

17. Approval/Disapproval of additional forms to be added to Administrative Regulation 6174

Motion for approval by Gabriel Leal, seconded by Rosalinda Sanchez. Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Approve Warrants and Expenditures.
2. Approve Minutes for the Regular Board Meeting on September 28, 2016.
3. Approve Hamilton Elementary School Site Council Meeting Minutes for Tuesday, *September 6, 2016*.
4. Preschool Program Annual Contract
5. California School Board Association Annual Dues
6. HHS Site Council Minutes
7. LEO Club HHS.
8. Common Core Cadre Coaching Support Contract
9. Common Core Cadre Roles and Responsibility annual stipend contract
10. Adult Ed Workforce innovation and opportunity Act, Title II: Adult Education and Family Literacy Act... \$18,615



- 11. 2016-2017 Agriculture Career Technical Education Incentive Grant, \$19,130
- 12. Approve Interdistrict Transfers (new – elementary students reapply annually).
  - a. None
- 13. Approve Personnel Actions as Presented:
  - a. New Hires:
  
  - b. Resignations/Retirement:
    - i. Resignations:

Motion for approval by Gabriel Leal, seconded by Wendall Lower.

Motion Carried 4-0

Loera: Aye	Lower: Aye
Leal: Aye	Sanchez: Aye

13.0 **ADJOURNMENT: 10:11pm**

Hamilton Unified School District

**Quarterly Report on Williams Uniform Complaints**

(Education Code § 35186)

Person completing this form: Charles Tracy

Title: Superintendent

Quarterly Report Submission Date:

*(check one)*

January 2016

April 2016

July 2016

October 2016

Date for information to be reported publicly at governing board meeting:

November 30,  
2016

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.

	Total No. of Complaints	No. Resolved	No. Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
TOTALS			

\_\_\_\_\_  
Charles Tracy, Superintendent

\_\_\_\_\_  
Date Signed

## EVENT SPACE RENTAL AGREEMENT

THIS AGREEMENT ("the Agreement"), made as of this 7<sup>th</sup> day of November, 2016, by and between North Valley Hockey & Sports Complex (NVHSC), whose business address is 250 Walsh Avenue, Hamilton City CA, 95951 and Hamilton Unified School District (HUSD), collectively, the "Parties".

The parties agree as follows:

### Space Rental

NVHSC hereby grants a limited and space rental to the HUSD to use the following space:

Hockey floor space and basketball hoop on the following dates & during the hours specified under this agreement.

The following days and hours are as follows: Monday through Friday from 3:00 p.m. to 4:30 p.m., starting from November 7, 2016 and continue through December 16, 2016. Hamilton City Boy's and Girls' basketball is not authorized to use the space for any other purpose.

### Fees

HUSD shall pay to NVHSC a total fee of \$2,250.00, for the use of the Space.

### Disclaimers

The Space shall be provided by the NVHSC as-is and makes no warranty regarding the suitability of the Space for HUSD intended use.

### Condition

After the completion of the Event, the HUSD shall leave the Space in the same or similar condition as received from the NVHSC.

### Damages

Beyond ordinary wear and tear, HUSD shall be responsible for any damage caused by HUSD use of the Space.

### Cleanup

HUSD will be responsible for clearing all trash generated at the Event and depositing it in the proper waste receptacles on site.

### Indemnification

HUSD hereby indemnifies and holds harmless NVHSC from any damages, actions, suits, claims, or other costs (including reasonable attorneys' fees) arising out of, or in connection with any damage to any property or any injury caused to any person (including death) caused by HUSD use of the Space, including any acts or omissions on the part of HUSD, its employees, officers, directors, independent contractors, or other agents. HUSD shall notify NVHSC of any damage or injury of which it has knowledge in, to, or near the Space, regardless of the cause of such damage or injury.

Entire Agreement

This Agreement constitutes the entire agreement between NVHSC and HUSD, and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement.

IN WITNESS THEREOF, the Parties have caused this Agreement to be executed the day and year first above written.

Hamilton Unified School District

CT Sam

- PENDING BOARD APPROVAL 11/30/06

North Valley Hockey & Sports Complex

[Signature]

Resident of NVHSC

## DISTRICT ADVISORY COMMITTEE/LCAP Meeting

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### Hamilton Elementary School

November 14, 2016  
5:30 to 6:30 p.m.

*Hamilton Elementary School  
Cafeteria*

<b>Time</b>	<b>Description</b>
5:30-6:00 pm	Light Dinner and POD Showcase
6:00-6:30 pm	Introductions, Presentation & Comments
6:30 pm	Adjourn

Daycare and Spanish translation will be provided.

Hamilton Elementary School  
District Advisory Committee meeting (DAC)  
November 14, 2016 5:30-6:30

Dinner and POD presentations 5:30-6:00

Introductions

Committee Present: Charles Tracy, Maria Loera, Tomas Loera, Cristina Rios, Blanca Godinez, Lenia Garcia, Tracy Ponke

Presentation by L. Anderson/Maggie Sawyer

1. Goals Aligned to the LCAP
  - Conditions of learning
  - Update to the LCAP
  - ELA and Math interventions – 13 pull out ELA
  - Math expansion interventions during after school
  - ELD and coaching to support other teachers and staff
    - Grammar wall used in all classrooms
  - Pilot ELA curriculum—ELA adoption
    - Finishing up first publisher (Reach for Reading)
2. Pupil Outcomes
  - Increase RFEP
  - Waiting on CELDT scores
  - New this year—EL Master plan to drive reclassification and monitoring success of RFEPs
  - Assessment Calendars for timely feedback
  - Multiple Assessment methods
3. Engagement
  - Reduce Suspension Rates
  - Family outreach events during 16-17 ( Morning coffee, Parent Luncheon, School Site Council, PRO, ELAC, DAC, DELAC, Parent Conferences, LCAP, etc.)
  - Update on Engagement
    - Implement Academic Parent Teacher Teams
  - Decrease behavior incidents (Between Cohorts)
    - 119 suspendable incidents to 77—35% decrease
  - Accountability (DAC, LCAP, and SPSA)
  - Performance categories will be identified by color
    - Color is identifies based on "status" and "change"
    - Target color (Green/Blue)
    - Example of Rubric—"proposed rubrics"
  - Conclusions
    - Evaluation Rubrics are under development
    - Goals will be updated to modify LCAP
  - Questions:

- Recommendations from committee
- Goals are being proposed moving forward to align with our LCAP

Motion from committee to accept recommendations presented:

Motion made by Mrs. Ponke

Seconded by Mrs. Godinez

Motion Approved

Adjournment 6:28 pm

# MEMO

To: HES Teachers and Staff  
From: Charles Tracy, Superintendent HUSD  
Re: DAC Recommendations  
Date: November 14, 2016

The DAC committee would like to recognize the effort and hard work the Hamilton Elementary teachers and staff have put forth to improve the climate and academic achievement of all students. You have made great gains in implementation of the Professional Learning Communities model and it shows in the systemic nature of your response to academic challenges.

Below are recommendations from DAC to facilitate your journey of continued improvement for all students, aligned to the three State categories defined by the LCAP.

## Conditions of Learning

- Continue implementation of ELA and Math interventions, this includes monitoring program success.
- Continue implementation and improve student access to integrated English Language Development in all content areas.
- Continue ELA pilot. Findings shall be shared with this committee at the May meeting.

## Pupil Outcomes

- Revise the Reclassification of Fluent English Proficient students (RFEP) growth rate to align with the LCAP metric. Growth rate should be determined and shared with this committee at the May meeting.
- Continue to use an Assessment Calendar.
- Continue to use multiple assessments for formative and summative information. Expand the use of the CAASPP Interim Assessment.

## Engagement

- Continue multiple event opportunities for parents and students. These should be scheduled at various times throughout the day and evening to increase access for parents and community.
- Expand Academic Parent Teacher Teams as district funding allows.
- Continue efforts to reduce suspendable behavior incidents schoolwide. Report specifically with regards to steps taken to reduce incidents in the middle school.

Again, thank you on behalf of the community for your commitment and efforts to make this a better school. The next DAC meeting is scheduled for April 5, 2017.



# District Advisory Committee Fall Meeting

November 14, 2016

5:30-6:30

	Name	Signature
1	Darcy Pollak	Darcy Pollak
2	Cristina Riös	Cristina Riös
3	Tracy Ponke ←	* TRACY PONKE
4	Mary Leveoni	Mary Leveoni
5	Maria Esquivel	Maria Esquivel
6	Shelley Whittaker	Shelley Whittaker
7	Mabel Hernandez	Mabel Hernandez
8	Cristina Hawkins	Cristina Hawkins
9	Lynn Larsa	Lynn Larsa
10	Maria Chaves	* Maria Chaves
11	Vanessa Ortiz	Vanessa Ortiz
12	Bertha Carter	Bertha Carter
13	Emily Kallemeyn	Emily Kallemeyn
14	SEAN LUNAIZI	<del>SEAN LUNAIZI</del>
15	HEATHER SUFFRANTIS	H. SUFFRANTIS
16	Genaro Reyes	Genaro Reyes
17	Jenny Firth	Jenny Firth
18	Blanca Godinez	Blanca Godinez
19	L Anderson	L Anderson
20	Nancy Heffley	Nancy Heffley
21	Diana Ortiz	Diana Ortiz
22	Kenia Garcia	Kenia Garcia
23	Hilda Plasencia	Jennifer Plasencia Stephanie Plasencia
24	Amanda Coorough	Amanda Coorough
25	Tomas Lopez	Tomas Lopez
26	Maggie Sawyer	Maggie Sawyer

# District Advisory Committee Fall Meeting

November 14, 2016

5:30-6:30

Name	Signature
1 Maria Guadalupe Barranco	M. Guadalupe Barranco
2 Pablo Arreola C.	Pablo A. Castro
3 Trudy Bryson	Trudy B.
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# DAC

— November 14, 2016 —

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# Agenda

<b>Time</b>	<b>Description</b>
5:30 - 6:00 p.m.	Light Dinner and POD Showcase
6:00 - 6:30 p.m.	Introductions, Presentation & Comments
6:30 p.m.	Adjourn

Daycare in room 403

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## **2016 - 17 Goals Aligned to the LCAP**

### **1. Conditions of Learning**

- Implement interventions in ELA and Math.
  - Implement integrated ELD and coaching in all content areas.
  - Pilot ELA curriculum.
-

## 2016 - 17 Update Conditions of Learning

- Implement interventions in ELA and Math
    - 13 pull out ELA interventions
    - Expand Math interventions during/after school
  - Implement integrated ELD and coaching in all content areas.
    - Grammar Wall/Language Principles in all rooms.
    - Provide training to expand the coaching pool
  - Pilot ELA curriculum.
    - In progress, extend the pilot through May
-

# 2016 - 17 Goals Aligned to the LCAP

## 2. Pupil Outcomes

- Increase Reclassified Fluent English Proficient Students (RFEP).
  - Use an assessment calendar to ensure timely achievement feedback.
  - Use multiple assessment methods for formative and summative assessments to monitor student groups.
-

## **2016 - 17 Update Pupil Outcomes**

- **Increase Reclassified Fluent English Proficient Students (RFEP).**
    - Waiting on Fall 2016 CELDT scores
    - Use EL Master Plan to drive reclassification and monitoring
  - **Use an assessment calendar to ensure timely achievement feedback.**
    - Provided to all teachers
-



## 2016 - 17 Update Pupil Outcomes Continued

- Use multiple assessments to monitor student groups.
  - STAR 360 (Universal Screener)
  - EADMS (District Benchmarks ELA/Math/ELD)
  - Publisher Assessments
  - ESGI (Kinder/1st) & Kindergarten Readiness Snapshot
  - Teacher Developed
  - CAASPP Interim Tests/Summative Tests (ELA/Math/Science)
  - CELDT/ELPAC (field test March 2017, Fall 2017)
-

## **2016 - 17 Goals Aligned to the LCAP**

### **3. Engagement**

- Provide family outreach events during the 2016-17 school year.
  - Implement Academic Parent Teacher Teams
  - Decrease behavior incidents and suspensions by maintaining a school-wide safety plan.
-

## 2016 - 17 Update Engagement

- Provide family outreach events during the 2016-17 school year.
    - Morning coffee, Parent Luncheon, School Site Council, PTO (monthly)
    - ELAC (4/year)
    - DAC, DELAC, Parent Conferences (2/year)
    - LCAP (Throughout the year)
    - Non Academic - Halloween Carnival, Christmas Program, Dance Festival (Throughout the year)
-

## 2016 - 17 Update Engagement

- Implement Academic Parent Teacher Teams
    - Pilot APTT
  - Decrease behavior incidents and suspensions by maintaining a school-wide safety plan.
    - Currently developing a School-Wide Safety Plan
    - Teachers trained in Safety Procedures
    - Continue training/expand Bully Prevention Program
-

## 2016 - 17 Update Engagement

- Decrease behavior incidents and suspensions by maintaining a school-wide safety plan.

From Aug-Nov 2015 to Aug-Nov 2016 the number of suspendable incidents decreased from 119 to 77, representing a 35% decline.

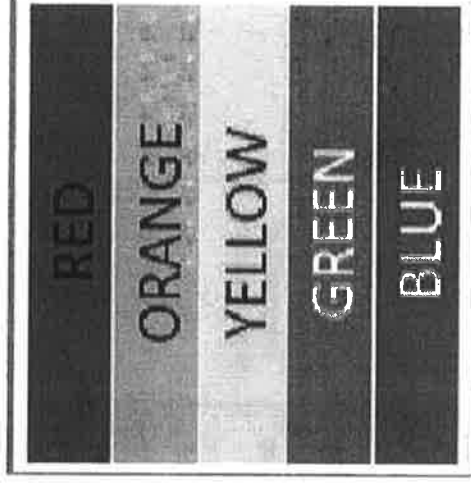
Each cohort of students saw declines except 7th and 8th grade.

## **Accountability (DAC, LCAP, and SPSA)**

- Use metrics defined by the State Board of Education aligned with the 8 state priorities within the 3 categories; *Conditions of Learning, Pupil Outcomes, and Engagement.*
-

## PERFORMANCE CATEGORIES

- The color is identified based on “status” and “change”.
- The target color for all LEAs and schools is green/blue



# EXAMPLE RUBRIC

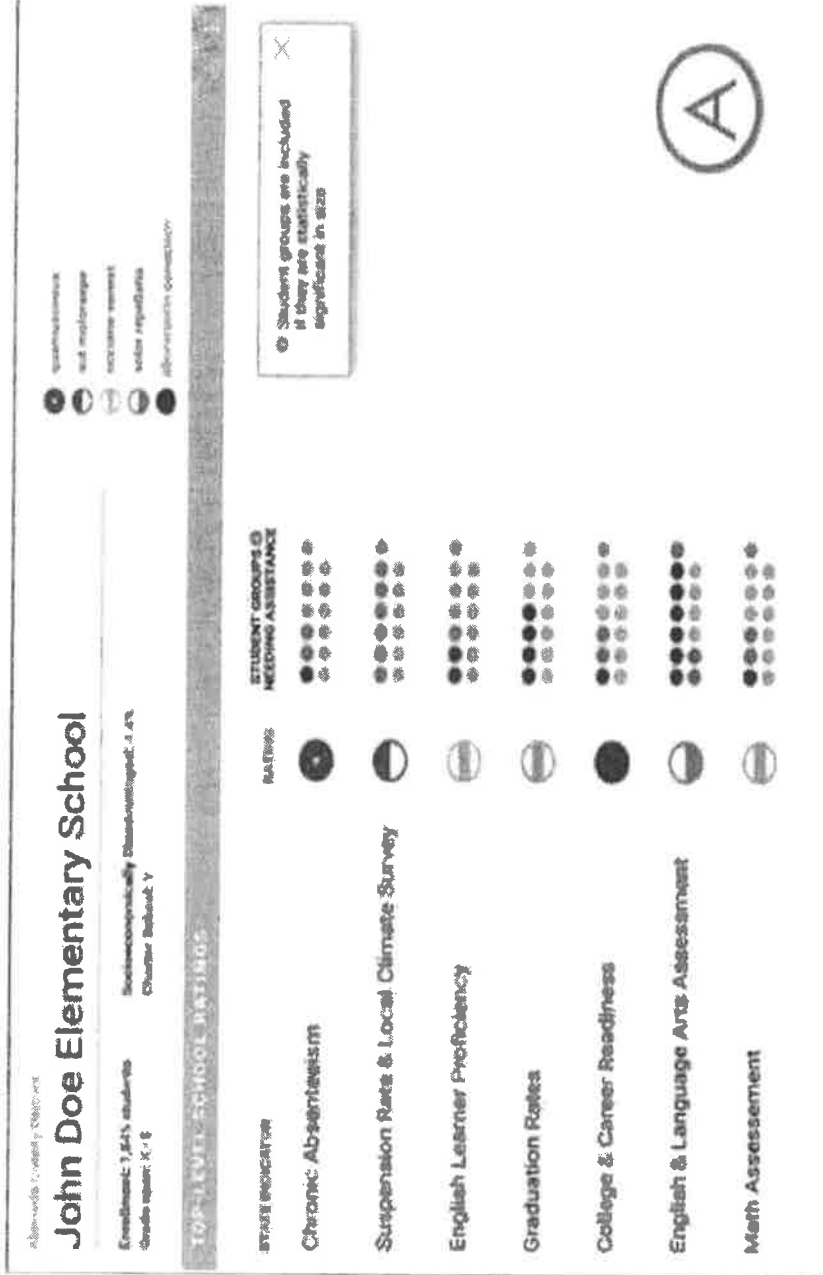
**English Learner Change  
(Change in Percent Progressing Plus Reclassified Students)**

Level	Declined Significantly by more than 10%	Declined by 1.5% to 10%	Maintained Declined or improved by less than 1.5%	Increased by 1.5% to less than 10%	Increased Significantly by 10% or more
<b>Very High</b> 80% or more	Yellow	Green	Blue	Blue	Blue
<b>High</b> 75% to less than 85%	Orange	Yellow	Green	Green	Blue
<b>Median</b> 67% to less than 75%	Orange	Orange	Yellow	Green	Green
<b>Low</b> 60% to less than 67%	Red	Orange	Orange	Yellow	Yellow
<b>Very Low</b> Less than 60%	Red	Red	Red	Orange	Yellow

**English Learner Status  
(Percent Progressing Plus Reclassified Students)**



# SAMPLE OF A DASHBOARD



## **CONCLUSIONS**

- LCFF/LCAP Evaluation Rubrics under development and therefore still evolving (more examples in future presentations)
  - Review and reflect on ways to improve learning for our student subgroups
  - Continue and refine successful practices.
  - Some goals will be modified to match the LCAP.
-

**Questions?**





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## DAC

14 de noviembre 2016

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## Agenda

Tiempo	Descripción
5:30 - 6:00 p.m.	Cena y vitrina de POD
6:00 - 6:30 p.m.	Introducciones, presentación y comentarios
6:30 p.m.	Fin

Cuidado de niños en salón 403

## 2016 - 17 Metas alineados con el LCAP

### 1. Condiciones de Aprendizaje

- Implementar intervenciones en ELA y matemáticas.
- Implementar ELD integrado en cada currículo y coaching en todas las áreas de contenido.
- Calando el currículo de ELA.

## 2016 - 17 Actualizar las condiciones de aprendizaje

- Implementar intervenciones en ELA y matemáticas. Implementar intervenciones en ELA y matemáticas.
  - 13 intervenciones de ELA
  - Añadir Intervenciones de matemáticas durante y después de la escuela
- Implementar ELD integrado en cada currículo y coaching en todas las áreas de contenido. Implementar ELD integrado en cada currículo y "coaching".
  - "Grammar Wall"/Principios del lenguaje en cada salón.

## 2016 - 17 Metas alineados con el LCAP

### 2. Resultados de alumnos

- Aumentar el nivel de los estudiantes que son reclasificados como fluido en inglés (RFEF).
- Utilice un calendario de evaluación para asegurar la retroalimentación oportuna del logro.
- Utilizar métodos de evaluación múltiples para evaluaciones formativas y sumativas para monitorear grupos de estudiantes.

## 2016 - 17 Actualizar los resultados de los alumnos

- Aumentar el nivel de los estudiantes que son reclasificados como fluido en inglés (RFEF).
  - Esperando los resultados del CELDT de este año
  - Utilizar el Plan Maestro EL para impulsar la reclasificación y monitoreo
- Utilice un calendario de evaluación para asegurar la retroalimentación oportuna del logro.
  - Proporcionado a todos los maestros

## 2016 - 17 Actualizar los resultados de los alumnos

- Utilizar métodos de evaluación múltiples para evaluaciones formativas y sumativas para monitorear grupos de estudiantes.
  - STAR 360 (Filtro universal)
  - EADMS (Puntos de referencia de distrito ELA / Matemáticas/ ELD)
  - Evaluaciones del currículo
  - ESGI (Kinder / 1st) y Preparación para el Kindergarten Instantánea
  - Desarrollado por cada maestro
  - CAASPP Pruebas Provisionarias / Pruebas Sumativas (ELA / Matemáticas / Ciencias)
  - CELDT / ELPAC (marzo de 2017, otoño de 2017)

## 2016 - 17 Metas alineados con el LCAP

### 3. Participación

- Proporcionar eventos de alcance familiar durante el año escolar 2016-17.
- Implementar equipos académicos de padres y maestros.
- Disminuya los incidentes de comportamiento y las suspensiones manteniendo un plan de seguridad para toda la escuela.

## 2016 - 17 Actualizar el participación

- Proporcionar eventos de alcance familiar durante el año escolar 2016-17.
  - Café de la mañana, Almuerzo de los padres, Consejo del plantel escolar, PTO (cada mez)
  - ELAC (4 / año)
  - DAC, DELAC, Conferencias de Padres (2 / año)
  - LCAP (durante todo el año)
  - No académico - Carnaval de Halloween, Programa de Navidad, Festival de Danza (durante todo el año)

## 2016 - 17 Actualizar la participación

- Implementar equipos académicos de padres y maestros
  - Calar Equipos académicos de padres y maestros
- Con un plan de seguridad para toda la escuela, disminuiran incidentes y suspensiones de comportamiento
  - Actualmente estamos trabajando en el plan de seguridad
  - Los maestros están entrenados en los procedimientos de seguridad
  - Continuar con el entrenamiento y ampliar el programa de prevención de Bullying

## 2016 - 17 Actualizar la participación

- Disminuir los incidentes de comportamiento y las suspensiones manteniendo un plan de seguridad para toda la escuela

De Agosto a Noviembre del 2015 y de Agosto a Noviembre del 2016 el número de incidentes suspendibles disminuyo de 119 a 77, lo que representa un descenso de 35%

Cada cohorte de estudiantes vio descensos excepto el grado 7 y 8

72  
73

## Responsabilidad (DAC, LCAP, and SPSA)

- Utilizar métricas definidas por la junta de Educación del Estado alineadas con las 8 prioridades estatales dentro de las 3 categorías: Condiciones de aprendizaje, Resultados de los Alumnos, y Participación

## CATEGORÍAS DE RENDIMIENTO

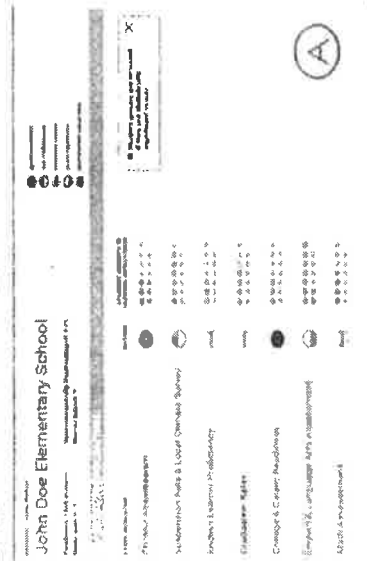
- El color se identifica en función de "estatus" y "cambio."
- El objetivo para todas las LEA y escuelas es verde/azul



## EJEMPLO RUBRIC

English Learner Status (Percent Progressing Prior Redclassified Students)	English Learner Change (Change in Percent Progressing Prior Redclassified Students)			
	Declined Significantly by more than 30%	Declined by 1.0% to 30%	Maintained Declined by less than 1.0%	Increased by 1.0% to more than 10%
Very High 90% or more	Yellow	Green	Blue	Blue
High 75% to more than 90%	Orange	Yellow	Green	Green
Medium 45% to more than 75%	Orange	Orange	Yellow	Green
Low 20% to more than 45%		Orange	Orange	Yellow
Very Low Less than 20%			Orange	Orange

## MUESTRA DE UN TABLERO



## CONCLUSIONES

- Evaluación LCFF/LCAP rúbricas en desarrollo y por lo tanto aún en evolución (más ejemplos en presentaciones futuras)
- Revisar y reflexionar sobre las maneras de mejorar el aprendizaje para nuestros subgrupos estudiantiles
- Continuar y refinar las prácticas exitosas.
- Algunos objetivos se modificarán para que coincida con el LCAP.



Preguntas?



## DISTRICT ADVISORY COMMITTEE/LCAP Meeting

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### Hamilton Elementary School

November 14, 2016  
5:30 to 6:30 p.m.

*Hamilton Elementary School  
Cafeteria*

<b>Time</b>	<b>Description</b>
5:30-6:00 pm	Light Dinner and POD Showcase
6:00-6:30 pm	Introductions, Presentation & Comments
6:30 pm	Adjourn

Daycare and Spanish translation will be provided.



<p style="text-align: center;">RECORDING REQUESTED BY</p> <p style="text-align: center;">WHEN RECORDED MAIL TO</p> <p>NAME: HAMILTON UNIFIED SCHOOL DISTRICT Attention: Diane Lyon</p> <p>MAILING ADDRESS P. O. BOX 488 CITY, STATE: HAMILTON CITY, CA ZIP CODE 95951</p>	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

**NOTICE OF COMPLETION**

NOTICE is hereby given that the undersigned, HAMILTON UNIFIED SCHOOL DISTRICT, the Owner of that certain parcel of land situated in Glenn County, State of California, and described as follows:

**HAMILTON ELEMENTARY SCHOOL  
277 Capay Street  
Hamilton City, CA 95951**

That the HAMILTON UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES, as Owner of said land, did on June 8, 2016 enter into an Agreement with CUMMINGS COMPANY, Inc., to fund and oversee the construction of a Gas Line Replacement Project at Hamilton Elementary School: for a total price of \$63,609.25 (SIXTY THREE THOUSAND, SIX HUNDRED AND NINE DOLLARS AND TWENTY FIVE CENTS); and

That on July 31, 2016, the said contract or work of improvement as a whole was actually completed and accepted by the said HAMILTON UNIFIED SCHOOL DISTRICT, the Owner.

That the name and address of the Owner of said property is as follows:

Hamilton Unified School District  
P.O. Box 488  
Hamilton City, CA 95951

And, the nature of its title to said property is fee simple.

**UNSWORN STATEMENT - CODE OF CIVIL PROCEDURE 2015.5**

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
**CHARLES TRACY, SUPERINTENDENT  
HAMILTON UNIFIED SCHOOL DISTRICT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of the document.

State of California  
County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by \_\_\_\_\_, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

\_\_\_\_\_  
(Signature)

(Seal)

# Hamilton Unified School District

620 Canal Street  
Hamilton City, CA 95951

## School Connected Organization Application/Annual Registration

Name of Organization: HAMILTON CITY BOOSTERS Date: 11-12-16

Purpose of Organization: PROVIDE UNIFORMS TO HHS TEAMS,  
PROVIDE SCHOLARSHIPS TO QUALIFYING ATHLETES,  
HOST AWARD BANQUETS

### Name of Officer(s):

PRESIDENT

Name: BILL LEVERONI

Date of Term: SEPT 12, 2016

Home Address: 358 BELL WAY

City: ORLAND

Zip: 95963

Home Telephone: NA

Work Telephone: 891-6992

Cell Phone (Optional): 228-3738

VICE PRESIDENT

Name: HECTOR GONZALEZ

Date of Term: SEPT 12, 2016

Home Address: PO BOX 596

City: HAMILTON CITY

Zip: 95951

Home Telephone: 570-5962

Work Telephone: 532-5939

Cell Phone (Optional): \_\_\_\_\_

CO-SECRETARY

Name: SHARON AVRIT

Date of Term: SINCE AUG 2012

Home Address: 25465 CLARK AVE.

City: ORLAND

Zip: 95963

Home Telephone: \_\_\_\_\_

Work Telephone: 891-1302

Cell Phone (Optional): 321-8079

TREASURER

Name: MARTINE ZUPPAN

Date of Term: SINCE AUG. 2013

Home Address: 7268 CUTLER AVE.

City: ORLAND

Zip: 95963

Home Telephone: 624-3470

Work Telephone: 342-1271

Cell Phone (Optional): \_\_\_\_\_

\*\*Please list any other officers or ~~PTO~~ Booster Board Members on a separate sheet\*\*

**Additional Names of Officer, for Hamilton Braves Boosters**

**Co-Secretary**

**Name: Christine Engel**

**Date of Term: since August, 2012**

**Home Address: 25965 Moller Ave, Orland 95963**

**Home Phone: 624-2499**

**Work Phone: 826-3261**

**Merchandise Coordinator**

**Name: Heather Wyman**

**Date of Term: since August, 2014**

**Home Address: 6320 C/R 20, Orland 95963**

**Home Phone: 624-0544**

**Work Phone: 865-1255**

**Organizational Banking Information:**

Name of Bank: TRI COUNTIES BANK

Branch Location: ORLAND

Account type and Number: CHECKING ACCT, 055233950

Names of All Account Signers:

1. SHARON AVRIT
2. CHRISTINE ENGEL
3. MARY ZUPPAN & ROBERT YOUNG

**Insurance Information:**

Insurance company your organization utilizes for liability when conducting off campus fund raising and/or organizational business:

- a. You must attach a copy of your insurance certification that denotes Hamilton Unified School District as another named insured on your policy.

Insurance Name: \_\_\_\_\_

Insurance Address: \_\_\_\_\_

Account Number: \_\_\_\_\_

1. Attach a financial statement that details income and expenditures for the past school year (if applicable).
2. Attach a list of fundraisers and anticipated dates for the upcoming school year (Document Title Example: "Fundraisers and Anticipated Dates for the 2015-2016 School Year").
3. Sign the certification within the application regarding Audit and Non-Discrimination (See below).

Once all items are gathered, make an appointment with your site principal for review. The principal will sign below acknowledging the completeness of your application.

*File all documents along with this form with the Office of the Superintendent, 620 Canal Street, Hamilton City, CA 95951 before October 5, annually. Your application/renewal will be placed on the school board agenda the third Monday of every October.*

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Our organization has completed the above application and have attached the required documents as required by Board Policy 1230 (a) and Administrative Regulation 1230 (a) and as noted in the application. Our organization agrees and understands that if requested, it is subject to an audit of our financial records and will cooperate fully with said audit. Our organization agrees that should an audit occur our organization agrees to turn over to the District requested records within 10 days of receiving written notice from the District or its designee.

Further, our organization certifies that we practice non-discrimination as required by Federal, State and Local laws and Board Policy 1230 (a) and Administrative Regulation 1230 (a). Our organization understands that should a complaint of discrimination be filed with the District or with our organization, the officers of the organization must notify the District within 24 hours of the complaint and cooperate fully with any District inquiry regarding the complaint. Our organization agrees to turn over any and all documents that may be germane to resolving the complaint.

Our organization certifies and agrees to and has complied with the terms and conditions of Hamilton Unified School District School-Connected Organization Board Policy 1230 (a) and AR 1230 (a).

By signing below you agree to the above statement and that the information you have provided is true and correct.

Print Name: Bill LEVERONI

Signature: 

Type of Office Held: PRESIDENT, HAMILTON SPORTS BOOSTERS

Date of Application: 11-14-16

Authorized Signer for (organization name): \_\_\_\_\_

**Certification by Site Principal:**

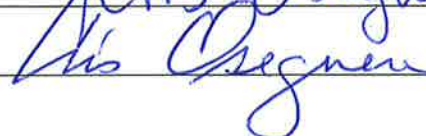
I have reviewed the application and supporting documents finding them to be true and complete:

Organization Name: Hamilton High School Girls & Boys Athletic Booster Club

School Year: 20 16 - 20 17

Date: November 16 2016

Print Name: Cris Oseguera

Signature: 

Hamilton High Booster Financial Statement for November, 2016

**Beginning Balance:** \$60,834.87

**Income:**

Merchandise	\$428.04
Golf Tournament	\$14,138.11
Cash Box Golf Tournament	\$500.00
Membership	\$1,250.00
Interest	\$1.00
<b>Sub Total:</b>	<b>\$16,317.15</b>

**Sub Total:** \$77,152.02

**Expenses:**

Service Charge	\$2.00
Bill Leveroni (merchandise tubs)	\$96.69
Cash Box (Golf Tournament)	\$500.00
Rolling Hills Casino	\$3,550.00
Rolling Hills Casino	\$1,770.00
Rober Young (donuts)	\$52.90
Sprint Wireless	\$16.90
<b>Total Expenses:</b>	<b>\$5,988.49</b>

**Sub Total** \$71,163.53

**Projected Expenses:**

Verlene McCorkle	\$276.00
Jamie Engel	\$176.00
Heather Wyman	\$276.00
Sharon Avrit (raffle payback)	\$113.92
North State (merchandise)	\$881.55
Oscars (sponsor signs)	\$387.00
Awards Company (golf)	\$90.09
Young's Marketing (golf coolers)	\$276.48
Football Uniforms	\$120.90
Football Uniforms	\$5,907.73
<b>Total Projected Expenses</b>	<b>\$8,505.67</b>

**Sub Total:** \$62,657.86

## HAMILTON BOOSTERS 5 YEAR BUDGET PLAN

ITEM	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
<b>BOYS</b>						
CROSS COUNTRY			1500			
BASKETBALL				4000		
BASEBALL	4500			4500		
FOOTBALL-AWAY			6000			6000
FOOTBALL-HOME		6000			6000	
SOCCER		2000				2000
TRACK	2000				2000	
WRESTLING			2000			2000
<b>GIRLS</b>						
BASKETBALL			4000			
SOFTBALL	2500			2500		
VOLLEYBALL	1000		1000		1000	
SOCCER				2000		
CHEERLEADING	500	500	500	500	500	500
<b>MISC.</b>						
AWARDS	1500	1500	1500	1500	1500	1500
BANQUETS	600	600	600	600	600	600
MISC.	900	900	900	900	900	900
SCHOLARSHIPS	1500	1500	1500	1500	1500	1500
<b>STIPENDS</b>						
JV SOFTBALL	1150	1150				
JV BASEBALL	1150	1150				
WRESTLING	1250	1250				
<b>TOTALS</b>	<b>18550</b>	<b>16550</b>	<b>19500</b>	<b>18000</b>	<b>14000</b>	<b>15000</b>

## **Hamilton Sports Boosters**

### **Fundraisers and Anticipated Dates, for the 2016/2017 School Year**

- **Firework Sales, in Hamilton City. Event was from June 28<sup>th</sup> through July 4<sup>th</sup>, 2016.**
- **Annual Golf Tournament, at Sevillano Links, Rolling Hills Casino, in Corning. Event was held on Sunday, Sept 18<sup>th</sup>, 2016.**
- **Sporting Clay Trap Tournament, at Clear Creek Sports Club. Event will be held on April 23<sup>rd</sup>, 2017.**

## History & Introduction

- The club's goal is to provide the best sports equipment, uniforms and supplies for the enjoyment and safety of all students, as well as provide scholarships to qualifying athletes. As with any other activities program, our Athletic Department has needs. Many years ago, parents saw these needs and formed what is now the Hamilton High School Girls & Boys Athletic Booster Club.

We have a wide variety of sports to support, including:

- Baseball
- Softball
- Football
- Wrestling
- Track
- Basketball
- Volleyball
- Soccer
- Cross Country

## Member Activities

- Meet Monthly
- Establish 5 year & Annual Budgets
- Establish Scholarship Amounts
- Set Funding Priorities

## Fund Raising

- Fireworks
- Labor Day Parking
- Raffles & Auctions
- Sale of Boosters collectibles and sporting goods
- Membership Drive / Donations

## Prior Accomplishments

- Five year replacement program for all sports uniforms
- Supported start up of Wrestling Program with mats and uniforms
- Purchased softball pitching machine
- Partially funded the sound system for new football stadium
- Completed football announcers booth (supplying volunteer labor and materials)

## How You Can Help!!

- Become a Member (**anyone can join, whether your child plays sports or not!**)
- Participate in our Fundraisers
- Volunteer at our Athletic Events

Yes I would like to support the club by volunteering my time / Sí, quisiera apoyar al club ofreciendo voluntariamente mi tiempo

Yes, I would like to join the club / Sí, quisiera ensambiar al club

Name / Nombre: \_\_\_\_\_

Address / Domicilio: \_\_\_\_\_

City, Zip / Ciudad, Código: \_\_\_\_\_

Telephone / Teléfono: \_\_\_\_\_

Amount I would like to sponsor / La cantidad yo quisiera patrocinar: \_\_\_\_\_

\$50 -Single - free admission to all home games [not including tournaments] / admisión libre a todos los juegos caseros [no incluyendo torneos]

\$100 - Century - two free admissions to all home games [not including tournaments] / admisión libre para dos a todos los juegos caseros [no incluyendo torneos]

Donation \_\_\_\_\_





California Department of Education  
2016-17 Title III  
LEA Plan Performance Goal 2 Review

November 16, 2016

This is the official report of the review of the Title III Local Educational Agency (LEA) Plan Performance Goal 2 conducted by the California Department of Education (CDE). The LEA Plan was reviewed with a primary focus of determining disbursement of funding allocation to LEAs applying for Title III English Learner (EL) and/or Immigrant Student funds. This review is independent of all other Title III and federal program monitoring reviews.

**Local Educational Agency:** Hamilton Unified (11765620000000)  
**Reviewer:** Gustavo Gonzalez, ggonzalez@cde.ca.gov, 916-319-0420  
**Review Lead:** Sandra Covarrubias, LEAP\_Review@cde.ca.gov, 916-319-0267  
**Spending Authority Date:** 11/16/2016

Program Reviewed
LEA Plan Performance Goal 2 (LEAPG2)

CDE has determined the 2016–17 LEA Plan Performance Goal 2 submitted is “Substantially Approvable” for Title III EL and/or Immigrant program(s).

A “Substantially Approvable” LEA Plan Performance Goal 2 contains all required Title III elements and funding sources for the LEA activities and conforms to the supplement, not supplant requirement (ESEA, sections 3115[g], 3116[b]).

**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Paula Garcia	SS#: --2309
District: Hamilton Unified School District	School: Hamilton High School
Site Administrator: Cris Oseguera	
Assignment: Driver's Education; State Requirements	Grade level: 9 <sup>th</sup> , 10 <sup>th</sup>
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 16, 2016 To: June 9, 2017	

I mutually consent to this assignment.

Teacher's signature: \_\_\_\_\_



Date: 11/18/16

### TEACHER CONSENT FORM

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

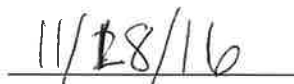
Teacher: Mary Hansen	SS#: --1108
District: Hamilton Unified School District	School: Hamilton High School
Site Administrator: Cris Oseguera	
Assignment: Driver's Education; Keyboarding; Computer Tech; State Requirements	Grade level: 9 <sup>th</sup> , 10 <sup>th</sup>
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 16, 2016 To: June 9, 2017	

I mutually consent to this assignment.

Teacher's signature:



Date:






### TEACHER CONSENT FORM

PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Matt Steele	SS#: --8809
District: Hamilton Unified School District	School: Hamilton High School
Site Administrator: Cris Oseguera	
Assignment: Study Skills; Driver's Education; Career Life Planning; State Requirements	Grade level: 9 <sup>th</sup> , 10 <sup>th</sup>
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 16, 2016 To: June 9, 2017	

I mutually consent to this assignment.

Teacher's signature:  Date: 11-18-16

**State of California**

**EDUCATION CODE**

**Section 44256**

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44256. Authorization for teaching credentials shall be of four basic kinds, as defined below:

(a) "Single subject instruction" means the practice of assignment of teachers and students to specified subject matter courses, as is commonly practiced in California high schools and most California junior high schools. The holder of a single subject teaching credential or a standard secondary credential or a special secondary teaching credential, as defined in this subdivision, who has completed 20 semester hours of coursework or 10 semester hours of upper division or graduate coursework approved by the commission at an accredited institution in any subject commonly taught in grades 7 to 12, inclusive, other than the subject for which he or she is already certificated to teach, shall be eligible to have this subject appear on the credential as an authorization to teach this subject. The commission, by regulation, may require that evidence of additional competence is a condition for instruction in particular subjects, including, but not limited to, foreign languages. The commission may establish and implement alternative requirements for additional authorizations to the single subject credential on the basis of specialized needs. For purposes of this subdivision, a special secondary teaching credential means a special secondary teaching credential issued on the basis of at least a baccalaureate degree, a student teaching requirement, and 24 semester units of coursework in the subject specialty of the credential.

(b) "Multiple subject instruction" means the practice of assignment of teachers and students for multiple subject matter instruction, as is commonly practiced in California elementary schools and as is commonly practiced in early childhood education.

The holder of a multiple subject teaching credential or a standard elementary credential who has completed 20 semester hours of coursework or 10 semester hours of upper division or graduate coursework approved by the commission at an accredited institution in any subject commonly taught in grades 9 and below shall be eligible to have that subject appear on the credential as authorization to teach the subject in departmentalized classes in grades 9 and below. The governing board of a school district by resolution may authorize the holder of a multiple subject teaching credential or a standard elementary credential to teach any subject in departmentalized classes to a given class or group of students below grade 9, provided that the teacher has completed at least 12 semester units, or six upper division or graduate units, of coursework at an accredited institution in each subject to be taught. The authorization shall be with the teacher's consent. However, the commission, by regulation, may

provide that evidence of additional competence is necessary for instruction in particular subjects, including, but not limited to, foreign languages. The commission may establish and implement alternative requirements for additional authorizations to the multiple subject credential on the basis of specialized needs.

(c) "Specialist instruction" means any specialty requiring advanced preparation or special competence, including, but not limited to, reading specialist, mathematics specialist, specialist in special education, or early childhood education, and such other specialties as the commission may determine.

(d) "Designated subjects" means the practice of assignment of teachers and students to designated technical, trade, or career technical courses which courses may be part of a program of trade, technical, or career technical education.

(Amended by Stats. 2008, Ch. 223, Sec. 3. Effective January 1, 2009.)