

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, April 23, 2025

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

OPEN SESSION

5:30 p.m.

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

CLOSED SESSION

- **Personnel** *(Pursuant to Government Code 54956.9, Trustees will adjourn to Closed Session to discuss the items listed below. The items to be discussed shall be announced in accordance with Government Code Section 54954.5 and/or under Education Code Provisions)*
 - Conference with Labor Negotiators (GC 54957)
 - Agency Representatives: J. Gabler & J. Martinez
 - Employee Organization: HETA; CSEA

OPEN SESSION

6:00 p.m.

Take action on closed session items

1. PRESENTATIONS, REPORTS AND COMMUNICATIONS

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

- a) Public comments
- b) Board and staff comments
- c) Review dates to remember

2. CONSENT ITEMS

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

- a) Accept warrant listings dated April 2, 2025; April 4, 2025; April 9, 2025; April 11, 2025.
- b) Approve minutes of the Regular Board Meeting held on April 9, 2025.
- c) Approve donation:
 - \$3663.80 from Jefferson Parent Teacher Club for Jefferson Academy.
 - 48 dictionaries from Rotary Club of Hanford for Jefferson Academy.
 - \$750.00 from the Tech Interactive for Washington Elementary.

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

3. INFORMATION ITEMS

- a) Receive for information a report from the District Parent Advisory Committee for the meeting held on March 18, 2025 (Heugly)
- b) Receive for information a report from the District English Learner Advisory Committee for the meeting held on March 20, 2025 (Heugly)
- c) Receive for information the monthly financial reports for the period of 07/01/2024-03/31/2025 (Endo)
- d) Receive for information the revised Board Policy and Administrative Regulation 3311 – Bids (Endo)
- e) Receive for information the revised Board Policy and Administrative Regulation 3311.1 – Uniform Public Construction Cost Accounting Procedures (Endo)
- f) Receive for information the revised Board Policy and new Administrative Regulation 6142.8 – Comprehensive Health Education

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of change order #15 – Woodrow Wilson’s new Administration Building (Gabler)
- b) Consider approval of change order #7 – Monroe Elementary’s new TK Classroom (Gabler)
- c) Consider approval of the Hanford Elementary Teachers Association’s (HETA’s) initial proposal for a successor agreement between HESD and HETA beginning with the 2025-2026 school year (Martinez)
- d) Consider approval of HESD’s initial proposal for a successor agreement with HETA beginning with the 2025-2026 school year (Martinez)
- e) Consider approval of revised Board Policy 5116.2 – Involuntary Student Transfers (Strickland)

5. PERSONNEL (Martinez)

a) Employment

Certificated

- Kelsey Lopez, Art Teacher, Probationary, effective 8/7/25
- Benjamin Wickenden, Art Teacher, Probationary, effective 8/7/25
- Lisa Polder, Special Education Teacher, Probationary, effective 8/7/25
- Olivia Gebhart, Special Education Teacher, Probationary (Intern), effective 8/7/25

Classified

- Alissandra Cortez, READY Program Tutor – 4.5 hrs., Simas, effective 4/7/25
- Brian Najar-Carrillo, READY Program Tutor – 4.5 hrs., King, effective 4/7/25

Classified Temps/Subs

- Brianna McIntyre, Substitute Yard Supervisor, effective 4/1/25
- Melisa Rodriguez Medel, Substitute Paraprofessional (TK/K), Translator: Oral Interpreter and Translator: Written Translator, effective 4/1/25
- Melissa Tolano, Substitute Yard Supervisor, effective 3/31/25

Short Term Contracts

- Wylee Barajas, Short-Term Yard Supervisor – 2.25 hrs., Hamilton, effective 4/7/25-5/2/25
- Debra Cawley, Short-Term Nurse – 8.0 hrs., Roosevelt/Washington, effective 4/7/25-6/7/25

- Ava Holmes, Short-Term Yard Supervisor – 2.0 hrs., Monroe, effective 4/22/25-6/6/25
- Patricia Soper, Short-Term Nurse – 8.0 hrs., Roosevelt/Washington, effective 4/7/25-6/7/25

b) Resignations

Classified

- Olivia Gebhart, Special Education Aide – 5.0 hrs., Washington, effective 6/6/25
- Ariana Trujillo, Educational Tutor, K-8 – 4.5 hrs., King, effective 5/23/25
REVISED
- Milagros Valdenegro, READY Program Tutor – 4.5 hrs., Jefferson, effective 6/6/25
- Daisy Wallace, Licensed Vocational Nurse (Bilingual) – 8.0 hrs., Monroe, effective 7/18/25

Retirements

- Janine Parsons, Library/Media Technician – 8.0 hrs., Washington, effective 6/13/25
- Lisa Puente, Yard Supervisor – 2.5 hrs., King, effective 3/28/25

Release of At-Will Employee – Lack of available work due to PERS rules and regulations

- Leslie Arakelian, Substitute Clerk Typist I and Student Specialist, effective 1/11/24
- Oscar Barron Jr., Substitute Licensed Vocational Nurse and Yard Supervisor, effective 2/20/24
- James Landolt, Substitute Yard Supervisor, effective 10/4/24
- Raymond Mueller, Substitute Personnel Specialist, Warehouse/Reprographics and Mail Technician and Administrative Secretary I, effective 8/11/23
- Lorene Silva, Substitute Account Technician IV, effective 9/18/24
- Susanne Springer, Substitute Clerk Typist I/II and Yard Supervisor, effective 9/6/24
- Sandra Virden, Substitute Yard Supervisor, effective 10/4/24
- Gina Wibeto, Substitute Food Service Worker I, Food Service Worker II and Food Service Utility Worker, effective 9/30/24

c) Volunteers

<u>Name</u>	<u>School</u>
Randi Silkwood	Hamilton
Maria Canchola-Delgado	Jefferson
Yadira Martinez Patino	Jefferson
Mireya Gomez	King
Lisa Puente	King
Elizabeth Botello	Lincoln
Hannah Felix	Lincoln
Estavan Mendez	Lincoln
Lorreta Oquita	Lincoln
Diana Vargas	Lincoln
Mayra Avila	Roosevelt
Alexis Flores	Roosevelt

<u>Name</u>	<u>School</u>
Elizabeth Perez Tiscareno	Roosevelt
Tara Borba	Simas
Linda Danley	Simas
Priscilla Sosa	Washington

6. FINANCIAL (Endo)

- a) Consider adoption of the Resolution #29-25 Authorizing Filing of Application(s) for State Allocation Board Administered Programs

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/11/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 04/23/2025

ITEM:

Consider approval of warrants.

PURPOSE:

The administration is requesting the approval of the warrants as listed on the registers dated: 04/02/25, 04/04/25, 04/09/25 and 04/11/25.

FISCAL IMPACT:

See attached.

RECOMMENDATIONS:

Approve the warrants.

**Warrant Register For Warrants
Dated 04/02/2025**

Warrant Number	Vendor Number	Vendor Name	Amount
12773292	6552	CHILDREN'S STORYBOOK GARDEN – Study Trips	\$720.00
12773293	2829	FASHION CLEANERS – Services	\$24.00
12773294	8024	ROYALE MANAGEMENT GROUP LLC – Other Services	\$998.50
12773295	4031	SIX FLAGS MAGIC MOUNTAIN – Field Trip	\$19,390.34
Total Amount of All Warrants:			\$21,132.84

Warrant Register For Warrants Dated 04/04/2025

Warrant Number	Vendor Number	Vendor Name	Amount
12773351	8578	300 800 GRILL – Materials/Supplies	\$625.00
12773352	8558	ACADEMY FOR EDUCATIONAL EXCELLENCE – Other Services	\$950.00
12773353	8180	AIRGAS INC. – Materials/Supplies	\$265.50
12773354	6431	AMAZON.COM – Materials/Supplies	\$12,599.63
12773355	7230	ARDENT GENERAL INC – Woodrow Admin Project	\$135,006.60
12773356	6253	AT&T – Telephone Communications	\$63.56
12773357	7690	ANDREA MONIQUE AUGUSTO – Materials/Supplies	\$150.00
12773358	8059	BRITTNEE BARNES – Advance-Travel/Conference, Mileage	\$550.16
12773359	1690	BATTERY SYSTEMS – Materials/Supplies	\$2,471.60
12773360	8531	ANGELA BAYER – Other Services	\$7,750.00
12773361	149	BLICK ART MATERIALS – Materials/Supplies	\$98.41
12773362	5796	BOWLERO VISALIA – Lincoln Field Trip	\$943.32
12773363	184	BUREAU OF EDUCATION & RESEARCH – Travel/Conference	\$620.00
12773364	3654	JOSEFA BUSTOS-PELAYO – Reimburse-Mileage	\$12.06
12773365	8595	CALIFORNIA PUBLIC EMPLOYEES' – Other Fees	\$800,000.00
12773366	303	CHAFFEE ZOO – Richmond Study Trip	\$534.00
12773367	8479	CHARTER UP LLC – Other Services	\$10,721.37
12773368	6552	CHILDREN'S STORYBOOK GARDEN – Study Trips	\$900.00
12773369	324	CHILDS & COMPANY INC. – Materials/Supplies	\$507.21
12773370	3200	CROWN AWARDS – Materials/Supplies	\$2,355.88
12773371	8552	FOLLETT SOFTWARE LLC – Other Services	\$28,011.80
12773372	8284	FORD FARMS – Roosevelt Study Trip	\$60.00
12773373	1393	GAS COMPANY – Utilities	\$4,834.76
12773374	599	GOPHER SPORT – Materials/Supplies	\$3,431.92
12773375	7673	STEPHEN L. HAHN INSPECTIONS – Monroe TK/K, WW Admin Projects	\$6,750.00
12773376	632	CITY OF HANFORD – Utilities	\$29,883.78
12773377	2188	THE HOME DEPOT PRO – Warehouse Inventory	\$2,061.87
12773378	8485	ICOOK AFTER SCHOOL – Other Services	\$2,484.00
12773379	2062	JOHN'S INCREDIBLE PIZZA – Band Field Trip	\$2,388.61
12773380	8237	THE KARATE SCHOOL – Materials/Supplies	\$2,413.13
12773381	806	KINGS COUNTY TROPHY – Materials/Supplies	\$120.12
12773382	838	LAWRENCE TRACTOR COMPANY – Materials/Supplies	\$2,918.77
12773383	7898	LIVE THE LIFE YOU CREATE LLC – Other Services	\$2,800.00
12773384	4629	LOWE'S OF HANFORD – Materials/Supplies	\$924.23
12773385	977	ORAL MICHAM INC – Monroe TK/K Project	\$665,844.08
12773386	8015	MISSION BANK – Monroe TK/K Project	\$35,044.41
12773387	1004	MORRISON'S SILKSCREEN – Materials/Supplies	\$579.15
12773388	8100	NAPA AUTO PARTS – Materials/Supplies	\$925.10
12773389	5510	NEWEGG.COM – Materials/Supplies	\$128.38
12773390	4188	CHAD NIELSEN – Reimburse-Mileage	\$55.51
12773391	8589	OFF THE VINE – Materials/Supplies	\$400.00
12773392	8210	PACIFIC SHREDDING – Services	\$210.00
12773393	1285	SAFETY-KLEEN SYSTEMS INC. – Other Services	\$326.47
12773394	6328	SAM ACADEMY – Lincoln Field Trip	\$2,250.00
12773395	4294	SAN JOAQUIN COUNTY OFFICE OF ED – Other Services	\$4,338.00
12773396	1303	SAVE MART SUPERMARKETS – Food Services-Food	\$284.94
12773397	7979	SENSORY ROCK LLC – Study Trips	\$1,000.00
12773398	1356	SILVAS OIL COMPANY INC. – Materials/Supplies	\$748.92

Warrant Register For Warrants Dated 04/04/2025

Warrant Number	Vendor Number	Vendor Name	Amount
12773399	1374	SMART & FINAL STORES (HFD DO) – Materials/Supplies	\$1,090.20
12773400	1801	SMART & FINAL STORES (HFD KIT) – Food Services-Food	\$323.81
12773401	1392	SOUTHERN CALIFORNIA EDISON CO. – Utilities	\$26,322.71
12773402	8528	SWEET PALETTE BAKERY – Materials/Supplies	\$145.00
12773403	8593	MELISSA TOLANO – Reimburse-Other Services	\$20.00
12773404	4114	TULARE COUNTY OFFICE OF EDUCATION – Travel/Conference	\$1,030.00
12773405	1521	UNITED REFRIGERATION INC. – Materials/Supplies	\$3,836.38
12773406	8245	VALLEY PAINT & SUPPLY LLC – Materials/Supplies	\$178.70
12773407	1558	VERIZON WIRELESS – Telephone Communications	\$1,435.05
12773408	21	VISALIA ADVENTURE PARK – Lincoln Field Trip	\$1,490.00
12773409	1575	WALMART COMMUNITY RFCSLLC – Materials/Supplies	\$1,713.49
12773410	1603	WESTERN BUILDING MATERIALS – Materials/Supplies	\$388.33
Total Amount of All Warrants:			\$ 1,816,315.92

Credit Card Register For Payments
Dated 04/04/2025

Document Number	Vendor Number	Vendor Name	Amount
14041289	3599	4IMPRINT INC – Materials/Supplies	\$645.61
14041290	415	DELRAY TIRE & RETREADING INC. – Services/Repair	\$723.80
14041291	509	EWING IRRIGATION PRODUCTS – Materials/Supplies	\$820.61
14041292	5280	J&E RESTAURANT SUPPLY INC – Equipment	\$66,314.83
14041293	5840	KELLY SPICERS STORES – Materials/Supplies	\$144.17
14041294	854	LIBRARY STORE INC. – Materials/Supplies	\$100.19
14041295	934	MASTER TEACHER – Materials/Supplies	\$3,649.75
14041296	1802	MEDALLION SUPPLY – Materials/Supplies	\$3,422.68
14041297	1002	MORGAN & SLATES INC. – Materials/Supplies	\$346.30
14041298	1071	ORIENTAL TRADING CO. INC. – Materials/Supplies	\$2,236.11
14041299	1121	PERMA-BOUND – Books	\$166.28
Total Amount of All Credit Card Payments:			\$78,570.33

**Warrant Register For Warrants
Dated 04/09/2025**

Warrant Number	Vendor Number	Vendor Name	Amount
12773822	6552	CHILDREN'S STORYBOOK GARDEN – Hamilton Study Trip	\$180.00
Total Amount of All Warrants:			\$180.00

Warrant Register For Warrants Dated 04/11/2025

Warrant Number	Vendor Number	Vendor Name	Amount
12773990	6374	ABLE RECOGNITION – Materials/Supplies	\$1,223.45
12773991	8598	ALLEN CHRISTIAN ALTAMIRANO – Reissue Payroll	\$134.66
12773992	6431	AMAZON.COM – Materials/Supplies	\$13,069.85
12773993	6253	AT&T – Telephone Communications	\$162.36
12773994	91	AUTOMATED OFFICE SYSTEMS – Materials/Supplies	\$5,207.42
12773995	113	BARNES AND NOBLE-5886056 – Books	\$361.60
12773996	7399	BIMBO BAKERIES USA – Food Services-Food	\$1,676.34
12773997	149	BLICK ART MATERIALS – Materials/Supplies	\$18.58
12773998	6658	BRICKS4KIDZ – Other Services	\$1,170.00
12773999	8406	BRIGAIID LLC – Food Services-Other Services	\$14,583.33
12774000	267	CORINA CARRERA – Food Services-Mileage Reimbursement	\$10.22
12774001	355	CDT INC. – Other Services	\$45.00
12774002	1667	CDW GOVERNMENT INC. – Materials/Supplies	\$321.67
12774003	303	CHAFFEE ZOO – Study Trips	\$3,006.00
12774004	304	NICK CHAMPI ENTERPRISES INC. – Monroe TK/K Project	\$4,800.00
12774005	8479	CHARTER UP LLC – Other Services	\$52,106.51
12774006	344	CMEA TREASURER CENTRAL SECTION – Woodrow Entry Fee	\$100.00
12774007	405	DASSEL'S PETROLEUM INC. – Food Services-Materials/Supplies	\$833.62
12774008	415	DELRAY TIRE & RETREADING INC. – Services/Repair	\$3,277.71
12774009	7649	ANTHONY DIAZ – Refund Payroll	\$380.63
12774010	433	DISCOVERY CENTER – Other Services	\$1,122.00
12774011	2155	JAVIER ESPINDOLA – Reimburse-Study Trip	\$356.40
12774012	8489	JEFFREY RHODEN FABRY – Other Services	\$2,300.00
12774013	7699	EVELYN GALVAN – Reimburse-Materials/Supplies	\$67.04
12774014	2290	ROBERT A. GARCIA – Reissue Payroll	\$2.87
12774015	7692	TANIA GARCIA – Reimburse-Other Services	\$95.00
12774016	8599	ELIZABETH GARDEA – Refund Payroll	\$7.01
12774017	1393	GAS COMPANY – Utilities	\$2,633.87
12774018	591	GOLD STAR FOODS – Food Services-Food	\$34,766.08
12774019	599	GOPHER SPORT – Materials/Supplies	\$639.25
12774020	8592	DAVID GREEN – Other Services	\$600.00
12774021	506	HAND2MIND INC – Materials/Supplies	\$501.25
12774022	631	CITY OF HANFORD – Other Services	\$45.00
12774023	8246	MANDI HANSEN – Reimburse-Materials/Supplies	\$181.18
12774024	8093	HB3 LITERACY LLC – Other Services	\$28,000.00
12774025	5855	HOBBY LOBBY – Materials/Supplies	\$671.84
12774026	8485	ICOOK AFTER SCHOOL – Other Services	\$5,796.00
12774027	8257	IMPERIAL BAG & PAPER CO LLC – Food Services-Materials/Supplies	\$4,189.49
12774028	8545	ISTEAM AFTER SCHOOL LLC – Other Services	\$6,072.00
12774029	7412	AUDRA JAURIGUI – Food Services-Mileage Reimbursement	\$53.83
12774030	8062	CITLALI JIMENEZ-GARCIA – Food Services-Mileage Reimbursement	\$43.33
12774031	8293	REGAN JORDAN – Reissue Payroll	\$69.26
12774032	8237	THE KARATE SCHOOL – Other Services	\$3,995.00
12774033	801	KINGS COUNTY MOBILE LOCKSMITH – Services/Repair	\$1,275.75
12774034	808	KINGS WASTE & RECYCLING – Utilities	\$171.25
12774035	7522	LANE ENGINEERS INC – Woodrow Admin, Monroe TK/K Projects	\$990.00
12774036	986	LAWNMOWER MAN – Materials/Supplies, Services/Repair	\$437.66
12774037	912	MANGINI ASSOCIATES INC. – Monroe TK/K, WW Admin & Monroe Mod	\$11,594.88

Warrant Register For Warrants Dated 04/11/2025

Warrant Number	Vendor Number	Vendor Name	Amount
12774038	7998	SOPHIA MARAVILLA – Reissue Payroll	\$3,330.73
12774039	7868	ZACHARY MARTIN – Reissue Payroll	\$3,709.53
12774040	1937	ME-N-ED'S PIZZERIA – Materials/Supplies	\$562.53
12774041	2491	MID-COUNTY FIRE EXTINGUISHER – Services/Repair	\$86.86
12774042	1004	MORRISON'S SILKSCREEN – Materials/Supplies	\$1,033.89
12774043	8435	N HARRIS COMPUTER CORPORATION – Food Services-Other Services	\$105.00
12774044	1058	ODP BUSINESS SOLUTIONS LLC – Materials/Supplies	\$283.23
12774045	7203	PARADIGM HEALTHCARE SERVICES LLC. – Other Services	\$1,330.40
12774046	3407	STEPHANIE PARKS – Reimburse-Materials/Supplies	\$33.98
12774047	7536	LISA POLDER – Other Services	\$12,000.00
12774048	7445	PRO-PT – Other Services	\$110.00
12774049	8222	PRO-SCREEN INC. – Materials/Supplies, Services/Repair	\$10,696.76
12774050	1168	PRODUCERS DAIRY PRODUCTS – Food Services-Food	\$15,818.40
12774051	7580	PRUDENTIAL OVERALL SUPPLY – Other Services	\$3,168.63
12774052	7580	PRUDENTIAL OVERALL SUPPLY – Food Services-Other Services	\$99.08
12774053	7580	PRUDENTIAL OVERALL SUPPLY – Food Services-Other Services	\$145.22
12774054	1188	QUILL LLC – Warehouse Inventory	\$2,053.97
12774055	6328	SAM ACADEMY – MLK Study Trip	\$3,187.50
12774056	7693	REGINA SANTIAGO – Food Services-Mileage Reimbursement	\$34.16
12774057	1303	SAVE MART SUPERMARKETS – Food Services-Food	\$291.90
12774058	6533	SCHOOL LIFE – Materials/Supplies	\$139.04
12774059	1374	SMART & FINAL STORES (HFD DO) – Materials/Supplies	\$465.08
12774060	1801	SMART & FINAL STORES (HFD KIT) – Food Services-Food	\$330.89
12774061	1392	SOUTHERN CALIFORNIA EDISON CO. – Utilities	\$1,942.82
12774062	1403	STANISLAUS FOUNDATION – DENTAL – Health/Welfare Benefits	\$49,959.37
12774063	1444	SYSCO FOODSERVICES OF MODESTO – Food Services-Food	\$59,257.57
12774064	8532	SYSTEM LIQUIDATION – Materials/Supplies	\$118,650.00
12774065	7328	MIRIAM THOMPSON – Food Services-Mileage Reimbursement	\$7.42
12774066	8163	TOLTECMEDIA – Track Entry Fees	\$5,625.00
12774067	1503	TULARE-KINGS MUSIC ED. ASSOC. – JFK Entry Fee	\$150.00
12774068	7210	JESSICA VALENCIA – Reimburse-Materials/Supplies	\$25.17
12774069	7106	VERBENA NURSERY – Materials/Supplies	\$2,230.42
12774070	21	VISALIA ADVENTURE PARK – Jefferson, Washington Field Trips	\$2,866.00
12774071	7352	WILD WATER ADVENTURE PARK – Jefferson Field Trip	\$892.04
12774072	8389	WONDER VALLEY RANCH RESORT – Roosevelt Study Trip	\$3,990.00
12774073	7319	YOSEMITE MOUNTAIN – Monroe Study Trip	\$2,112.00
12774074	8156	ZONAR SYSTEMS INC – Materials/Supplies, Other Services	\$1,679.02
Total Amount of All Warrants:			\$517,569.80

Credit Card Register For Payments Dated 04/11/2025

Document Number	Vendor Number	Vendor Name	Amount
14041351	7836	FOLLETT CONTENT SOLUTIONS LLC – Books	\$165.39
14041352	4514	HUBERT COMPANY – Food Services-Materials/Supplies	\$129.71
14041353	5280	J&E RESTAURANT SUPPLY INC – Food Services-Equipment	\$65,352.79
14041354	1071	ORIENTAL TRADING CO. INC. – Materials/Supplies	\$54.02
14041355	1121	PERMA-BOUND – Books	\$395.16
14041356	1466	TERMINIX COMMERCIAL – Services	\$536.76
14041357	1747	TERMINIX INTERNATIONAL – Food Services-Other Services	\$42.40

Total Amount of All Credit Card Payments:

\$66,676.23

Hanford Elementary School District
Minutes of the Regular Board Meeting
April 9, 2025

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on April 9, 2025, at the District Office Board Room, 714 N. White Street, Hanford, CA.

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

HESD Managers Present Joy C. Gabler, Superintendent, and the following administrators were present: Kristina Baldwin, Christy Goins, David Endo, David Goldsmith, Robert Heugly, Jaime Martinez, Jill Rubalcava, Cruz Sanchez-Leal, and Jay Strickland.

PRESENTATION, REPORTS AND COMMUNICATIONS

Public Comments No public comments were received.

Board and Staff Comments Superintendent, Joy Gabler, reminded the Board of the Monroe Blue Ribbon Ceremony being held this Friday.

Gina Young, a teacher at Monroe Elementary and a member of the Hanford Elementary Teacher's Association (HETA) negotiating team, was present in light of the upcoming negotiations. She asked the Board if they had any questions. Vice-President Garner asked who is in the negotiating team. Gina responded that the team includes herself, Crystal Avila, Sara Alexander, Peter Gonsalves, and Garrett Toy. Jaime Martinez, Assistant Superintendent, thanked Gina for being present and expressed he was grateful to work with the negotiating team and looked forward to reaching an agreement.

Dates to Remember President Garcia reviewed dates to remember: Monroe-Blue Ribbon Ceremony – April 11th; Minimum Day – April 11th; Spring Break – April 14th to April 21st.

2025 HESD Excellence in Education Honorees The Board and Superintendent Gabler recognized the 2025 HESD Excellence in Education Honorees:

- Raechelle Berna – 8th Grade Teacher at John F. Kennedy Junior High
- Gloria Molina – Bilingual Aide at John F. Kennedy Junior High
- Lindsey Calvillo – Principal at Lee Richmond Elementary
- Jessica Valencia – Administrative Assistant to District Office

CONSENT ITEMS

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

Garcia – Yes
 Garner – Yes
 Hernandez – Yes

Revious – Yes
Strickland – Yes

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

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

The items approved are as follows:

- a) Warrant listings dated March 19, 2025; March 21, 2025; March 26, 2025 and March 28, 2025.
- b) Minutes of the Regular Board Meeting held on March 26, 2025.
- c) Interdistrict transfers as recommended.
- d) Donation:
 - \$700.00 from Washington Parent Teacher Club for Washington Elementary.
 - 88 dictionaries from Rotary Club of Hanford for Monroe Elementary.
 - \$250.00 from Charities Aid Foundation America to Roosevelt Elementary.
 -

Vice-President Garner thanked donor for donations.

INFORMATION ITEMS

Williams Uniform Complaints

- a) Joy Gabler, Superintendent, presented for information the third quarter report regarding Williams Uniform Complaints. She stated she was happy to report a clean report.

HETA’s Initial Proposal

- b) Jaime Martinez, Assistant Superintendent to Human Resources, presented for information the Hanford Elementary Teachers Association’s (HETA’s) Initial Proposal for a Successor Agreement between Hanford Elementary School District (HESD) and HETA.

District’s Initial Proposal

- c) Jaime Martinez, Assistant Superintendent to Human Resources, presented for information the Receive the District’s Initial Proposal for a Successor Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (HETA).

AR 5116.2

- d) Jay Strickland, Assistant Superintendent, presented for information the revised Board Policy 5116.2 – Involuntary Student Transfers.

BOARD POLICIES AND ADMINISTRATION

Resolution #25-25

- a) Trustee Strickland made a motion to adopt Resolution #25-25: Regarding Absent Board Member Compensation – R. Garcia. Trustee Garner seconded; motion carried 5-0:
Garcia – Yes

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

**Surplus –
Technology
Inventory**

- b) Trustee Revious made a motion to declare surplus technology inventory. Trustee Garner seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

**2024-25 School
Plans**

- c) Trustee Garner made a motion to approve the updated 2024-2025 School Plans for Student Achievement. Trustee Hernandez seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

Bricks 4 Kidz

- d) Trustee Strickland made a motion to approve the consultant contract with Bricks 4 Kidz to provide engineering-based enrichment activities for students in the summer program. Trustee Revious seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

**Fresno
Discovery
Center**

- e) Trustee Strickland made a motion to approve the consultant contract with Fresno Discovery Center to provide science-based enrichment activities for students in the summer program. Trustee Revious seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

TCOE

- f) Trustee Garner made a motion to approve the consultant contract with Tulare County Office of Education to provide drama-based enrichment activities for students in the summer program. Trustee Hernandez seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

- Karate School** g) Trustee Strickland made a motion to approve the consultant contract with The Karate School to provide karate instruction to students in the summer program. Trustee Revious seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- BP/AR 3100** h) Trustee Garner made a motion to approve the revised Board Policy and Administrative Regulation 3100 – Budget. Trustee Revious seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- BP/AR 3280** i) Trustee Revious made a motion to approve the revised Board Policy and Administrative Regulation 3280 – Sale or Lease of District-Owned Real Property. Trustee Hernandez seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- BP/AR 3320** j) Trustee Revious made a motion to approve the revised Board Policy and Administrative Regulation 3320 – Claim and Actions Against the District. Trustee Garner seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes
- AR 5141.21** k) Trustee Hernandez made a motion to approve the revised Administrative Regulation 5141.21 – Administering Medication and Monitoring Health Conditions. Trustee Revious seconded; motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

PERSONNEL

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

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

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

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

The following items were approved:

***Item "a" –
Employment***

Certificated

- Cailleigh Barlow, Special Education Teacher, Probationary, effective 08/7/25
- Paige Clarke, Special Education Teacher, Probationary, effective 08/7/25

Classified

- Juana Martinez Leon, Yard Supervisor – 3.5 hrs., Roosevelt, effective 03/13/25

Classified Temps/Subs

- Anthony Bursiaga, Athletic Coach, effective 03/20/25
- Rachel Copeland, Substitute Special Education Aide, effective 03/24/25
- Aden Duran, Athletic Coach, effective 03/17/25
- Maurice Danielle McFadden, Athletic Coach, effective 03/21/25
- Aaron Sparks, Athletic Coach, effective 03/17/25

More Hours/Days

- Stacy Freitas, from Food Service Utility Worker – 3.5 hrs., Food Services, to Food Service Utility Worker – 5.75 hrs., Food Services, effective 03/26/25

Short Term Classified

- Ava Holmes, Short-Term Yard Supervisor – 2.0 hrs., Monroe, effective 03/17/25-04/11/25

Temporary Out of Class Assignment

- Austin Lourenco, from Delivery Worker: Mail & Materials – 8.0 hrs., DSF-Warehouse, to Warehouse/Reprographics & Mail Technician – 8.0 hrs., DSF-Warehouse, effective 03/12/25-03/28/25

Employment and Certification of Temporary Athletic Team Coaches pursuant to

Title 5 CCR 5594

- Anthony Bursiaga, 7th Boys Baseball, Wilson, effective 03/20/25-05/14/25
- Aden Duran, 8th Boys Baseball, Wilson, effective 03/17/25-05/14/25
- Elias Estrada, 4-6th Boys Track, Lincoln, effective 03/10/25-05/03/25
- Stephanie Felix, 7th Girls Softball, Kennedy, effective 03/03/25-04/26/25
- Jason Lynn, 7th Boys Baseball, Kennedy, effective 03/10/25-05/14/25
- Isabelle Madera, 8th Girls Softball, Kennedy, effective 03/03/25-04/26/25
- Maurice Danielle McFadden, 4-6th Girls Track, Lincoln, effective 03/21/25-05/03/25

- Zelante Mims, 4-6th Boys/Girls Track, Hamilton, effective 03/10/25-05/03/25
- Michael Quiñones, 4-6th Girls Track, Washington, effective 03/10/25-05/03/25
- Steven Santiago, 8th Boys Baseball, Kennedy, effective 03/10/25-05/14/25
- Aaron Sparks, 4-6th Girls Track, King, effective 03/17/25-05/03/25

Item "b" – Leave of Absence

- Jennifer Fautleroy, Teacher, Monroe, effective 2025-26 school year, child rearing

Item "c" – Resignations

Certificated

- Timerie Correia, Teacher, Hamilton, effective 06/06/25
- Samantha Javaux, Teacher, Lincoln, effective 06/06/25
- Kellie Noji, Teacher, King, effective 06/06/25

Classified

- Vanessa Corona, Yard Supervisor – 2.0 hrs., Monroe, effective 06/06/25
- Marissa Rosas, Library/Media Technician – 8.0 hrs., Roosevelt, effective 06/13/25
- Carrie-Anne Rumpak, Special Education Aide – 5.0 hrs., Roosevelt, effective 06/06/25
- Ariana Trujillo, Educational Tutor, K-8 – 4.5 hrs., King, effective 06/06/25

Item "d" – Volunteers

<u>Name</u>	<u>School</u>
Dorothy Ellis Metter	Jefferson
Celeni Hernandez	Jefferson
Bernadette Fillmore	King
Linda Hickey	King/Hamilton
Nickii Soliz	Monroe
Justin Wilson	Monroe
Robin Champion	Roosevelt
Jhadira Moreno Andrade	Roosevelt
Ana Fregoso Garcia	Washington
Myra Guzman (HESD EE)	Washington
Leslie Knott	Washington

FINANCIAL

LCAP Date

- a) Trustee Garner made a motion to approve the 2025-2026 Local Control Accountability Plan (LCAP) and District budget public hearing date of June 11, 2025 at 5:30 p.m. Trustee Hernandez seconded; the motion carried 5-0:
Garcia – Yes
Garner – Yes
Hernandez – Yes
Revious – Yes
Strickland – Yes

Resolution #24-25

- b) Trustee Strickland made a motion to adopt Resolution #24-25: Commitment of Fund Balance. Trustee Garner seconded; the motion carried 5-0:
Garcia – Yes

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

**Resolution
#27-25**

c) Trustee Revious made a motion to approve Resolution #27-25: Certifying to the Board of Supervisors of Kings County all Proceedings in the November 5, 2024 General Obligation Bond Election. Trustee Hernandez seconded; the motion carried 5-0:

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

**Resolution
#28-25**

d) Trustee Garner made a motion to approve Resolution #28-25: Adopting Bylaws Governing the Measure U Citizens' Oversight Committee. Trustee Hernandez seconded; the motion carried 5-0:

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

**Resolution
#26-25**

e) Trustee Strickland made a motion to adopt the Resolution #26-25: Authorizing the Issuance and Sale of General Obligation Bonds, 2024 Election, Series A, in an aggregate principal amount not to exceed \$7,500,000 and approving related documents and actions. Trustee Hernandez seconded; the motion carried 5-0:

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

Adjournment

There being no further business, President Garcia adjourned the meeting at 5:52 p.m.

Respectfully submitted,

Joy C. Gabler,
Secretary to the Board of Trustees

Approved:

Robert 'Bobby' Garcia, President

Lupe Hernandez, Clerk

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Javier Espindola

DATE: April 1, 2025

FOR: Board Meeting
 Superintendent's CabinetFOR: Information
 Action

Date you wish to have your item considered: April 23, 2025

ITEM: Donation of \$3,663.80 from Jefferson Parent Teacher Club to Jefferson Academy.**PURPOSE:** To be used to cover study trip costs.**FISCAL IMPACT:** Increase of \$3,663.80 to Jefferson Budget as follows:

0100-1100-0-1110-1000-571020-021-0000	\$826.80
0100-1100-0-1110-1000-580000-021-0000	\$2,837.00

RECOMMENDATIONS: Accept Donation

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Javier Espindola

DATE: April 4, 2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: April 23, 2025

ITEM: Donation of dictionaries from Rotary Club of Hanford to Jefferson Academy.

PURPOSE: Accept donation of 48 dictionaries from the Rotary Club of Hanford

FISCAL IMPACT: None

RECOMMENDATIONS: Accept Donation

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Lindsay Hastings

DATE: 4/8/25

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 4/23/25

ITEM: Consider approval of donation to Washington School from: The Tech Interactive for a total of \$750.00 towards transportation reimbursement.

PURPOSE: Reimbursement towards transportation expenses for 6th Grade Field Trip

FISCAL IMPACT: None

RECOMMENDATIONS: Approve donation.

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Robert Heugly

DATE: April 4, 2025

For: Board Meeting
 Superintendent's Cabinet

For: Information
 Action

Date you wish to have your item considered: April 23, 2025

ITEM: Receive for information a report from the District Parent Advisory Committee for the meeting held on March 18, 2025 (For PAC Meeting #3)

PURPOSE: The PAC advises the board on the educational programs and services included in the Local Control Accountability Plan.

FISCAL IMPACT: PAC is a requirement of the Local Control Funding Formula.

Hanford Elementary School District

Hanford Elementary School District (HESD)
Parent Advisory Committee Meeting #3
Report to the HESD Board of Trustees

Date of Meeting: March 18, 2025
Starting Time: 9:00 a.m. to 10:30 a.m.
Location: District Office Board Room

Purpose of the Meeting: To consult, review, and comment on the Hanford Elementary Local Control Accountability Plan.

The Parent Advisory Committee received information on the following topics:

- LCAP Goal #4: *Students will learn in a safe, well-maintained school where they are supported, engaged, and connected to their school*
- Hanford Elementary's Performance on State Indicators
 - Chronic Absenteeism and Suspension Rates
- Proposed LCAP Expected Outcomes (targets) for Chronic Absenteeism and Suspension rates for the 2024-2025 through 2026-2027 school years
- Local Control Accountability Plan Programs and Services under LCAP Goal #4 that support school climate.

The parent advisory committee made the following recommendations:

- The committee recommended looking into cultural events at schools that help create connections among different ethnic backgrounds and the school.
- The committee recommended looking at yard supervisor training to see how it prepares them for dealing with and connecting with students.
- The committee recommended looking into providing more bus stops that are more frequent and closer together.
- The committee recommended using the same proposed suspension rate and chronic absenteeism Expected Outcomes for 2024-2025 through 2026-2027 school years.

Student Groups	Suspension Rate Expected Outcomes			Chronic Absenteeism Expected Outcomes		
	24 - 25	25 - 26	26 - 27	24 - 25	25 - 26	26 - 27
Overall-All Students	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
Students with Disabilities	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
Low Income	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
English Learner	4.00%	3.50%	2.90%	15.00%	12.00%	9.90%
Foster Youth	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
Asian	0.00%	0.00%	0.00%	6.00%	5.50%	4.90%
African American	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
Hispanic	4.50%	4.00%	2.90%	15.00%	12.00%	9.90%
White	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
Two or More Races	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%
Homeless	5.00%	4.00%	2.90%	15.00%	12.00%	9.90%

The Superintendent Responds:

- The Superintendent will share the idea of holding a cultural event and/or incorporating a cultural aspect into an academic event with the School Site Leadership Teams.
- The Superintendent supports providing our yard supervisors with guidance and support in connecting with students. This will be shared with the School Sites to consider ways to incorporate ideas and suggestions for connections with students during regularly scheduled yard supervisor meetings at the site.
- The Superintendent will share with Transportation the suggestion of reviewing the current locations of bus stops and the feasibility of possibly adding stops and/or moving stops closer together.
- The Superintendent concurs with the 2024-2025 through 2026-2027 Expected Outcomes (growth targets) for the district's Local Control Accountability Plan (LCAP) for Suspension Rates and Chronic Absenteeism Rates.

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Robert Heugly

DATE: April 4, 2025

For: Board Meeting
 Superintendent's Cabinet

For: Information
 Action

Date you wish to have your item considered: April 23, 2025

ITEM: Receive for information a report from the District English Learner Advisory Committee for the meeting held on March 20, 2025 (For DELAC Meeting #3)

PURPOSE: The DELAC advises the board on the educational programs and services for English Learners including services that are part of the Local Control Accountability Plan.

FISCAL IMPACT: DELAC is a requirement of the Local Control Funding Formula and several Federally funded programs.

Hanford Elementary School District

Hanford Elementary School District (HESD)
 District English Learner Advisory Committee
 Report to the Board

Date of Meeting: March 20, 2025
 Starting Time: 9:00a.m. to 10:30a.m.
 Location: Board Room

Purpose of the Meeting

To advise the board on:

- Development of an LEA master plan, including policies, per the State Board of Education (SBE) EL Roadmap Policy, guiding consistent implementation of EL educational programs and services that takes into consideration the SPSAs.
 - Establishment of LEA program, goals, and objectives for programs and services for English Learners per the SBE-adopted English Learner Roadmap Policy.
-

The DELAC received information on the following topics:

- Professional Development for teachers and administrators that support English Learners
 - The district's programs and services for English learners
 - HESD Performance on State Indicators for Chronic Absenteeism and Suspensions
 - Programs and Services that Support School Climate
-

The DELAC made the following recommendations:

- Continue offering Parent Academies: Kinder Counts and First and Forward & Parenting classes.
- Explore parent training options: training offered for second and third-grade parents, especially since third grade students take state assessments for the first time.
- Continue to offer tutoring for EL students
- Continue to support school sites to network and plan student incentive programs and activities.
- Continue to analyze suspension data districtwide to identify grade level trends and plan school site supports and parent training.
- Continue to provide teachers/administrators with professional development that helps to increase student engagement and student academic discussions in the classroom.

The Superintendent Responds:

- The Superintendent supports the recommendation to continue offering our Parent Academies and Parenting classes and look to the feasibility of adding a parent academy to support parents as students begin state testing in grade 3. Additionally, to explore parent training options to continue increasing parents' use of ParentVue to monitor school attendance and academic progress across the school year.
- The Superintendent supports the recommendation to continue to offer tutoring for our EL students.
- The Superintendent supports the recommendation to continue to support school sites to network and plan student incentive programs and activities.
- The Superintendent supports the recommendation to continue to analyze suspension data districtwide to identify grade-level trends and plan school site supports and parent training.
- The Superintendent supports the recommendation to continue to provide teachers/administrators with professional development that helps to increase student engagement and student academic discussions in the classroom.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/11/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 04/23/2025

ITEM:

Receive for information monthly financial reports for the period of 07/01/2024-03/31/2025.

PURPOSE:

Attached are financial summaries for all of the District funds for the period of 07/01/2024-03/31/2025.

FISCAL IMPACT:

The financial reports are informational only.

RECOMMENDATIONS:

Receive the monthly financial reports.

Fiscal Position Report

March 2025

Fund: 0100 General Fund

		March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE						
Net Beginning Balance	9791-9795		\$54,620,284.29	\$54,620,284.29		
REVENUES						
1) LCFF Sources	8010-8099	\$8,026,373.00	\$57,686,903.05	\$76,931,896.00	74.98	25.02
2) Federal Revenues	8100-8299	\$1,331,988.00	\$7,542,572.80	\$7,821,683.65	96.43	3.57
3) Other State Revenues	8300-8599	(\$3,592,801.18)	\$15,181,507.14	\$16,952,112.29	89.56	10.44
4) Other Local Revenues	8600-8799	\$694,027.37	\$4,282,775.71	\$6,236,923.27	68.67	31.33
5) Total, Revenues		\$6,459,587.19	\$84,693,758.70	\$107,942,615.21	78.46	21.54
EXPENDITURES						
1) Certificated Salaries	1000-1999	\$3,593,934.50	\$29,221,592.84	\$40,283,284.44	72.54	27.46
2) Classified Salaries	2000-2999	\$1,373,187.98	\$12,215,347.86	\$16,708,816.70	73.11	26.89
3) Employee Benefits	3000-3999	\$2,092,646.93	\$16,511,348.26	\$27,893,912.33	59.19	40.81
4) Books and Supplies	4000-4999	\$501,008.54	\$4,241,950.73	\$6,332,803.64	66.98	33.02
5) Services, Oth Oper Exp	5000-5999	\$440,609.17	\$5,061,944.81	\$8,143,539.25	62.16	37.84
6) Capital Outlay	6000-6999	\$31,093.15	\$1,916,466.44	\$5,609,097.50	34.17	65.83
7) Other Outgo(excl. 7300`s)	7100-7499	\$107,687.00	\$1,029,524.99	\$3,756,331.59	27.41	72.59
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	(\$100,000.00)	0.00	100.00
9) Total Expenditures		\$8,140,167.27	\$70,198,175.93	\$108,627,785.45	64.62	35.38
OTHER FINANCING SOURCES/USES						
1) Transfers						
A) Transfers In	8910-8929	\$800,000.00	\$800,000.00	\$800,000.00	100.00	0.00
B) Transfers Out	7610-7629	\$0.00	\$301,759.00	\$301,759.00	100.00	0.00
2) Other Sources/Uses						
A) Sources	8930-8979	\$0.00	\$605,710.60	\$605,710.60	100.00	0.00
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$800,000.00	\$1,103,951.60	\$1,103,951.60	100.00	0.00
NET INCREASE (DECREASE) IN FUND BALANCE		(\$880,580.08)	\$15,599,534.37	\$418,781.36		
ENDING FUND BALANCE			\$70,219,818.66	\$55,039,065.65		

Fiscal Position Report

March 2025

Fund: 0800 Student Activity Special Revenue Fund

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance 9791-9795		\$25,365.81	\$25,365.81		
<hr/>					
NET INCREASE (DECREASE) IN FUND BALANCE	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>		
ENDING FUND BALANCE		<u><u>\$25,365.81</u></u>	<u><u>\$25,365.81</u></u>		

Fiscal Position Report
 March 2025

Fund: 0900 Charter Schools Fund

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$63.44	\$63.44		
NET INCREASE (DECREASE) IN FUND BALANCE					
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>		
ENDING FUND BALANCE					
		<u><u>\$63.44</u></u>	<u><u>\$63.44</u></u>		

Fiscal Position Report

March 2025

Fund: 1300 Cafeteria Fund

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$4,445,781.13	\$4,445,781.13		
REVENUES					
2) Federal Revenues	8100-8299	\$879,795.77	\$2,127,396.29	\$3,922,297.00	54.24 45.76
3) Other State Revenues	8300-8599	\$249,280.45	\$602,941.51	\$1,275,407.00	47.27 52.73
4) Other Local Revenues	8600-8799	\$7,189.18	\$92,179.53	\$172,153.00	53.55 46.45
5) Total, Revenues		\$1,136,265.40	\$2,822,517.33	\$5,369,857.00	52.56 47.44
EXPENDITURES					
2) Classified Salaries	2000-2999	\$128,546.77	\$1,063,783.86	\$1,516,414.00	70.15 29.85
3) Employee Benefits	3000-3999	\$55,389.38	\$436,230.49	\$631,000.00	69.13 30.87
4) Books and Supplies	4000-4999	\$211,558.33	\$1,512,555.12	\$2,552,088.21	59.27 40.73
5) Services, Oth Oper Exp	5000-5999	\$23,800.62	\$59,802.65	\$167,142.00	35.78 64.22
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$228,000.00	0.00 100.00
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	\$100,000.00	0.00 100.00
9) Total Expenditures		\$419,295.10	\$3,072,372.12	\$5,194,644.21	59.14 40.86
NET INCREASE (DECREASE) IN FUND BALANCE		\$716,970.30	(\$249,854.79)	\$175,212.79	
ENDING FUND BALANCE			\$4,195,926.34	\$4,620,993.92	

Fiscal Position Report

March 2025

Fund: 1400 Deferred Maintenance Fund

		March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE						
Net Beginning Balance	9791-9795		\$232,523.66	\$232,523.66		
REVENUES						
1) LCFF Sources	8010-8099	\$0.00	\$300,000.00	\$300,000.00	100.00	0.00
4) Other Local Revenues	8600-8799	\$0.00	\$5,692.18	\$6,825.00	83.40	16.60
5) Total, Revenues		\$0.00	\$305,692.18	\$306,825.00	99.63	0.37
EXPENDITURES						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$92,019.95	\$320,250.52	28.73	71.27
6) Capital Outlay	6000-6999	\$0.00	\$176,327.04	\$185,300.00	95.16	4.84
9) Total Expenditures		\$0.00	\$268,346.99	\$505,550.52	53.08	46.92
NET INCREASE (DECREASE) IN FUND BALANCE		\$0.00	\$37,345.19	(\$198,725.52)		
ENDING FUND BALANCE			\$269,868.85	\$33,798.14		

Fiscal Position Report

March 2025

Fund: 1500 Pupil Transportation Equip

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$475,593.10	\$475,593.10		
REVENUES					
4) Other Local Revenues	8600-8799	\$0.00	\$7,034.10	50.24	49.76
5) Total, Revenues		\$0.00	\$7,034.10	50.24	49.76
EXPENDITURES					
6) Capital Outlay	6000-6999	\$0.00	\$258,380.59	80.30	19.70
9) Total Expenditures		\$0.00	\$258,380.59	80.30	19.70
OTHER FINANCING SOURCES/USES					
1) Transfers					
A) Transfers In	8910-8929	\$0.00	\$100,000.00	100.00	0.00
4) Total, Other Financing Sources/Uses		\$0.00	\$100,000.00	100.00	0.00
NET INCREASE (DECREASE) IN FUND BALANCE		\$0.00	(\$151,346.49)		
ENDING FUND BALANCE		\$324,246.61	\$267,829.11		

Fiscal Position Report

March 2025

Fund: 2000 SPECIAL RESERVE FUND FOR OTHER F

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance 9791-9795		\$14,428,373.42	\$14,428,373.42		
REVENUES					
4) Other Local Revenues 8600-8799	\$0.00	\$240,060.82	\$500,000.00	48.01	51.99
5) Total, Revenues	\$0.00	\$240,060.82	\$500,000.00	48.01	51.99
OTHER FINANCING SOURCES/USES					
1) Transfers					
A) Transfers In 8910-8929	\$0.00	\$201,759.00	\$201,759.00	100.00	0.00
B) Transfers Out 7610-7629	\$800,000.00	\$800,000.00	\$800,000.00	100.00	0.00
4) Total, Other Financing Sources/Uses	(\$800,000.00)	(\$598,241.00)	(\$598,241.00)	100.00	0.00
NET INCREASE (DECREASE) IN FUND BALANCE	(\$800,000.00)	(\$358,180.18)	(\$98,241.00)		
ENDING FUND BALANCE		\$14,070,193.24	\$14,330,132.42		

Fiscal Position Report

March 2025

Fund: 2140 Building Funds - Local 4

		March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
REVENUES						
4) Other Local Revenues	8600-8799	\$0.00	\$0.00	\$70,000.00	0.00	100.00
5) Total, Revenues		\$0.00	\$0.00	\$70,000.00	0.00	100.00
EXPENDITURES						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$0.00	\$225,000.00	0.00	100.00
9) Total Expenditures		\$0.00	\$0.00	\$225,000.00	0.00	100.00
OTHER FINANCING SOURCES/USES						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$400,000.00	0.00	100.00
2) Other Sources/Uses						
A) Sources	8930-8979	\$0.00	\$0.00	\$7,925,000.00	0.00	100.00
4) Total, Other Financing Sources/Uses		\$0.00	\$0.00	\$7,525,000.00	0.00	100.00
NET INCREASE (DECREASE) IN FUND BALANCE		\$0.00	\$0.00	\$7,370,000.00		
ENDING FUND BALANCE			\$0.00	\$7,370,000.00		

Fiscal Position Report

March 2025

Fund: 2500 CapitalFacilities Fund

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$2,296,680.84	\$2,296,680.84		
REVENUES					
4) Other Local Revenues	8600-8799	\$201,375.91	\$1,029,741.63	750,000.00	137.30 (37.30)
5) Total, Revenues		\$201,375.91	\$1,029,741.63	\$750,000.00	137.30 (37.30)
EXPENDITURES					
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$59,485.00	\$80,000.00	74.36 25.64
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$0.00	0.00 100.00
9) Total Expenditures		\$0.00	\$59,485.00	\$80,000.00	74.36 25.64
OTHER FINANCING SOURCES/USES					
1) Transfers					
B) Transfers Out	7610-7629	\$0.00	\$1,300,000.00	\$788,128.94	164.95 (64.95)
4) Total, Other Financing Sources/Uses		\$0.00	(\$1,300,000.00)	(\$788,128.94)	164.95 (64.95)
NET INCREASE (DECREASE) IN FUND BALANCE		<u>\$201,375.91</u>	<u>(\$329,743.37)</u>	<u>(\$118,128.94)</u>	
ENDING FUND BALANCE			<u><u>\$1,966,937.47</u></u>	<u><u>\$2,178,551.90</u></u>	

Fiscal Position Report

March 2025

Fund: 3500 SCHOOL FACILITY PROGRAM

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$4,747,489.93	\$4,747,489.93		
REVENUES					
3) Other State Revenues	8300-8599	\$0.00	\$0.00	\$3,360,231.00	0.00
4) Other Local Revenues	8600-8799	\$0.00	\$80,882.21	\$70,000.00	115.55
5) Total, Revenues		\$0.00	\$80,882.21	\$3,430,231.00	2.36
EXPENDITURES					
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$0.00	\$0.00	0.00
6) Capital Outlay	6000-6999	\$539,375.49	\$5,187,347.93	\$9,415,581.70	55.09
9) Total Expenditures		\$539,375.49	\$5,187,347.93	\$9,415,581.70	55.09
OTHER FINANCING SOURCES/USES					
1) Transfers					
A) Transfers In	8910-8929	\$2,400,000.00	\$3,700,000.00	\$12,274,758.35	30.14
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00
4) Total, Other Financing Sources/Uses		\$2,400,000.00	\$3,700,000.00	\$12,274,758.35	30.14
NET INCREASE (DECREASE) IN FUND BALANCE		\$1,860,624.51	(\$1,406,465.72)	\$6,289,407.65	
ENDING FUND BALANCE			\$3,341,024.21	\$11,036,897.58	

Fiscal Position Report

March 2025

Fund: 4000 Special Reserve - Capital Outlay

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$10,996,629.41	\$10,996,629.41		
REVENUES					
4) Other Local Revenues	8600-8799	\$0.00	\$181,604.86	300,000.00	60.53 39.47
5) Total, Revenues		\$0.00	\$181,604.86	\$300,000.00	60.53 39.47
EXPENDITURES					
6) Capital Outlay	6000-6999	\$0.00	\$103,580.32	\$103,580.32	100.00 0.00
9) Total Expenditures		\$0.00	\$103,580.32	\$103,580.32	100.00 0.00
OTHER FINANCING SOURCES/USES					
1) Transfers					
A) Transfers In	8910-8929	\$0.00	\$0.00	\$0.00	0.00 100.00
B) Transfers Out	7610-7629	\$2,400,000.00	\$2,400,000.00	\$11,086,629.41	21.65 78.35
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00 100.00
4) Total, Other Financing Sources/Uses		(\$2,400,000.00)	(\$2,400,000.00)	(\$11,086,629.41)	21.65 78.35
NET INCREASE (DECREASE) IN FUND BALANCE		(\$2,400,000.00)	(\$2,321,975.46)	(\$10,890,209.73)	
ENDING FUND BALANCE		\$8,674,653.95	\$106,419.68		

Fiscal Position Report

March 2025

Fund: 6720 Self-Insurance/Other

	March Amount	YTD Amount	Revised Budget	% of Budget	% Remain
BEGINNING BALANCE					
Net Beginning Balance	9791-9795	\$962,944.61	\$962,944.61		
REVENUES					
4) Other Local Revenues	8600-8799	\$72,600.00	\$591,424.71	\$867,200.00	68.20 31.80
5) Total, Revenues		\$72,600.00	\$591,424.71	\$867,200.00	68.20 31.80
EXPENDITURES					
5) Services, Oth Oper Exp	5000-5999	\$71,046.61	\$524,118.45	\$820,000.00	63.92 36.08
9) Total Expenditures		\$71,046.61	\$524,118.45	\$820,000.00	63.92 36.08
NET INCREASE (DECREASE) IN FUND BALANCE		<u>\$1,553.39</u>	<u>\$67,306.26</u>	<u>\$47,200.00</u>	
ENDING FUND BALANCE			<u><u>\$1,030,250.87</u></u>	<u><u>\$1,010,144.61</u></u>	

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/11/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 04/23/25

ITEM:

Receive the following Board Policy and Administrative Regulation for information:

BP/AR 3311 – Bids

PURPOSE:

Policy updated to clarify that bidding procedures are required to be established in accordance with, and meet the requirements for, bidding procedures specified in law. Additionally, policy updated to incorporate material from the accompanying administrative regulation related to awarding contracts, protests by bidders,

Regulation updated to clarify that the definition of maintenance includes landscape maintenance and minor repainting. Additionally, regulation updated to reflect requirement that prequalification is required for projects that utilize state general funds. In addition, regulation updated to delete material related to awarding contracts, protests by bidders, and instances when bids are not required, as the majority of such content is related to Governing Board actions and therefore more appropriately placed, and thus incorporated, into the accompanying Board policy.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Consider adoption of the revised Board Policy and Administrative Regulation at the next board meeting:

BP/AR 3311 – Bids

Policy 3311: Bids

Status: ADOPTED

Original Adopted Date: 05/16/2001 | **Last Revised Date:** ~~05/24/2017~~03/01/2025 | **Last Reviewed Date:** ~~05/24/2017~~03/01/2025

The Governing Board is committed to promoting public accountability and ensuring prudent use of public funds. When leasing, purchasing, or contracting for equipment, materials, supplies, or services for the district, including when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such contracts shall be made using competitive bidding.

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 20116)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with ~~law~~Government Code 54202, and that meet the requirements for bidding procedures specified in law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

For award of contracts which, by law or Board policy, require prequalification, the procedures shall identify a uniform system for rating bidders on the basis of a completed questionnaire and financial statements.

When calling for bids, the Superintendent or designee shall ensure that the bid specifications clearly describe in appropriate detail the quality, delivery, ~~and service required,~~ and include all information of which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

Except as authorized by law, contractsAward of Contract

Contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

However, the Board may let contracts to other than only the lowest responsible bidder in the following circumstances:

1. When the contract is for the procurement and/or maintenance of electronic data processing systems and supporting software, in which case the Board may contract with any one of the three lowest responsible bidders (Public Contract Code 20118.1)
2. When the contract is for any transportation service which involves an expenditure of more than \$10,000 and which will be made with any person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of a student who is to be transported, in which case the Board may contract with other than the lowest bidder (Education Code 39802)
3. When the contract is one for which the Board has established goals and requirements relating to participation of disabled veteran or small business enterprises in accordance with Public Contract Code 2000-2002, in which case the Board may contract with the lowest responsible bidder who submits a responsive bid and complies or makes a good faith effort to comply with the goals and requirements (Public Contract Code 20002002)

4. When procuring a lease-leaseback contract, in which case the Board shall award the contract based on objective criteria for determining the best combination of price and qualifications in accordance with Education Code 17400 and 17406
5. When procuring a design-build contract for a public works project in excess of \$1,000,000 in accordance with Education Code 17250.20, in which case the Board may award the contract to either the low bid or the best value to the district, taking into consideration, at a minimum, price, technical design and construction expertise, and life-cycle costs (Education Code 17250.20, 17250.25)
6. When procuring an alternative design-build contract for a public works project in excess of \$5,000,000 in accordance with Education Code 17250.62, in which case the Board may award the contract to either the low bid or the best value, taking into consideration, at a minimum, design cost, general conditions, overhead, and profit as a component of the project price; technical design and construction expertise; and life-cycle costs (Education Code 17250.61, 17250.62)

Protests by Bidders

If the bidder believes that the award is not in compliance with law, Board policy, administrative regulation, or the bid specification, the bidder may protest the award. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award and shall include all documents supporting or justifying the protest. A bidder's failure to file the protested documents in a timely manner shall constitute a waiver of the right to protest the award of the contract.

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide notice to the bidder of the date and time for Board consideration of the protest at least three business days before the Board meeting. The Board's decision shall be final.

Bids Not Required

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase any personal property ~~to~~ the extent authorized by law, including the lease of data-processing equipment or the purchase of materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor. (Public Contract Code 20118)

Alternatively, if the public corporation or agency has an existing contract with a vendor for the lease or purchase of personal property, the district may authorize the lease or purchase of personal property directly from the vendor and make payments under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

Without advertising for bids, the Board may enter into an energy service contract and any related facility ground lease, when it determines that the terms of the contract and lease are in the best interest of the district and meet the cost effectiveness requirements specified in Government Code 4217.12. The Board's determination shall be made at a regularly scheduled public hearing of which notice is given to the public at least two weeks in advance and shall be based on a cost and saving comparison finding specified in Government Code 4217.12. (Government Code 4217.12)

In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose. (Public Contract Code 1102, 20113)

Regulation 3311: Bids

Status: ADOPTED

Original Adopted Date: 10/02/2002 | Last Revised Date: ~~11/08/2023~~03/01/2025 | Last Reviewed Date: ~~11/08/2023~~03/01/2025

Advertised/Competitive Bids

The district shall advertise for any of the following: (Public Contract Code 20111)

1. A public project contract that involves an expenditure of \$15,000 or more, including a contract for construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, or repair work involving a district owned, leased, or operated facility
2. A contract that exceeds the amount specified in law, as annually adjusted by the Superintendent of Public Instruction, for any of the following:
 - a. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district
 - b. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters
 - c. Repairs that are not a public project, including maintenance

Maintenance means routine, recurring, and usual work for preserving, protecting, and keeping a district facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. Maintenance includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility, as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. Maintenance also includes landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems. Maintenance does not include painting, repainting, or decorating, other than ~~touchup, or among other types of work, minor repainting;~~ janitorial or custodial services; and protection provided by security forces. (Public Contract Code 20115, 22002)

Instructions and Procedures for Advertised Bids

The Superintendent or designee shall call for bids by placing a notice at least once a week for two weeks in a local newspaper of general circulation published in the district, or if no such newspaper exists, then in some newspaper of general circulation that is circulated in the county. ~~The~~Additionally, the Superintendent or designee ~~also~~ may post the notice on the district's website or through an electronic portal. The notice shall state the work to be done or materials or supplies to be furnished and the time and place and website where bids will be opened. (Public Contract Code 20112)

The notice shall contain the time, date, and location of any mandatory prebid conference, site visit, or meeting and details regarding when and where project documents, including the final plan and specifications, are available. Any such mandatory visit or meeting shall occur not less than five calendar days after the publication of the initial notice.

(Public Contract Code 6610)

For lease-leaseback, design-build, and alternative design-build projects, the notice shall additionally specify that the project is subject to skilled and trained workforce requirements. (Education Code 17250.25, 17250.62, 17407.5; Public Contract Code 2600, 6610)

Bid instructions and specifications shall include the following requirements and information:

1. All bidders shall certify in writing the minimum, if not exact, percentage of post-consumer materials in products, materials, goods, or supplies offered or sold- (Public Contract Code 22152)

2. All bids for construction work shall be presented under sealed cover- (Public Contract Code 20111)

The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code

~~2-~~20111, 20112)

The bid shall be accompanied by a form of bidder's security, including either cash, a cashier's check payable to the district, a certified check made payable to the district, or a bidder's bond executed by an admitted surety insurer and made payable to the district. The security of unsuccessful bidders shall be returned in a reasonable period of time, but in no event later than 60 days after the bid is awarded. (Public Contract Code 20111, 20112)

~~3.~~ When a standardized proposal form is provided by the district, bids not presented on the standard form shall

3. be disregarded- (Public Contract Code 20111.5)

4. Bids shall not be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time- (Public Contract Code 20112)

5. When two or more identical lowest or highest bids are received, the Governing Board may determine by lot which bid shall be accepted- (Public Contract Code 20117)

6. If the district requires that the bid ~~include~~includes prices for items that may be added to or deducted from the scope of work in the contract, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid- (Public Contract Code 20103.8)

~~6.~~ In the absence of such a specification, only the method provided in Item #6a below shall be used. (Public ~~Contract Code 20103.8)~~

Contract Code 20103.8)

a. The lowest bid shall be the lowest total of the bid prices on the base contract without consideration of the prices on the additive or deductive items-

b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price-

c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that, when taken in order from a specifically identified list of those items in the solicitation, and added to or subtracted from the base contract, are less than or equal to a funding amount publicly disclosed by the district before the first bid is opened- (Public Contract Code 20103.8)

The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed subcontractors or suppliers from being revealed to the district before the ranking of all bidders from lowest to highest has been determined. (Public Contract Code 20103.8)

7. In determining the lowest bid, the district shall consider only responsive bids that conform to bid specifications and are submitted by responsible bidders who have demonstrated trustworthiness, quality, fitness, capacity, and experience to satisfactorily perform the public works contract-

- a. When a bid is determined to be nonresponsive, the Superintendent or designee shall notify the bidder and give the bidder an opportunity to respond to the determination.
 - b. When the lowest bidder is determined to be nonresponsible, the Superintendent or designee shall notify the bidder of the right to present evidence of the bidder's responsibility at a hearing before the Board.
8. After being opened, all submitted bids become public records pursuant to Government Code 7920.530 and shall be made available for public review pursuant to law, Board policy, and administrative regulation.

Prequalification Procedure

When required by law or the Board, the Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. For this purpose, the Superintendent or designee shall furnish prospective bidders a standardized prequalification questionnaire and financial record which, when completed, shall indicate a bidder's statement of financial ability and experience in performing public works. The bidder's information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Code of Civil Procedure 446; Public Contract Code 20111.5, 20111.6)

When any public project involves an expenditure of \$1,000,000 or more and is funded or reimbursed wholly or partly by state general funds, the School Facilities Program funds, or other future state school bond, the district shall prequalify prospective bidders either quarterly or annually. The prequalification shall be valid for one year and the following requirements shall apply: (Public Contract Code 20111.6)

1. Prospective bidders, including, but not limited to, prime, general engineering, and general building contractors and electrical, mechanical, and plumbing subcontractors, as defined in Public Contract Code 4113 or Business and Professions Code 7056 or 7057, as applicable, shall submit a standardized questionnaire and financial statement 10 or more business days, as determined by the district, before the date fixed for the public opening of sealed bids.
2. Prospective bidders shall be prequalified by the district five or more business days, as determined by the district, before the date fixed for the public opening of sealed bids.

If the project includes electrical, mechanical, or plumbing components that will be performed by electrical, mechanical, or plumbing contractors, the Superintendent or designee shall make available to all bidders a list of prequalified general contractors and electrical, mechanical, and plumbing subcontractors five or more business days, as determined by the district, before the date fixed for the public opening of sealed bids. (Public Contract Code 20111.6)

For all other contracts requiring competitive bidding, the district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. Prospective bidders for such contracts shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids and shall be prequalified by the district at least one day before the fixed bid-opening date. (Public Contract Code 20111.5) **Award of Contract**

~~The district shall award each contract to the lowest responsible bidder, except in the following circumstances:~~

- ~~1. When the contract is for the procurement and/or maintenance of electronic data processing systems and supporting software, in which case the Board may contract with any one of the three lowest responsible bidders (Public Contract Code 20118.1)~~

- ~~2. When the contract is for any transportation service which involves an expenditure of more than \$10,000 and which will be made with any person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of a student who is to be transported, in which case the Board may contract with other than the lowest bidder (Education Code 39802)~~
- ~~3. When the contract is one for which the Board has established goals and requirements relating to participation of disabled veteran or small business enterprises in accordance with Public Contract Code 2000-2002, in which case the Board may contract with the lowest responsible bidder who submits a responsive bid and complies or makes a good faith effort to comply with the goals and requirements (Public Contract Code 20002002)~~
- ~~4. When procuring a lease-leaseback contract, in which case the Board shall award the contract based on objective criteria for determining the best combination of price and qualifications in accordance with Education Code 17400 and 17406~~
- ~~5. When procuring a design-build contract for a public works project in excess of \$1,000,000 in accordance with Education Code 17250.20, in which case the Board may award the contract to either the low bid or the best value to the district, taking into consideration, at a minimum, price, technical design and construction expertise, and life cycle costs (Education Code 17250.20, 17250.25)~~
- ~~6. When procuring an alternative design-build contract for a public works project in excess of \$5,000,000 in accordance with Education Code 17250.62, in which case the Board may award the contract to either the low bid or the best value, taking into consideration, at a minimum design cost, general conditions, overhead, and profit as a component of the project price; technical design and construction expertise; and life cycle costs (Education Code 17250.61, 17250.62)~~

Protests by Bidders

~~If the bidder believes that the award is not in compliance with law, Board policy, or the bid specification, the bidder may protest the award. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award and shall include all documents supporting or justifying the protest. A bidder's failure to file the protested documents in a timely manner shall constitute a waiver of the right to protest the award of the contract.~~

~~The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.~~

~~The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide notice to the bidder of the date and time for Board consideration of the protest at least three business days before the Board meeting. The Board's decision shall be final.~~

Limitation on Use of Sole Sourcing

In any contract for the construction, alteration, or repair of school facilities, the Superintendent or designee shall ensure that the bid specification: (Public Contract Code ~~3002~~, 3400)

1. Does not directly or indirectly limit bidding to any one specific concern
2. Does not call for a designated material, product, thing, or service by a specific brand or trade name, unless the specification is followed by the words "or equal," so that bidders may furnish any equal material, product, thing, or service

In any such case, the bid specification shall provide a time period, before and/or after the award of the contract, for the contractor to submit data substantiating the request for substituting the

designated material, product, thing, or service. If no such time period is specified, the contractor may submit the data within 35 days after the award of the contract.

When the bid is for a roof project, a material, product, thing, or service is considered "equal" to that designated if it is equal in quality, durability, design, and appearance; will perform the intended function equally well; and conforms substantially to the detailed requirements in the bid specification. (Public Contract Code 3002)

However, the Superintendent or designee may designate a specific material, product, thing, or service by brand or trade name, also known as sole sourcing, if the Board has made a finding, described in the invitation for bids or request for proposals (RFP), that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

1. To conduct a field test or experiment to determine its suitability for future use
2. To match others in use on a particular public improvement that has been completed or is in the course of completion
3. To obtain a necessary item that is only available from one source
4. To respond to the Board's declaration of an emergency, ~~also~~ long as the declaration has been approved by fourfifths of the Board when issuing the invitation for bid or RFP

Bids Not Required

~~Without advertising for bids and upon a determination that it is in the best interest of the district, the Board may "piggyback" by authorizing another public corporation or agency, by contract, lease, requisition, or purchase order, to lease data processing equipment or to purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor. Alternatively, if the public corporation or agency has an existing contract with a vendor for the lease or purchase of personal property, the district may authorize the lease or purchase of personal property directly from the vendor and make payments under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)~~

~~Without advertising for bids, the Board may enter into an energy service contract and any related facility ground lease, when it determines that the terms of the contract and lease are in the best interest of the district and meet the cost effectiveness requirements specified in Government Code 4217.12. The Board's determination shall be made at a regularly scheduled public hearing of which notice is given to the public at least two weeks in advance and shall be based on a cost and saving comparison finding specified in Government Code 4217.12. (Government Code 4217.12)~~

~~Supplementary~~ taking estimates or advertising for bids, supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals may be purchased in any amount ~~without taking estimates or advertising for bids.~~ (Public Contract Code 20118.3)

Perishable foodstuffs and seasonal commodities needed in the operations of cafeterias may be purchased through bid or on the open market. (Education Code 38083)

Bids shall not be required for day labor under circumstances specified in Public Contract Code 20114. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (Public Contract Code 20114)

~~In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by~~

~~unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose.
(Public Contract Code 1102, 20113)~~

The district may purchase any surplus property from the federal government or any of its agencies in any quantity needed for the operation of its schools without taking estimates or advertising for bids.
(Education Code 17602)

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/11/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 04/23/25

ITEM:

Receive the following Board Policy and Administrative Regulation for information:
 BP/AR 3311.1 – Uniform Public Construction Cost Accounting Procedures

PURPOSE:

Policy updated to add language related to authorization for the Governing Board when, after the first invitation of bids pursuant to informal or formal bidding procedures under the Uniform Public Construction Cost Accounting Act all bids are rejected, declare that a project can be performed more economically by employees of the district.

Regulation updated to reflect **NEW LAW (AB 2192, 2024)** which (1) includes "installations" involving publicly owned, leased, or operated facility in the definition of "public project," and (2) adjusted the threshold amounts for utilizing Uniform Public Construction Cost Accounting Act procedures. Regulation also updated to clarify and expand material related to informal procedures for awarding contracts for public projects of \$220,000 or less.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Consider adoption of the revised Board Policy and Administrative Regulation at the next board meeting:

BP/AR 3311.1 – Uniform Public Construction Cost Accounting Procedures

Policy 3311.1: Uniform Public Construction Cost Accounting Procedures

Status: ADOPTED

Original Adopted Date: 05/24/2017 | Last Revised Date: ~~05/26/2021~~03/01/2025 | Last ReviewedDate: ~~05/26/2021~~03/01/2025

In awarding contracts for public works projects involving district facilities, the Governing Board ~~of Trustees~~ desires to obtain the best value to the district and ensure the qualifications of contractors to complete the project in a satisfactory manner. The Board has, by resolution, adopted the procedures set forth in the Uniform Public Construction Cost Accounting Act (UPCCAA) pursuant to Public Contract Code 22030-22045, including the informal bidding procedures when allowed by law.

The Board delegates to the Superintendent or designee the responsibilities to award any contract eligible for informal bidding procedures and to develop plans, specifications, and working details for all public projects requiring formal bidding procedures.

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 22033)

If after the first invitation of bids pursuant to informal or formal bidding procedures under UPCCAA all bids are rejected, the Board may, by passage of a resolution by four-fifths vote, declare the project can be performed more economically by the employees of the district. (Public Contract Code 22038)

Projects awarded through ~~the~~ UPCCAA shall be subject to the cost accounting procedures established by the California Uniform Construction Cost Accounting Commission. (Public Contract Code 22030)

Emergency Actions

When formal bids are required by law, but an emergency necessitates immediate repair or replacements, the Board

may, upon a four-fifths vote of the Board, proceed to replace or repair a facility without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contracts. The work may be done by day labor under the direction of the Board and/or contractor. The emergency action shall subsequently be reviewed by the Board in accordance with Public Contract Code 22050 and shall be terminated at the earliest possible date that conditions warrant, so that the remainder of the emergency action may be completed by giving notice for bids to let contracts. (Public Contract Code 1102, 22035, 22050)

Regulation 3311.1: Uniform Public Construction Cost Accounting Procedures

Status: ADOPTED

Original Adopted Date: 05/24/2017 | Last Revised Date: ~~05/26/2021~~03/01/2025 | Last ReviewedDate: ~~05/26/2021~~03/01/2025

Public project, in regard to the Uniform Public Construction Cost Accounting Act (UPCCAA), means any of the following: (Public Contract Code 22002)

1. Construction, reconstruction, erection, installation, alteration, renovation, improvement, demolition, and repair work involving any district-owned, leased, or operated facility
2. Painting or repainting of any district-owned, leased, or operated facility

Procedures for awarding contracts for public works projects shall be determined on the basis of the amount of the project, as follows:

1. Public projects of \$~~6075~~,000 or less may be performed by district employees by force account, negotiated contract, or purchase order. (Public Contract Code 22032)
2. Contracts for public projects of \$~~200220~~,000 or less may be awarded through the following informal procedures:
(Public Contract Code 22032, 22034, 22038)
 - a. The Superintendent or designee shall prepare a notice inviting informal bids, which describes the project in general terms, explains how to obtain further information about the project, and states the time and place for the submission of bids:
 - a. This notice shall be disseminated by mail, fax, or email to either or both of the following:
 - i. All contractors on a list of qualified contractors maintained by the district for the category of work being bid, unless the product or service is proprietary, at least 10 calendar days before bids are due
 - ii. All construction trade journals identified pursuant to Public Contract Code 22036
 - b. The district shall review the informal bids that were submitted and award the contract, ~~except that~~ as follows:
 - i. The contract shall be awarded to the lowest responsible bidder. If two or more bids are the same and the lowest, the district may accept the one it chooses.
 - ii. ~~If all bids received through the informal process are in excess of \$200220,000, the contract may be awarded to the lowest responsible bidder, provided that the Governing Board of Trustees adopts a resolution with a four-fifths vote to award the contract at \$212,500235,000 or less and the Board determines the district's cost estimate is reasonable.~~
 - iii. At its discretion, the district may reject all bids presented and declare that the project can be more economically performed by district employees, provided that the district notifies an apparent low bidder, in writing, of the district's intention to reject the bid. Such notice shall be mailed at least two business days prior to the hearing at which the district intends to reject the bid.

~~ii-iv.~~ If no bids are received through the informal bid procedure, the project may be performed by district employees by force account or negotiated contract.

3. Public projects of more than \$~~200~~220,000 shall, except as otherwise provided by law, be subject to formal bidding procedures, as follows: (Public Contract Code 22032, 22037, 22038)

a. ~~Notice~~The Superintendent or designee shall prepare a notice inviting formal bids ~~shall state, which states~~ the time and place for receiving and opening sealed bids and distinctly describe the project. The notice shall be disseminated in both of the following ways:

i. Through publication in a newspaper of general circulation in the district's jurisdiction or, if there is no such newspaper, then by posting the notice in at least three places designated by the district as places for posting its notices.

~~i-~~ Such notice shall be published at least 14 calendar days before the date that bids will be opened.

ii. By mail and electronically, if available, by either fax or email, to all construction trade journals identified pursuant to Public Contract Code 22036.

~~ii-~~ Such notice shall be sent at least 15 calendar days before the date that bids will be opened.

In addition to the notice required above, the district may give such other notice as it deems proper.

b. The district shall review the formal bids that were submitted and award the contract as follows:

i. The contract shall be awarded to the lowest responsible bidder.

~~i-~~ If two or more bids are the same and the lowest, the district may accept the one it chooses.

~~ii. At its discretion, the district may reject all bids presented and declare that the project can be more economically performed by district employees, provided that the district notifies an apparent low bidder, in writing, of the district's intention to reject the bid. Such notice shall be mailed at least two business days prior to the hearing at which the district intends to reject the bid.~~

ii. At its discretion, the district may reject all bids presented and declare that the project can be more economically performed by district employees, provided that the district notifies an apparent low bidder, in writing, of the district's intention to reject the bid. Such notice shall be mailed at least two business days prior to the hearing at which the district intends to reject the bid.

iii. If no bids are received through the formal bid procedure, the project may be performed by district employees by force account or negotiated contract ~~employees by force account or negotiated contract.~~

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Jason Strickland

DATE: 4/10/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 4/23/2025

ITEM: BP/AR 6142.8 Comprehensive Health Education

PURPOSE: Policy updated to reflect NEW U.S. SURGEON GENERAL GUIDANCE related to (1) the importance of social connection in individual and societal health and well-being, and (2) the impact of social media on children and adolescents. Policy also updated to include the requirement that if districts offer health education courses to middle or high school students the course must include mental health instruction.

Addition of AR not present in current HESD policy listing

FISCAL IMPACT: None**RECOMMENDATIONS:** Receive updates

Board Policy Manual
Hanford Elementary School District

Policy 6142.8: Comprehensive Health Education

Status: ADOPTED

Original Adopted Date: 05/16/2001 | **Last Revised Date:** 05/26/2021 | **Last Reviewed Date:** 05/26/2021

The Board of Trustees believes that health education should foster the knowledge, skills, and attitudes that students need in order to lead healthy lives and avoid high-risk behaviors, and that creating a safe, supportive, inclusive, and nonjudgmental environment is crucial in promoting healthy development for all students. -The district's health education program shall be part of a coordinated school health system which recognizes that mental health and social connection are critical to student's overall health, well-being, and academic success, supports the physical, mental, and social well-being of students, reflects the importance of digital and media literacy, and is linked to district and community services and resources.

Goals for the district's health education program shall be designed to promote student wellness and shall include, but not be limited to, goals for nutrition promotion and education, physical activity, and other school-based activities that promote student well-being.

Any health education course offered to middle or high school students shall include instruction in mental health that meets the requirements of Education Code 51925-51926, and as specified in Administrative Regulation 6143 Courses of Study.

The district shall provide a planned, sequential, research-based, and developmentally appropriate health education curriculum for students in grades K-12 which is aligned with the state's content standards and curriculum framework and integrated with other content areas of the district's curriculum. The Superintendent or designee shall determine the grade levels and subject areas in which health-related topics will be addressed, in accordance with law, Board policy, and administrative regulation.

As appropriate, the Superintendent or designee shall involve school administrators, teachers, school nurses, health professionals representing various fields of health care, parents/guardians, community-based organizations, and other community members in the development, implementation, and evaluation of the district's health education program. Health and safety professionals may be invited to provide related instruction in the classroom, school assemblies, and other instructional settings.

The Superintendent or designee shall provide professional development as needed to ensure that health education teachers are knowledgeable about academic content standards, the state curriculum framework, and effective instructional methodologies.

The Superintendent or designee shall provide periodic reports to the Board regarding the implementation and effectiveness of the district's health education program, which may include, but not be limited to, a description of the district's program and the extent to which it is aligned with the state's content standards and curriculum framework, the amount of time allotted for health instruction at each grade level, student achievement of district standards for health education, and the manner in which the district's health education program supports the physical, mental, and social well-being of students.

Regulation 6142.8: Comprehensive Health Education

Status: DRAFT

Original Adopted Date: Pending

Content of Instruction

The district's health education program shall include instruction at the appropriate grade levels in the following content areas:

1. Alcohol, tobacco, and other drugs
2. Human growth, development, and sexual health
3. Injury prevention and safety

Instruction related to injury prevention and safety may include, but is not limited to, first aid, protective equipment such as helmets, violence prevention, topics related to bullying and harassment, emergency procedures, and Internet safety, and as required by law.

4. Mental, emotional, and social health

Health education courses offered to middle and/or high school students shall include mental health instruction that meets the requirements of Education Code 51925-51927, as specified in Administrative Regulation 6143 - Courses of Study.

5. Nutrition and physical activity
6. Personal and community health

Instruction in personal and community health may include, but is not limited to, oral health, personal hygiene, sun safety, vision and hearing protection, transmission of germs and communicable diseases, symptoms of common health problems and chronic diseases, and the effect of behavior on the environment, and as required by law.

Within each of the above content areas, instruction shall be designed to assist students in developing:

1. An understanding of essential concepts related to enhancing health
2. The ability to analyze internal and external influences that affect health
3. The ability to access and analyze health information, products, and services
4. The ability to use interpersonal communication skills, decision-making skills, and goal-setting skills to enhance health
5. The ability to practice behaviors that reduce risk and promote health
6. The ability to promote and support personal, family, and community health

Students Excused from Health Instruction

Upon written request from a parent/guardian, a student shall be excused from any part of health instruction that conflicts with the student's religious training and beliefs, including personal moral convictions. (Education Code 51240)

The district shall excuse a student from instruction in comprehensive sexual health education and HIV prevention education if the student's parent/guardian requests in writing that the student be excused. However, pursuant to Education Code 51932, such parental request shall not excuse a student from instruction, materials, presentations,

or programming that discuss gender, gender identity, gender expression, sexual orientation, discrimination, harassment, bullying, intimidation, relationships, or family and do not discuss human reproductive organs and their functions. (Education Code 51938)

In addition, the district shall excuse a student from instruction in sexual abuse and/or sexual assault awareness and prevention if the student's parent/guardian requests in writing that the student be excused. (Education Code 51900.6)

The district shall not administer any exam, survey, or questionnaire which contains questions about the student's or the student's family's personal beliefs or practices in sex, family life, morality, or religion unless the student's parent/guardian has given written permission. (Education Code 51513)

However, the district may administer anonymous, voluntary, and confidential tests, questionnaires, and surveys containing age-appropriate questions about students' attitudes concerning or practices relating to sex, as long as parents/guardians are notified of the right to request in writing that the student be excused from participation. A student shall be excused from participating in any such research or evaluation tools if the student's parent/guardian requests in writing to excuse the student from participation. (Education Code 51938)

Involvement of Health Professionals

Health care professionals, health care service plans, health care providers, and other entities participating in a voluntary initiative with the district are prohibited from communicating about a product or service in a way that is intended to encourage persons to purchase or use the product or service. However, the following activities may be allowed: (Education Code 51890)

1. Health care or health education information provided in a brochure or pamphlet that contains the logo or name of a health care service plan or health care organization, if provided in coordination with the voluntary initiative
 2. Outreach, application assistance, and enrollment activities relating to federal, state, or county-sponsored health care insurance programs if the activities are conducted in compliance with the statutory, regulatory, and programmatic guidelines applicable to those programs
-

Hanford Elementary School District
Agenda Request Form

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: April 11, 2025

For: (X) Board Meeting

For: (X) Action

Date you wish to have your item considered April 23, 2025

ITEM: New Administration Building at Woodrow Wilson Jr. High School

PCO 15 – Design Development – City Sewer Street Connection Rework

PURPOSE: Design Development – City Sewer Street Connection Rework

FISCAL IMPACT: \$29,891.52

RECOMMENDATION: Approve PCO 15 – Design Development – City Sewer Street Connection Rework



PCO #015

Ardent General Inc.
 2960 N. Burl Ave
 Fresno, California 93727
 Phone: (559) 492-3969

Project: 24-04 - 24-04 - Woodrow Wilson New Admin
 601 Florinda St.
 Hanford, California 93230

Prime Contract Potential Change Order #015: City Sewer Street Connection Rework

TO:	Hanford Elementary School District 714 N. White Street Hanford California, 93230	FROM:	Ardent General, Inc. 2960 N Burl Ave Fresno California, 93727
PCO NUMBER/REVISION:	015 / 0	CONTRACT:	1 - Standard Template [Change Name]
REQUEST RECEIVED FROM:		CREATED BY:	Stephanie Perkins (Ardent General, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	4/11 /2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$29,891.52

POTENTIAL CHANGE ORDER TITLE: City Sewer Street Connection Rework

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #033 - City Sewer Street Connection Rework
 City Sewer Street Connection Rework.

Excludes any other unrealized cost associated with this change.
 Reservation of rights to additional days/costs impacted by this change.

ATTACHMENTS:

CO 24060 - P003.pdf

#	Cost Code	Description	Type	Amount
1	22-0000 - Plumbing		Commitment	\$ 27,936.00
Subtotal:				\$27,936.00
OH&P: 5.00% Includes Cost Type (13)				\$ 1,396.80
Bond: 2.00% Includes Cost Type (13)				\$ 558.72
Grand Total:				\$29,891.52

Hanford Elementary School District
 714 N. White Street
 Hanford California 93230

We have reviewed the proposed costs and do not take any exceptions.

Ardent General, Inc.
 2960 N Burl Ave
 Fresno California 93727

 SIGNATURE DATE

Michael Morales 04.11.2025
 SIGNATURE DATE

 SIGNATURE DATE

TODD COMPANIES
P O BOX 6820
VISALIA, CA 93290
PH (559) 651-5820
FAX (559) 651-5830
E-MAIL jt2@jt2inc.com

DATE: 4/1/2025
CONTRACTOR: Ardent General Inc.
JOB: 24060 Woodrow Wilson JRHS New Admin (P)
DESCRIPTION: Offsite water main replacement.

CHANGE ORDER PROPOSAL

Contract Time Extension:

24060 - P003

pg 1 of 2

*UPON APPROVAL OF COSTS, TODD REQUIRES A MINIMUM
 OF 5 WORKING DAYS TO SCHEDULE WORK*

Material Costs

DIRECT MATERIAL COST		\$	4,497.60	
SUBTOTAL MATERIAL				\$ 4,497.60

Labor Costs

PLUMBER	76 HRS @	\$	110.41 HR.	\$	8,391.27
OPERATOR	24 HRS @	\$	109.70 HR.	\$	2,632.71
LABOR BURDEN	25% OF E-G			\$	2,756.00
SUBTOTAL				\$	13,779.98
TRAVEL TIME	TRIPS	\$	60.00 TRIP	\$	-
TRAVEL TIME	3 HRS @	\$	65.00 HR.	\$	195.00
SUBTOTAL LABOR					\$ 13,974.98

Equipment/Other Costs

EQUIPMENT- Tool Support Trucks	24 HRS @	\$	45.00 HR.	\$	1,080.00
EQUIPMENT- Mini Excavator E-60	16 HRS @	\$	125.00 HR.	\$	2,000.00
EQUIPMENT- Dump Truck Super 10	8 HRS @	\$	165.00 HR.	\$	1,320.00
EQUIPMENT- Skidsteer	8 HRS @	\$	65.00 HR.	\$	520.00
EQUIPMENT- Asphalt Roller 48"	8 HRS @	\$	75.00 HR.	\$	600.00
EQUIPMENT- Saw Truck	4 HRS @	\$	75.00 HR.	\$	300.00
SUBTOTAL OTHER DIRECT COST					\$ 5,820.00

SUBTOTAL PRIME COSTS \$ 24,292.58

OVERHEAD/PROFIT 15% \$ 3,643.89

SUBTOTAL \$ 27,936.47

TOTAL COST \$ 27,936

ESTIMATOR: DB/pa

PRICING IS VALID ON THIS CHANGE ORDER FOR 14 CALENDAR DAYS. AFTER 14 DAYS AND PRIOR TO FINALIZING THE CHANGE ORDER, CONTACT TODD TO CONFIRM THE PRICE REMAINS VALID. THIS IS DUE TO THE CURRENT HIGH VOLATILITY IN MATERIAL PRICING.

TODD COMPANIES
P O BOX 6820
VISALIA, CA 93290
PH (559) 651-5820
FAX (559) 651-5830
E-MAIL jt2@jt2inc.com

DATE: 4/1/2025
CONTRACTOR: Ardent General Inc.
JOB: 24060 Woodrow Wilson JRHS New Admin (P)
DESCRIPTION: Offisite water main replacement.

CHANGE ORDER PROPOSAL

24060 - P003

Contract Time Extension:

pg 2 of 2

Break down of materials:	UOM	Quantity	Rate	Total
8" DR14 C900 BLUE PIPE	FT	20	39.15 \$	783.00
8 QUANTUM CPLG	EA	2	472.50 \$	945.00
8" PIPE WRAP	EA	30	0.34 \$	10.20
METAL GUARD	EA	1	337.50 \$	337.50
BIT WRAP	EA	4	101.25 \$	405.00
2 SK SLURRY	YD	2	350.00 \$	700.00
DIR FEE	EA	1	250.00 \$	250.00
HMA	TN	2	96.00 \$	192.00
TACK OIL	G	2	67.50 \$	135.00
TACK BROOM	EA	1	16.20 \$	16.20
CLASS II BASE ROCK	TN	4	25.00 \$	100.00
LIQUID CHLORINE	G	1	10.80 \$	10.80
SPRAY BOTTLE	EA	1	12.15 \$	12.15
TRAFFIC CONTROL	EA	1	533.25 \$	533.25
ENCROACHMENT PERMIT	EA	1	67.50 \$	67.50
Total			\$	4,497.60

Break down of total hours:	Men	Hrs	Total
PLUMBER- Set traffic control, take down	4	4	16
PLUMBER- Traffic control flag man	2	8	16
PLUMBER- Sawcut	1	4	4
OPERATOR- Install slurry	1	8	8
PLUMBER- Install slurry	2	8	16
OPERATOR- Asphalt patch	2	8	16
PLUMBER- Asphalt patch	3	8	24
Total Hours:			100

Hanford Elementary School District
Agenda Request Form

TO: Board of Trustees

FROM: Joy C. Gabler

DATE: April 11, 2025

For: (X) Board Meeting

For: (X) Action

Date you wish to have your item considered April 23, 2025

ITEM:

New TK Classrooms at Monroe Elementary School

COR 7 – Flooring Revision \$3745.00

PURPOSE: Flooring revision regarding walk off mats.

FISCAL IMPACT: \$3745.00

RECOMMENDATION:

Approve COR 7

CHANGE ORDER REQUEST**COR 7****TO:** Oral E. Micham Inc.
Danielle Ward
P. O. Box 745
Woodlake, CA 93286**DATE:** 4/9/2025
COR NO: 7
BULLETIN NO:
PROJECT NO: 23134
VIA: Email**PROJECT:** New TK Classrooms at Monroe Elementary School
Hanford Elementary School District
DSA # 02-122190**Description:** Bulletin 3 - Flooring Revisions**Attachments:**

1 Monroe - COR#7 - Bulletin 3 - Flooring Revisions - Executed_2025-04-08.pdf

Response:

The Owner has approved your proposed costs associated with Change Order Request #f7210f78-7ffc-45c6-9632-bf5b99e989bd in the amount of with day(s) change in Contract Time.

This change will be documented in the next change order.

Remarks:

The Owner has approved the proposed costs associated with Change Order Request #7 in the amount of \$3,745.00 with 0 day(s) change in Contract Time.

Note: Additional days are not approved at this time. We will discuss claims for extended overhead costs as the project nears completion. Claims will be reviewed in accordance with Articles 7, 8 and 15 of the General Conditions.

This change will be formally documented in the next change order.

Should you have any questions, please call.

Sincerely,

Mike Morales, Construction Administrator
MANGINI ASSOCIATES INC.

Cc:

Jerry Riggins (Oral E. Micham Inc.)
Rich Marsh (Oral E. Micham Inc.)
drose@hanfordesd.org ()

The logo for MANGINI features a stylized, hand-drawn grey line that forms a vertical stem on the left and a horizontal bar across the top. The word "MANGINI" is written in a bold, white, sans-serif font across the horizontal bar.

MANGINI

MANGINI ASSOCIATES INC.

4320 West Mineral King Avenue
Visalia, California 93291
(559) 627-0530

www.mangini.us

Stephen Hahn (Stephen Hahn)
Gerry Mulligan (Hanford Elementary School District)
flourenco@hanfordesd.org ()
ansilva@hanfordesd.org ()



April 7, 2025

Mangini Associates Inc.
4320 W. Mineral King. Ave.
Visalia, CA 93292

RE: New TK/K Classrooms at Monroe Elementary School
COR #07

Dear Mike,

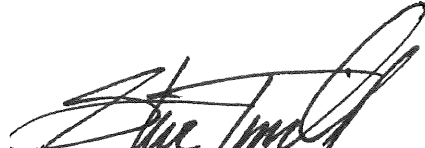
The following cost is per Bulletin 3. Please see the attached cost for the requested flooring revisions regarding the walk off mats.

Robinson's Flooring		\$	3,496.00
Subtotal		\$	3,496.00
O&P	5.00%	\$	174.80
Subtotal		\$	3,670.80
B. Risk, Liability, & Bond	2.00%	\$	73.42
Subtotal		\$	3,744.22

Total COR #07	\$	3,745.00
Total Requested Days	0	

Please contact our office if you have any questions

Sincerely,


Steve Tindle
Vice President
Oral E. Micham, Inc.

4.9.2025



GM

We have reviewed the proposed cost and do not take any exceptions.

Michael Morales 04.08.2025

Mike Morales, CA - MAI


**ROBINSON'S
INTERIORS** EST.
1980

FRESNO: 292 W HERNDON AVENUE

HANFORD: 230 N 11TH AVENUE

PHONE (559) 582-2610 . FAX (559) 582-1364 . Lic. No. 525913 . DIR #1000002954

Date: _____

From: MIKE HAILE

Cell: (559) 469-3360

TO: MICHAM _____

Project: NEW TK MONROE _____

ATT: RICH _____

HANFORD _____

BID AS PER SPECIFICATIONS
SECTIONS

BULLETIN 03**OMIT LVT AT ENTRIES**

**SUPPLY MATERIALS AND LABOR
FOR WALK OFF MATTS AS PER SPEC
TOTAL ADD REFLECTS LVT OMMITED**

TOTAL \$3,496.00 ADD

BID INCLUDES STANDARD FLOOR PREP, FLOATING OF SMALL CRACKS AND COLD JOINTS

**EXCLUSIONS GRINDING OF CONCRETE, EXCESSIVE FLOOR FLOAT AND LEVELING AND/OR SHOT BLASTING
NO VAPOR EMISSIONS AND/OR ALKALINITY TESTING OR CONTROL
NO SEALING, WAXING OR BUFFING OF FLOOR
NO COVERING/PROTECTION OF FINISHED FLOOR COVERING
NO DEMO / REMOVAL OF EXSISTNG FLOORING AND MASTIC
NO REMOVAL / REINSTALLING OF FURNITURE /FURNISHING**

BULLETIN

NO. 3

TO: Oral E. Micham, Inc.
P.O. Box 745
Woodlake, CA 93286

DATE: March 5, 2025
BULLETIN NO.: Three
PROJECT NO.: 23134
DSA FILE NO.: 16-14
DSA APPL. NO.: 02-122190

PROJECT: New TK Classrooms at Monroe Elementary School
Hanford Elementary School District

- Supplemental Instructions:** The Work shall be carried out in accordance with the following supplementary instructions, clarifications, or interpretations issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in Contract Sum or Contract Time.
- Proposal Request:** Submit an itemized proposal for changes in Contract Sum and/or Time for to the proposed modifications to the Contract Documents described herein. **This is not a Change Order, a Construction Change Directive, or a direction to proceed with the changes to the Work described herein.**

BULLETIN DESCRIPTION: Flooring Revisions – Walk Off Mat Additions

Item B3.01: Refer to Sheets A1 and A7.

- A. Omit LVT at room entry.
- B. Furnish and install walk off mats at room entry. Walk off mats shall be:
Mannington / Frixton Force #34365 – Static (5'x7' or 5'x8').

Refer to the attached document for additional information.

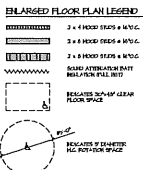
ATTACHMENTS: B3-A1, dated March 5, 2025
B3-A2, dated March 5, 2025

END BULLETIN NO. 3

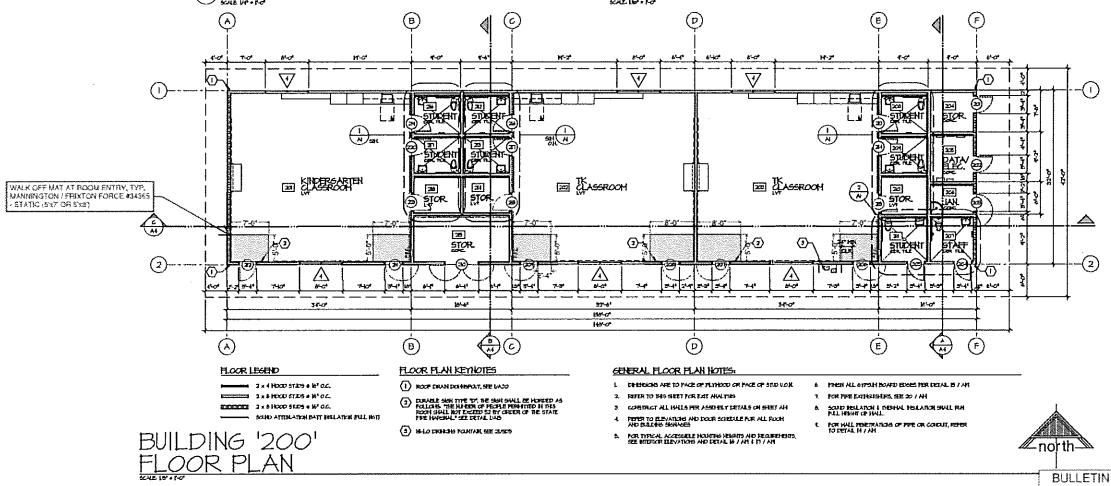
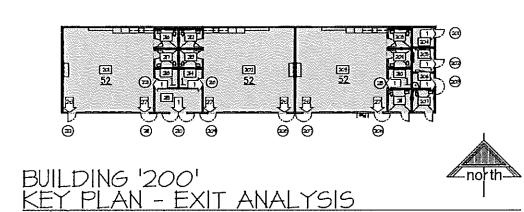
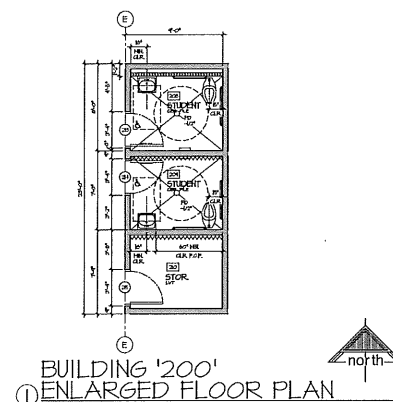
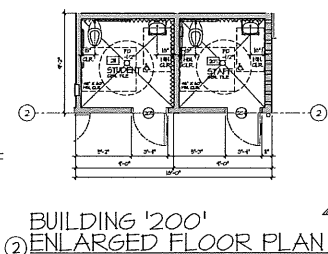
MANGINI ASSOCIATES INC.

By: Mike Morales Title: Construction Administrator

- ENLARGED FLOOR PLAN NOTES**
1. DIMENSIONS ARE TO FACE OF PLUMBING OR FACE OF STUD WALLS.
 2. REFER TO REVOLUTION AND ROOM SCHEDULE FOR ALL ROOMS AND SCHEDULED EQUIPMENT.
 3. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND DETAILS WITH ARCHITECT.
 4. FOR TYPICAL ACCESSIBLE ROUTING DETAILS, REFER TO BULLETIN 3-2022-01.
 5. FINISH ALL EXPOSED ROOF EDGES PER DETAIL 3-2022-01.



EXIT ANALYSIS											
CALCULATED OCCUPANTS OF FINALLY SIZED WITH ACCESSORY ROOMS WITH EXITS TO EXITS			EXITS CALCULATED BY SPACES			EXITS WITH CALCULATED					
ROOM NO.	NAME	AREA (SQ FT)	AREA (SQ FT) PER OCCUPANT	TOTAL OCCUPANTS	NO. OF EXITS	MIN. CLEARANCE HEIGHT	MIN. WIDTH OF EXIT	MIN. WIDTH OF EXIT PER CODE	MIN. WIDTH OF EXIT PER CODE	MIN. WIDTH OF EXIT PER CODE	MIN. WIDTH OF EXIT PER CODE
101	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
102	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
103	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
104	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
105	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
106	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
107	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
108	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
109	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
110	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
111	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
112	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
113	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
114	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
115	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
116	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
117	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
118	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
119	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
120	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
121	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
122	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
123	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
124	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
125	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
126	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
127	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
128	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
129	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
130	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
131	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
132	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
133	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
134	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
135	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
136	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
137	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
138	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
139	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
140	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
141	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
142	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
143	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
144	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
145	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
146	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
147	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
148	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
149	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0
150	OFFICE	100	10	10	1	7.0	3.0	3.0	3.0	3.0	3.0



APPROVALS

IDENTIFICATION STAMP
BY: [Signature]
DATE: 03/15/2024

SEAL OF ARCHITECT
MANGINI ARCHITECTURE
74 NORTH WHITE STREET, MANFORD, CA 92352

**NEW TK/K CLASSROOMS AT
MONROE ELEMENTARY SCHOOL**
HANFORD ELEMENTARY SCHOOL DISTRICT
74 NORTH WHITE STREET, MANFORD, CA 92352

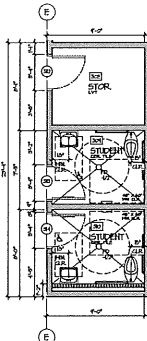
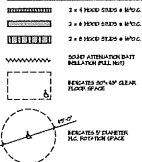
MANGINI ARCHITECTURE
74 NORTH WHITE STREET, MANFORD, CA 92352
(951) 222-1111

TITLE
BLDG '200'
FLOOR PLAN
A1
PROJECT: 23134

ENLARGED FLOOR PLAN NOTES

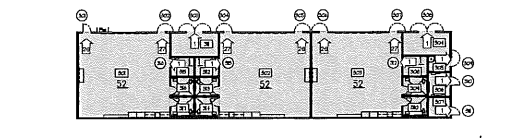
1. OPENINGS ARE TO FACE OF FL BEAMS UNLESS NOTED OTHERWISE.
2. REFER TO REVOLUTION AND ELEVATION DETAILS FOR ALL DOOR AND WINDOW FINISHES.
3. CONSTRUCT ALL HALLS PER ACCESSIBLE DETAILS OR DETAIL A.
4. FOR TYPE ACCESSIBLE LIGHTING FIXTURES, SEE DETAIL B / PART 11 / FIN.
5. FINISH ALL OPEN EDGED EDGES PER DETAIL B / FIN.

ENLARGED FLOOR PLAN LEGEND

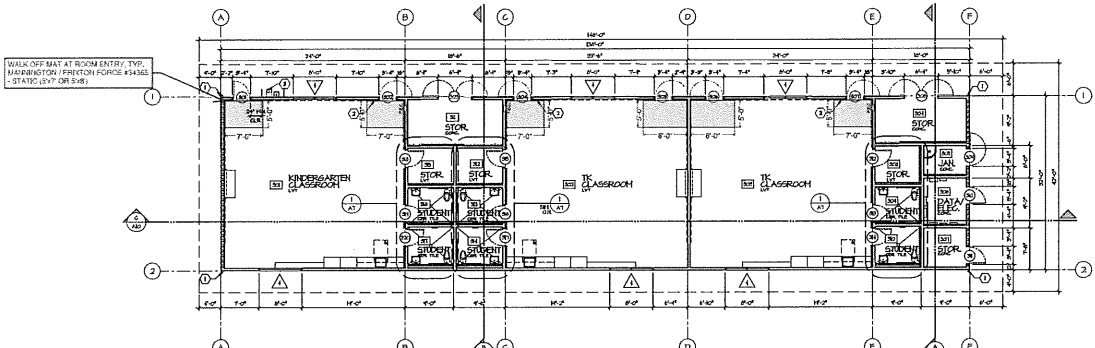


BUILDING '300'
 ① ENLARGED FLOOR PLAN
 SCALE: 1/4" = 1'-0"

EXIT ANALYSIS									
CALCULATED OCCUPANTS OF PRIVATE SPACES WITH ACCESSORY OCCUPANTS EXCEPT THROUGH					EXIT CALCULATIONS OF SPACES				
NO.	NAME	AREA (SQ FT)	USE	TYPE OF FLOOR FINISH	NUMBER OF FLOOR FINISH	NUMBER OF FLOOR FINISH	NUMBER OF FLOOR FINISH	NUMBER OF FLOOR FINISH	NUMBER OF FLOOR FINISH
1	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
2	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
3	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
4	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
5	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
6	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
7	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
8	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
9	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		
10	CLASSROOM	1000	CLASSROOM	CONCRETE	7	1000	7		



BUILDING '300'
 KEY PLAN - EXIT ANALYSIS
 SCALE: 1/4" = 1'-0"



BUILDING '300'
 FLOOR PLAN
 SCALE: 1/4" = 1'-0"

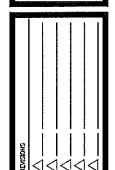
- FLOOR LEGEND**
- 7 x 4 HIDDEN STEPS & 8" O.C.
 - 2 x 4 HIDDEN STEPS & 8" O.C.
 - 2 x 4 HIDDEN STEPS & 8" O.C.
 - DOUBLE ATTENUATION-INT BELLFLOWER FALL NETS
- FLOOR PLAN KEYNOTES**
- 1. ROOF DRAIN (SEE PLAN, SEE US-20)
 - 2. EXPOSED REINFORCING SHALL BE PROTECTED BY A MINIMUM OF 1 1/2" OF CONCRETE OR OTHER PROTECTIVE MEASURES. SEE DETAIL A.
 - 3. HALL DRAINING SYSTEM, SEE US-20
- GENERAL FLOOR PLAN NOTES**
1. OPENINGS ARE TO FACE OF FINISH OR FACE OF SHIP LOAD.
 2. REFER TO REVOLUTION AND ELEVATION DETAILS FOR ALL DOOR AND WINDOW FINISHES.
 3. CONSTRUCT ALL HALLS PER ACCESSIBLE DETAILS OR DETAIL A.
 4. REFER TO REVOLUTION AND ELEVATION DETAILS FOR ALL DOOR AND WINDOW FINISHES.
 5. FOR TYPE ACCESSIBLE LIGHTING FIXTURES, SEE DETAIL B / PART 11 / FIN.
 6. FINISH ALL OPEN EDGED EDGES PER DETAIL B / FIN.
 7. REFER TO REVOLUTION AND ELEVATION DETAILS FOR ALL DOOR AND WINDOW FINISHES.
 8. DOUBLE ATTENUATION-INT BELLFLOWER FALL NETS SHALL BE PROTECTED BY A MINIMUM OF 1 1/2" OF CONCRETE OR OTHER PROTECTIVE MEASURES. SEE DETAIL A.

APPROVALS

REGISTRATION NUMBER: 121190-RVC
 REGISTERED FOR: ARCHITECT
 EXPIRES: 03/31/2025

DATE: MARCH 5, 2025

**NEW TK/K CLASSROOMS AT
 MONROE ELEMENTARY SCHOOL**
 HANFORD ELEMENTARY SCHOOL DISTRICT
 714 NORTH WHEAT STREET, HANFORD, CA 93222



MANGINI ARCHITECTURE
 ARCHITECTS

TITLE: BLDG 300 FLOOR PLAN

PROJECT: 23134

DATE: MARCH 5, 2025

Hanford Elementary School District
PERSONNEL DEPARTMENT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: April 11, 2025

FOR: Board Meeting
 Superintendent's Cabinet
 Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 23, 2025**

ITEM: Hear public input on Hanford Elementary Teachers Association's (HETA's) initial proposal for a successor agreement between Hanford Elementary School District (HESD) and HETA beginning with the 2025-2026 school year.

PURPOSE: HETA's initial proposal for a successor agreement with HESD was presented at the Board Meeting on April 9, 2026. Comments from the public regarding the proposal are to be heard prior to Board action to accept the proposal [Gov. Code 3547 (b) and (c)].

The current collective bargaining agreement between the District and HETA expires June 30, 2025.

FISCAL IMPACT: Unknown at this time.

RECOMMENDATION: Hear comments from the public and accept HETA's initial proposal for contract negotiations with HESD.

TO: Jaime Martinez, Assistant Superintendent, Human Resources
FROM: Gina Young, HETA VP, Negotiations
RE: HETA Contract Reopeners per Article 1 C of the Collective
Bargaining Agreement
DATE: 3/6/2025

Article 1: Agreement

C-Update date

Article 4: Association Rights

I-Change allotted release time when a sub is not needed

Article 9: Certificated Evaluation and Personnel Files

I-2 eliminate since we do not have PAR

J-Self-Directed Evaluation-Discussion

Article 10- Teacher Safety

H-C The District will assist members with home visits when necessary. No teacher will be **responsible/required** for making home visits.

Article 11 School Calendars and Work Year

We previously agreed to the calendar for the 2025-2026 school year.

A-3 Nurses asking to work 3 days before students arrive in exchange for PD Days

Article 13: Teaching Hours and Teaching Load

E-1-Parent/Teacher Conference

Discuss possible changes for planning out schedules.

RSP/SCD/Interpreter/junior high

G-Adjunct Duties-remove

I-Miscellaneous

3-Change the compensated at their per diem rate

Article 14-Class Size

SDC class exceeds the contracted class size class limit of 15 students, the District shall par the affected teacher overage pay

Limit nurses to not more than two sites each

Article 16-Leaves

6-Catastrophic Sick Leave Bank

Article 18 Employee Group Health and Welfare Insurance Benefits

HETA would like the District to maintain fully District paid Dental, Vision, Life, and Medical insurance premiums, including any increase for the 2025-2026 school year.

Article 20 Salary

The Association proposes that the salary schedule be increased so the District is highly competitive with other school districts in Kings and Tulare Counties in order to retain current employees and continue to attract high quality educators for the future.

Review of Step and Column and Teaching Stipends

Article 21 Payment for Co-Curricular Activities

F-Field Trip: Members from Teachers

-Unit pay

-E-omit/discuss overnight stay and pay

-Add lead nurse

Gina Young

HETA VP, Negotiations

Team members-

Garrett Toy

Sarah Crisp

Crystal Avila

Peter Gonsalves

Hanford Elementary School District
PERSONNEL DEPARTMENT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: April 11, 2025

FOR: Board Meeting
 Superintendent's Cabinet

Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 23, 2025**

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PURPOSE: The District's initial proposal for a successor agreement with HETA was presented at the Board Meeting on April 9, 2025. Comments from the public regarding the proposal are to be heard prior to Board action to accept the proposal [Gov. Code 3547 (b) and (c)].

The current collective bargaining agreement between the District and HETA expires June 30, 2025.

FISCAL IMPACT: Unknown at this time.

RECOMMENDATION: Hear comments from the public and accept District's initial proposal for contract negotiations with HETA.

**HANFORD ELEMENTARY SCHOOL DISTRICT'S
INITIAL PROPOSAL
FOR SUCCESSOR COLLECTIVE BARGAINING AGREEMENT WITH
HANFORD ELEMENTARY TEACHERS ASSOCIATION**

Effective July 1, 2025

Article 1: Agreement

Update dates for terms of the Agreement.

Article 4: Association Rights

Clarify definition of "duty time".

Add language related to Ed Code 44987 related to leave for Union Officer.

Article 8: Transfer

Add language to involuntary transfer process for qualification to teach TK, PE, FLI, or other specialized areas.

Change "duty day" to "instructional day" in involuntary transfer section.

Article 9: Certificated Evaluation and Personnel Files

Update evaluation process and forms to reflect new California Standards for the Teaching Profession.

Edit language related to Federal Definition of highly qualified.

Delete obsolete language related to PAR.

Change reference to Assistant Superintendent of Special Services to Assistant Superintendent of Student Services.

Article 11: School Calendar

Discuss parent teacher conference days.

Discuss moving January PD Day to start of year for the purpose of mandatory trainings.

Article 12: Faculty Advisory Committee

Add language related to confidentiality in personnel and student matters.

Article 13: Teaching Hours and Teaching Load

Clarify expectations for the professional workday.

Revise language to reflect expectations related to nurses.

Revise Parent Teacher conference procedures to reflect current practice.

Clarify language for absences during staff meetings.

Article 14: Class Size

Revise references to TK.

Discuss SDC/RSP ratio and model at 7-8.

Article 16: Leaves

Revise language to reflect expectations related to nurses.

Eliminate the one day of Paid Family Illness Leave.

Add option of designated person under FMLA.

Add language that bereavement leave must be taken within one year of death.

Discuss differential pay for employees who have exhausted all paid leave.

Article 18: Health & Welfare Benefits

Consider change of JPA from SISC to SET TC.

Discuss Health & Welfare Benefits in combination with any proposed salary increases or additional cost items as a total compensation package.

Article 20: Salary

Discuss salary in combination with any changes to health & welfare benefits or additional cost items as a total compensation package.

Discuss official transcripts requirement for column advancement.

Clarify split assignment stipend does not include itinerant art or pe teachers.

Article 21: Payment for Co-Curricular Activities

Discuss payment of co-curricular activities including units and listing.

Article 29: Effect of the Agreement

Update dates for Effect of the Agreement.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy Gabler

FROM: Jason Strickland

DATE: 4/10/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 4/23/2025

ITEM: BP 5116.2 – Involuntary Student Transfers

PURPOSE: Policy updated to clarify that the policy only addresses involuntary transfers to other schools within the district, add that the determination of where to transfer a student who is the subject of involuntary transfer include a review of the programs to which the student may be involuntarily transferred, provide that the Superintendent or designee ensure that involuntary transfers are made in a nondiscriminatory manner, and reflect NEW CALIFORNIA DEPARTMENT OF EDUCATION GUIDANCE regarding legal requirements and recommended best practices governing voluntary and involuntary students transfers. Policy also updated to clarify requirements for an involuntary transfer of a student who has been convicted of a violent felony or a misdemeanor associated with possession of a firearm, an involuntary transfer to a continuation education program or class within the district, or an involuntary transfer to a community day school within the district. Additionally, policy updated to include information regarding notice and disclosure requirements.

FISCAL IMPACT: None**RECOMMENDATIONS:** Approve

Policy 5116.2: Involuntary Student Transfers

Status: ADOPTED

Original Adopted Date: 11/08/2017 | Last Reviewed Date: 11/08/2017

The ~~While the~~ Board of Trustees desires to enroll students in the district school of their choice, ~~but it~~ recognizes that circumstances sometimes necessitate the involuntary transfer of ~~some students~~ a student to another school or program in the district.

The Superintendent or designee shall develop procedures to facilitate the ~~transition~~ involuntary transfer of such students ~~into their new school of enrollment~~.

~~As applicable, when determining the best placement for a student who is subject to involuntary transfer~~ As applicable and as permitted by law, the Superintendent or designee shall review all educational options for which the student is eligible, the student's academic progress and needs, the enrollment capacity at ~~district schools~~ the schools or programs to which the student could be involuntarily transferred, and the availability of support services and other resources.

~~Whenever a student is involuntarily transferred, the Superintendent or designee shall provide timely written notification to the student and his/her parent/guardian and an opportunity for the student and parent/guardian to meet with the Superintendent or designee to discuss the transfer.~~

~~Students~~ The Superintendent or designee shall ensure that involuntary transfers are made in a non-discriminatory manner as specified in Board Policy 0410 - Nondiscrimination In District Programs And Activities.

Involuntary Transfer of a Student Convicted of Violent Felony or Misdemeanor Related to Possession of Firearms

A student may be transferred to another district school if ~~he/she~~ the student is convicted of a violent felony, as defined in Penal Code 667.5(c), or a misdemeanor listed in Penal Code 29805 and is enrolled at the same school as the victim of the crime for which ~~he/she~~ the students was convicted. However, before recommending such a transfer, the ~~(Education Code 48929) Before transferring such a student, the Superintendent or designee~~ Superintendent, the principal, or other designee shall notify the student and the student's parent(s)/guardian(s) of the right to request a meeting with the principal or designee and shall attempt to resolve the conflict using restorative justice, counseling, or other such services. He/she shall also notify the student and his/her parents/guardians of the right to request a meeting with the principal or designee. Participation of the victim in any conflict resolution program shall be voluntary, and the victim shall not be subjected to any disciplinary action for refusing to participate. (Education Code 48929)

~~Participation of~~ If the victim in any attempt to resolve the ~~conflict resolution program shall be voluntary, and he/she shall~~ using restorative justice, counseling, or other such services is not be subjected to any disciplinary action for his/her refusal ~~successful or the victim elects not to participate in conflict resolution.~~

~~The, the~~ principal or designee shall may submit to the Superintendent or designee a recommendation ~~as to whether or not~~ that the student should be involuntarily transferred. If the Superintendent or designee determines that a transfer would be in the best interest of the students involved, ~~he/she~~ agrees with the recommendation, the Superintendent shall submit such recommendation to the Board for approval. The Superintendent's recommendation to the Board shall include the date by which the Superintendent or designee will review the involuntary transfer to determine whether to recommend to the Board that the student be permitted to transfer back to the student's original school.

The Board shall, in accordance with Board Bylaw 9321 - Closed Session, deliberate and vote on the

recommendation, as well as any subsequent recommendation to permit the student to transfer back to the student's original school, in closed session to maintain the confidentiality of student information, unless ~~the~~ a parent/guardian or adult student submits a written request that the matter be addressed in open session and doing so would not violate the privacy rights of any other student. The Board's ~~decision~~ decisions in these instances shall be final.

~~The decision to transfer a student shall be subject to periodic review by the Superintendent or designee.~~

Involuntary Transfers to a Community Day School within the District

If a student is expelled from school for any reason in accordance with Board Policy 5144.1 - Suspension And Expulsion/Due Process, is probation-referred pursuant to Welfare and Institutions Code 300 or 602, or is referred by a school attendance review board or another formal district process, ~~he/she~~ the student may be transferred to a district community day school- as specified in Board Policy 6185 - Community Day School. (Education Code 48662)

Notice, Information, and Reports

The Superintendent or designee shall include notice of this policy in the annual notification to parents/guardians in accordance with Education Code 48980. (Education Code 48929)

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than

English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices and reports sent to the parent(s)/guardian(s) of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

Whenever an employee learns that a student's parent/guardian is unable to understand the district's printed notifications or reports for any reason, the employee shall inform the principal or designee, who shall work with the parent/guardian to establish other appropriate means of communication.

When a foster youth or American Indian Student, as defined in Welfare and Institutions Code 224.1, is being considered for an involuntary transfer, all notices, documents, and information that would be provided to parents/guardians shall be provided to the foster youth's educational rights holder, attorney, and county social worker and the American Indian Student's tribal social worker and, if applicable, county social worker. (Education Code 48853.5)

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Joy C. Gabler
FROM: Jaime Martinez
DATE: April 11, 2025
RE: (X) Board Meeting
() Superintendent's Cabinet
() Information
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 23, 2025**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Certificated

- Kelsey Lopez, Art Teacher, Probationary, effective 8/7/25
- Benjamin Wickenden, Art Teacher, Probationary, effective 8/7/25
- Lisa Polder, Special Education Teacher, Probationary, effective 8/7/25
- Olivia Gebhart, Special Education Teacher, Probationary (Intern), effective 8/7/25

Classified

- Alissandra Cortez, READY Program Tutor – 4.5 hrs., Simas, effective 4/7/25
- Brian Najjar-Carrillo, READY Program Tutor – 4.5 hrs., King, effective 4/7/25

Classified Temps/Subs

- Brianna McIntyre, Substitute Yard Supervisor, effective 4/1/25
- Melisa Rodriguez Medel, Substitute Paraprofessional (TK/K), Translator: Oral Interpreter and Translator: Written Translator, effective 4/1/25
- Melissa Tolano, Substitute Yard Supervisor, effective 3/31/25

Short Term Contracts

- Wylee Barajas, Short-Term Yard Supervisor – 2.25 hrs., Hamilton, effective 4/7/25-5/2/25
- Debra Cawley, Short-Term Nurse – 8.0 hrs., Roosevelt/Washington, effective 4/7/25-6/7/25

- Ava Holmes, Short-Term Yard Supervisor – 2.0 hrs., Monroe, effective 4/22/25-6/6/25
- Patricia Soper, Short-Term Nurse – 8.0 hrs., Roosevelt/Washington, effective 4/7/25-6/7/25

b. Resignations

Classified

- Olivia Gebhart, Special Education Aide – 5.0 hrs., Washington, effective 6/6/25
- Ariana Trujillo, Educational Tutor, K-8 – 4.5 hrs., King, effective 5/23/25
REVISED
- Milagros Valdenegro, READY Program Tutor – 4.5 hrs., Jefferson, effective 6/6/25
- Daisy Wallace, Licensed Vocational Nurse (Bilingual) – 8.0 hrs., Monroe, effective 7/18/25

Retirements

- Janine Parsons, Library/Media Technician – 8.0 hrs., Washington, effective 6/13/25
- Lisa Puente, Yard Supervisor – 2.5 hrs., King, effective 3/28/25

Release of At-Will Employee – Lack of available work due to PERS rules and regulations

- Leslie Arakelian, Substitute Clerk Typist I and Student Specialist, effective 1/11/24
- Oscar Barron Jr., Substitute Licensed Vocational Nurse and Yard Supervisor, effective 2/20/24
- James Landolt, Substitute Yard Supervisor, effective 10/4/24
- Raymond Mueller, Substitute Personnel Specialist, Warehouse/Reprographics and Mail Technician and Administrative Secretary I, effective 8/11/23
- Lorene Silva, Substitute Account Technician IV, effective 9/18/24
- Susanne Springer, Substitute Clerk Typist I/II and Yard Supervisor, effective 9/6/24
- Sandra Virden, Substitute Yard Supervisor, effective 10/4/24
- Gina Wibeto, Substitute Food Service Worker I, Food Service Worker II and Food Service Utility Worker, effective 9/30/24

c. Volunteers

Name

Randi Silkwood
 Maria Canchola-Delgado
 Yadira Martinez Patino
 Mireya Gomez
 Lisa Puente

School

Hamilton
 Jefferson
 Jefferson
 King
 King

Elizabeth Botello
Hannah Felix
Estavan Mendez
Lorreta Oquita
Diana Vargas
Mayra Avila
Alexis Flores
Elizabeth Perez Tiscareno
Tara Borba
Linda Danley
Priscilla Sosa

Lincoln
Lincoln
Lincoln
Lincoln
Lincoln
Roosevelt
Roosevelt
Roosevelt
Simas
Simas
Washington

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/11/2025

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 04/23/2025

ITEM:

Consider adoption of the Resolution #29-25 Authorizing Filing of Application(s) for State Allocation Board Administered Programs

PURPOSE:

Resolution #29-25 will allow the District to apply for State funding for the Woodrow Wilson Administration Building modernization project.

FISCAL IMPACT:

This resolution potentially provides the District modernization funding for the Woodrow Wilson Junior High School Administration building.

RECOMMENDATIONS:

Adopt Resolution #29-25.

HANFORD ELEMENTARY SCHOOL DISTRICT
RESOLUTION NO. 29-25
**RESOLUTION AUTHORIZING FILING OF APPLICATION(S) FOR STATE
ALLOCATION BOARD–ADMINISTERED PROGRAMS**

WHEREAS, Education Code established multiple programs to be administered by the Department of General Services (DGS) as staff to the State Allocation Board (SAB); and

WHEREAS, the **Hanford Elementary** School District intends to file applications for eligibility determination, file applications for funding, and/or certify information under one or more SAB-Administered Program(s); and

WHEREAS, the **Hanford Elementary** School District intends to file applications for eligibility determination and/or applications for funding under the School Facility Program (SFP) as provided in Section 17070.10, et seq., of the Education Code; and

WHEREAS, the **Hanford Elementary** School District is aware that all application submittals on or after October 31, 2024, are subject to Section 17070.54 of the Education Code; and

WHEREAS, the **Hanford Elementary** School District is aware of the minimum requirements for the five-year school facilities master plan as outlined in Section 17070.54 of the Education Code;

NOW, THEREFORE BE IT RESOLVED THAT, as a condition of participating in the SFP, as administered by the SAB, the **Hanford Elementary** School District shall submit to the DGS a five-year school facilities master plan, or updated five-year school facilities master plan, approved by the governing board of the **Hanford Elementary** School District for all application submittals on or after October 31, 2024; and

NOW, THEREFORE BE IT RESOLVED THAT, the **Hanford Elementary** School District, as a condition of SFP participation, shall submit the required five-year school facilities master plan within 90 days of the Office of Public School Construction notification of processing the application; and

NOW, THEREFORE BE IT RESOLVED THAT, the **Hanford Elementary** School District acknowledges that failure to submit an acceptable five-year school facilities master plan may result in rescission of project funding.

Enacted this 23rd day of April, 2025
by the Hanford Elementary School District Board of Trustees.

Ayes:
Noes:
Absent:

President of the Board of Trustees of
the Hanford Elementary School District
of Kings County, California

CERTIFICATION

I, Lupe Hernandez, certify that the foregoing is a correct copy of a resolution passed and adopted by the Hanford Elementary School District on April 23, 2025.

Date: _____

Lupe Hernandez, Board Secretary/Clerk
Hanford Elementary School District