

**HANFORD JOINT UNION HIGH SCHOOL DISTRICT  
BOARD OF TRUSTEE  
Meeting of March 23, 2021  
Hanford Joint Union High School District Office  
823 W. Lacey Boulevard, Hanford, California  
5:30 PM Closed Session • 6:00PM Open Session**

**MINUTES**

**I. CALL TO ORDER**

President Martella opened the meeting at 5:30 p.m. with Trustees present: Chavarin, Gillum, Johnson, Martella and Massey.

**A. COMMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS**

No comments from the public.

**II. ADJOURN TO CLOSED SESSION**

The meeting was adjourned to closed session at 5:30 p.m. by President Martella. Trustees present: Chavarin, Gillum, Johnson, Martella and Massey.

Discussion took place regarding:

- ≈ Public Employee Appointment (Certificated) (GC 54957)
- ≈ Public Employee Appointment (Certificated Management) (GC 54957)
- ≈ Public Employee Performance Evaluation (Superintendent) (GC 54957)
- ≈ Public Employee Employment/Employment- Administrative Positions (GC 54957)

**III. RECONVENE TO OPEN MEETING, FLAG SALUTE AND WELCOME**

President Martella, reconvened the open meeting at 6:21 p.m. Trustees present: Chavarin, Gillum, Johnson, Martella and Massey.

Administrators/staff present: Rosa, Creech, Fagundes, Peters, Whaley, Stidman, and Stout.

President Martella led the flag salute.

**IV. REPORTS / BUSINESS**

**A. REPORT OF CLOSED SESSION**

President Martella reported that no action was taken in closed session.

**B. COMMENTS FROM THE STAFF**

No comments from the staff.

**C. COMMENTS FROM THE PUBLIC**

No comments from the public.

D. CORRESPONDENCE

No correspondence.

E. CONSENT AGENDA

1. Resolution No. 21-06: Placement of Employee #44381 on 39-Month Reemployment List Pursuant to Education Code Section 45195
2. Warrants – Payment of Warrant Requests: 03/12/2021, 03/19/2021
3. Minutes of Regular Board Meeting: 03/09/2021

Motion was made by Trustee Chavarin, seconded by Trustee Gillum to approve the Consent Agenda items as presented.

Ayes:	Chavarin, Gillum, Johnson, Martella and Massey
No:	None
Abstain:	None
Absent:	None

F. SUPERINTENDENT'S REPORT

Superintendent Rosa formally requested that the board begin his annual evaluation process.

1. Student Virtual Events

Superintendent Rosa presented the following Student Virtual Events:

1. FFA – San Joaquin Region FFA Chapter Challenge
2. FFA – UC Davis FFA Field Day
3. FFA – Dinuba FFA Field Day
4. FFA – Chico FFA Field Day
5. FFA – Golden State Field Day
6. Industrial Arts – CITEA State Conference
7. FFA – Modesto Jr College Field Day
8. FFA – SJR Speaking Competition: Prepared Public Speaking
9. FFA – SJR Speaking Competition: Impromptu & Job Interview Contest
10. HWHS SkillsUSA – State Conference & Championship Competition
11. HWHS ASB – Student Leadership Conference
12. SPHS SkillsUSA – State Conference and Championship Competition
13. FFA – Reedley FFA Field Day
14. HWHS – TK College & Career EXPO (Sports Medicine Competition)

This item is presented for information only.

2. Resolution 21-07; Proclaiming May 19, 2021 as HJUHS Staff Appreciation Day

Superintendent Rosa presented Resolution 21-07 Proclaiming May 19, 2021 as HJUHS Staff Appreciation Day.

Fiscal Impact: Cost is estimated not to exceed \$1,500.

Motion was made by Trustee Johnson, seconded by Trustee Chavarin to approve Resolution 21-07 as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None  
Abstain: None  
Absent: None

3. California School Board Association (CSBA) Recommended Board Policies to be Rescinded

Superintendent Rosa presented the CSBA Recommended Board Policies to be Rescinded. The District is in the process of updating its policies in conjunction with the CSBA recommendations as CSBA changes the way they process district policies. The policies listed are unique to our district, but are now obsolete and need to be rescinded from our Board Policy Manual.

This item is presented for information and action.

BP 0210 Goals for Student Learning-1988	BP 6145.3 Publications-1989
BP/AR 1111 School-Sponsored Publications-1888	BP 6146.12 Early/Mid-Term And Summer School Graduation Requirements-1998
BP 4223 Non-Certificated Coaches-1988	AR 6153.1 Student Competition/Field Trips-2010
BP 4252 Salary Checks and Deductions-1988	BP 6163.11 District Library Media Centers Materials Selection-1989
BP 4331.1 Administrator Training and Evaluation Program-1988	BP 6164 Individual Services and Diagnostic Counseling-1989
BP 4352 Salary Checks and Deductions-1988	BP 6164.1 Health Services-1989
AR 4362 Vacations/Holidays-1988	BP 6164.3 Psychological Services-1989
BP 5114 Attendance Records; Registers-1989	BP 6164.11 Drugs, Alcohol, Tobacco-1989
BP 5122 Academic Load-2012	BP 7230 Building Design-1989
AR 6114.4 Surprise Attack-1989	BP 7310.1 Monuments, Murals And Mosaics-2001
BP 6114.5 Foggy Day Schedule-2004	BB 9323.1 Order of Business-2005
BP 6142.71 Driver Training-2003	BB 9330 Membership in Associations-1989
BP/AR 6144.1 Outside Speakers on Campus-1989	

Motion was made by Trustee Johnson, seconded by Trustee Gillum to approve the CSBA Recommended Board Policies to be Rescinded as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None  
Abstain: None  
Absent: None

4. Agreement Signed by Superintendent or Designee

- Tulare County Superintendent of Schools-MOU for Consortium Application for CTEIG

Motion was made by Trustee Gillum, seconded by Trustee Chavarin to approve the Agreement Signed by Superintendent or Designee as presented.

Brief discussion ensued to clarify the consortium and how funding is allocated to the districts and its schools.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None  
Abstain: None  
Absent: None

## G. FINANCIAL REPORT

### 1. Financial Report

Business Director Fagundes presented the Financial Report for the period of July 1, 2020 through February 28, 2021, which contains all funds of the District.

Fiscal Impact: The budgeted estimated ending balance for the General Fund is \$9,973,690.24.

This item is presented for information only.

### 2. Donation to Hanford West High School

Director Fagundes presented the Donation to Hanford West High School from Nancy Martinez for information and action.

Welder and Cart- \$3,000  
Gas Tanks (3)- \$400  
Helmet- \$400  
Gloves, Apron- \$75

Motion was made by Trustee Johnson, seconded by Trustee Massey to approve the Donation to Hanford West High School as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None  
Abstain: None  
Absent: None

### 3. Declaration of Surplus Property

Director Fagundes presented the Declaration of Surplus Property which includes several welders listed in the agenda packet to be either sold or donated. This item is presented for information and action.

Brief discussion ensued regarding the surplus property. Assistant Superintendent Creech noted that in this case, Kit Carson Elementary School District will have first priority for these items. Due to the pandemic, the district has not held sales of property; however, once restrictions are lifted, this process is expected to once again begin.

Motion was made by Trustee Johnson, seconded by Trustee Chavarin to approve the Declaration of Surplus Property as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None

Abstain: None  
Absent: None

4. Hanford High School Modernization Phase 4 Project

Assistant Superintendent Creech presented HHS Modernization Phase 4 Project. Bids are currently being accepted for this project. The Mandatory Pre-Bid Conference was held on March 2 and 10, 2021 for interested bidders. Bids are due by 2:00 p.m., March 30, 2021.

Fiscal Impact: This project will be funded from Measure W Bond Funds, State Facilities Funds and Building Reserves.

Results of the Bid opening will be brought to the Board at the next meeting for action.

5. Hanford High School Modernization Pool Shade Structures Project

Assistant Superintendent Creech presented the HHS Modernization Pool Shade Structures Project. Bids are currently being accepted for this project. The Mandatory Pre-Bid Conference was held on March 2 and 10, 2021 for interested bidders. Bids are due by 2:00 p.m., March 30, 2021.

FISCAL IMPACT: This project will be funded from Measure W Bond Funds, State Facilities Funds and Building Reserves.

Results of the Bid opening will be brought to the Board at the next meeting for action.

6. Hanford High School Modernization Pool Bleachers Project

Assistant Superintendent Creech presented the HHS Modernization Pool Bleachers Project. Bids are currently being accepted for this project, which is part of Phase 4 Modernization of HHS. Bids are due by 2:00 p.m., April 1, 2021.

FISCAL IMPACT: This project will be funded from Measure W Bond Funds and Building Reserves.

Results of the Bid opening will be brought to the Board at the next meeting for action.

H. EDUCATIONAL SERVICES / SPECIAL PROGRAMS / ADMINISTRATIVE SERVICES

1. Consolidated Application 2020/2021- Winter Submission

The 2020/2021 Consolidated Application Winter Submission returned for approval as presented.

Motion was made by Trustee Johnson, seconded by Trustee Chavarin to approve the 2020/2021 Consolidated Application Winter Submission as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey

No: None  
Abstain: None  
Absent: None

## 2. New Textbook Adoption

### ➤ Essentials of Business Communication

The New Textbook Adoption returned for approval as presented.

Motion was made by Trustee Gillum, seconded by Trustee Chavarin to approve the adoption of the Essentials of Business Communication textbook as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None  
Abstain: None  
Absent: None

Discussion ensued regarding the reason for purchase and student usage. Educational Services Director Peters noted this textbook contains updated business standards and estimates this textbook duration to be about 10 years, unless the standards change. He also stated that there will be no need for students to take this textbook home; therefore, in this case and others like it, the district purchases classroom sets only. This textbook may not be used daily, but will be utilized weekly. Director Peters stated the district provides a textbook for each student for all academic core classes.

Trustee Gillum noted the textbook selection form notes the text we are purchasing is paper back. Director Peters clarified we are purchasing a hardbound text and will make the form correction.

Regarding outdated textbooks, Superintendent Rosa stated that old textbooks follow the surplus process and are destroyed if another district does not have a need for them and we are unable to sell them to Follet, who repurposes them to other districts.

Trustee Gillum made an amended motion to state "approve the adoption of the Essentials of Business Communication textbook in hardcover", seconded by Trustee Massey to approve the amended motion.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
No: None  
Abstain: None  
Absent: None

## 3. Recommended Board Policy Update

### ➤ Intradistrict Open Enrollment- Board Policy 5116.1

Educational Services Director Peters presented the Intradistrict Open Enrollment Board Policy 5116.1. This policy is being revised to include a

timeline specific to incoming freshmen to be inline with our registration process and timeline. The proposed timeline for incoming freshmen is December 1<sup>st</sup> – January 31<sup>st</sup>.

This item will be brought back at the next regularly scheduled meeting for board consideration.

## I. HUMAN RESOURCES

### 1. Proposed Revised Job Description for the Custodian and Lead Custodian Positions

Administrative Services Director Whaley presented the Proposed Revised Job Description of the Custodian and Lead Custodian Positions for information and action. These changes are proposed to the current Custodian and Lead Custodian job descriptions, as the district plans to create a hierarchy in the Custodian classification by having a Custodian I, Custodian II, and Custodian III positions.

Revisions has been shared with CSEA for their input and approval.

### 2. Proposed Job Description and Salary Placement for Custodian III position

Director Whaley presented the Proposed Job Description and Salary Placement for Custodian III position for information and action. This position will provide oversight of the custodians and provide training to those on staff.

The proposed job description and salary placement have been approved by CSEA.

Motion was made by Trustee Johnson, seconded by Trustee Massey to approve items I.1 and I.2 as a book, as presented.

Ayes:	Chavarin, Gillum, Johnson, Martella and Massey
No:	None
Abstain:	None
Absent:	None

### 3. Proposed Job Description and Salary Placement for the Career Education Instructor, Health Occupations I-II Nurse Assistant

The Proposed Job Description and Salary Placement for the Career Education Instructor, Health Occupations I-II Nurse Assistant returned for approval as presented.

### 4. Proposed Job Description and Salary Placement for the Nursing Program Director

The Proposed Job Description and Salary Placement for the Nursing Program Director returned for approval as presented.

Motion was made by Trustee Gillum, seconded by Trustee Chavarin to approve items I.3 and I.4 as a book, as presented.

Ayes: Chavarin, Gillum, Johnson, Martella and Massey  
 No: None  
 Abstain: None  
 Absent: None

5. Personnel Assignments

Director Whaley presented the Personnel Assignments for information and action.

Classified Resignation:

Alvin Mello – Warehouse Technician; MOT; effective 03/19/2021

Classified Probationary Termination:

Ivan Quintero – Campus Safety I; EFJ; effective 03/16/2021

Extra-Curricular Employment 2020/2021:

Tina Guzman – Athletic Trainer; HWHS

Classified Employment:

Maricia Cuevas – Bus Driver/Utility Person; MOT

Classified Extra-Curricular Employment:

Florencio Perez, Jr. – Varsity Baseball Assistant Coach; HHS

Catarina Villanueva – Assistant Diving Coach; HHS

Certificated Employment:

Chad Revious – 2021/2022 PE Teacher; SPHS

Samuel Underwood – 2021/2022 English Teacher; HWHS

Sara Villines – 2021/2022 ASB Director; SPHS

Robert Hardgrave – 2020/2021 Hanford Adult School Teacher

Certificated Management Resignation:

Chad Revious – Learning Director; SPHS; effective June 30, 2021

Certificated Management Employment 2021/2022:

Grant Patrick Snyder – Learning Director; SPHS

Summer School Classified Staffing:

NAME	POSITION	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	LOCATION
Richard Cauthen	Bus Driver; 4 hours per day	X		MOT
Aaron Gazley	Bus Driver; 4 hours per day	X		MOT
John Jackson	Bus Driver; 4 hours per day	X		MOT
Fred Perez	Bus Driver; 4 hours per day		X	MOT
Lina Salinas	Bus Driver; 4 hours per day		X	MOT
John Stafford	Bus Driver; 4 hours per day		X	MOT
Gregory Washington	Campus Safety I; 5 hours per day	X	X	SPHS
Laura Bustinza	Campus Safety I; 5 hours per day	X	X	SPHS



Barbara Crose	Campus Safety I; 5 hours per day	X	X	SPHS
Velia Flores	Clerk I; 5 hours per day	X		SPHS
Charlise Gonzalez	Clerk I; 5 hours per day		X	SPHS
Paula Arenivas	Clerk II; 5 hours per day	X	X	SPHS
Rachel Salinas	Food Services; 2 hours per day	X	X	SPHS
Elizabeth Estrada	Food Services; 2 hours per day	X	X	SPHS
Jennifer Gomez	Instructional Aide; 5 hours per day	X	X	SPHS
Laurie Bravo	Instructional Aide; 5 hours per day	X		SPHS
Allyssa Burgos	Instructional Aide; 5 hours per day	X	X	SPHS
Ben Fernandez	Instructional Aide; 5 hours per day	X	X	SPHS
Amber Thobe	Instructional Aide; 5 hours per day		X	SPHS

**Summer School Certificated Employment:**

NAME	POSITION	CREDENTIAL	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	LOCATION
Josh Young (PE)	APEX Teacher (P.E. APEX)	Physical Ed. & Social Science	X		SPHS
Adriane Faitel	APEX Teacher	Social Science	X		SPHS
Stephanie Deckman	APEX Teacher	Science (Biological)		X	SPHS
Thomas Downs	APEX Teacher	Social Science	X	X	SPHS
Luis Garcia	APEX Teacher	SPED- Education Specialist	X	X	SPHS
Adam Jameson	Spanish Teacher (APEX/Hybrid)	Foreign Language	X	N/A	SPHS
Jack Holcomb	Art Teacher	Art	X	X	SPHS
Christa Smith	PE Teacher (APEX/Hybrid)	Physical Ed.	X	N/A	SPHS
Patrick Snyder	PE Teacher (APEX/Hybrid)	Physical Ed.	X	N/A	SPHS
McCullough, Kimberly	Study Skills Teacher	SPED- Education Specialist		X	SPHS
Richard Flamson	Study Skills Teacher	SPED- Education Specialist	X		SPHS
John Burns	Bio Science Teacher	Science (Biological)	X		SPHS
Christopher Dolin	Bio Science Teacher	Science (Biological)		X	SPHS
Stephanie Deckman	Int. Science Teacher	Science (Biological)		X	SPHS
Rachel Bradley	Int. Science Teacher	Science (Biological)	X		SPHS
Russell Billings	Int. Science Teacher	Science (Chemistry and Physics)		X	SPHS
James Trejo	Math Teacher	Mathematics	X	X	SPHS
Monica Cuevas	Math Teacher	Mathematics	X	X	SPHS
Doug Pitkin	English Teacher	English	X	X	SPHS
Christopher Kennedy	English Teacher	English	X	X	SPHS

Motion was made by Trustee Gillum, seconded by Trustee Chavarin to approve the Personnel Assignments as presented.

Ayes:	Chavarin, Gillum, Martella and Massey
No:	None
Abstain:	Johnson
Absent:	None

J. MAINTENANCE, OPERATIONS AND TRANSPORTATION REPORT

Director Stidman presented the MOT report:

- The department is preparing for spring break projects to include HVAC servicing and deep cleaning the libraries.

V. BOARD CALENDAR

Superintendent Rosa presented the board calendar noting the upcoming board meetings. He also shared our athletic events have resumed and encouraged the board to check the sites website for game schedules and attend when they can.

VI. BOARD INFORMATION/DISCUSSIONS

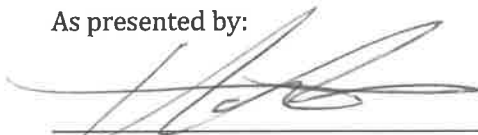
A. BOARD COMMITTEE REPORTS AND UPDATES

Trustees Gillum and Massey attended the district's first budget meeting of the year, with a second meeting to follow up in April.

VII. ADJOURNMENT

President Martella adjourned the meeting at 6:47 p.m.

As presented by:



Dr. Victor Rosa, Secretary to the Board



Alicia Martella, President of the Board



Stacie Johnson, Clerk of the Board