

**HANFORD JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEE
Meeting of May 11, 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 Performance Evaluation (Superintendent) (GC 54957)
- ≈ Public Employee Employment/Employment- Administrative Positions (GC 54957)
- ≈ Conference with Labor Negotiator (Unrepresented Employees: Confidential Employees) (GC 54957 and GC 54957.6). Agency Designated Representatives: Ward Whaley and Julie Fagundes (District Chief Negotiators)
- ≈ Conference with Labor Negotiators (Certificated) (Classified) (GC 54957 and GC 54957.6). Agency Designated Representatives: Ward Whaley and Julie Fagundes (District Chief Negotiators)
- ≈ Conference with Labor Negotiator (Unrepresented Employees: Management) (GC 54957 and GC 54957.6). Agency Designated Representative: Dr. Victor Rosa (District Chief Negotiator)
- ≈ Conference with Labor Negotiator (Certificated) (Unrepresented Employees: Nurse, Psychologists, School Social Worker) (GC 54957 and GC 54957.6). Agency Designated Representatives: Ward Whaley (District Chief Negotiator)
- ≈ Conference with Labor Negotiator (Classified) (Unrepresented Employees: Mental Health Clinician (SMHC) (GC 54957 and GC 54957.6). Agency Designated Representatives: Ward Whaley (District Chief Negotiator)
- ≈ Public Employee Appointment (Certificated) (GC 54957)
- ≈ Consideration of Student Expulsions (EC 35146; 48912; 48918)

III. RECONVENE TO OPEN MEETING, FLAG SALUTE AND WELCOME

President Martella reconvened the open meeting at 6:56 p.m. Trustees present: Chavarin, Gillum, Johnson, Martella and Massey.

Administrators/staff present: Rosa, Creech, Whaley, Fagundes, Peters, Ede, 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. RECOGNITION – HJUHS D Excellence in Education Honorees

HJUHS D Teacher
Yvonne Contreras

HJUHS D Classified Employee
Lindsey Surratt

HJUHS D Administrator
Ward Whaley

C. COMMENTS FROM THE STAFF

No comments from the staff.

D. COMMENTS FROM THE PUBLIC

No comments from the public.

E. CORRESPONDENCE

Superintendent Rosa noted that President Martella received a letter from the Kings County Superintendent of Schools which reported a positive certification of the district's financials.

F. CONSENT AGENDA

1. Student Expulsions: 20-02; 20-03
2. Warrants – Payment of Warrant Requests: 04/30/2021, 05/05/2021, 05/07/2021
3. Minutes of Regular Board Meeting: 04/27/2021

Motion was made by Trustee Johnson, 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 |

G. SUPERINTENDENT'S REPORT

1. 2020/2021 District Focus Areas Update

Superintendent Rosa presented the focus area updates, along with Assistant Superintendent Creech, Special Programs Director Ede, Administrative Services Director Whaley, and Educational Services Director Peters.

Multi-Tiered System of Supports (MTSS) – Progress Update

MTSS is one of our main focus areas in trying to provide more wraparound services when it comes to behavior, social-emotional and academic supports. This is a multi-year project that will take time to implement. While COVID-19 wasn't helpful, we have continued moving forward.

- *Continued training with KCOE*
- *Behavioral Expectations developed and shared*
- *Social Emotional Lessons and referral information have been included in every homeroom section*
- *Suicide Prevention and other trainings have been sent to parents through Parent Square as they come about through county services.*
- *Student Specialist Positions are being proposed for next year at the comprehensive sites*
- *Site Team Development Underway*
- *Continued Setbacks due to COVID*
 - *RTI on pause*
 - *Implementation Team meetings are difficult*

DATA – Progress Update

- *Continuing to Implement Aeries Components*
 - *Aeries Analytics Training/Calibration underway*
- *Master Scheduling*
 - *Cardonex Training/Utilization Underway*
- *Accountability Progress Report*
- *College and Career Readiness*
 - *New Position – College & Career Readiness Specialist*

COMMUNICATION – Progress Update

- *Parent Square developed and in place*
- *Community Outreach in progress, though difficult*
 - *Ambassador Program development*
 - *Student and parent input meetings and surveys*
- *Social Media Campaigns Continue*
- *Working on more “Video Campaigns” featuring school programs*

HANFORD ONLINE CHARTER – Progress Update

- *Marketing Campaign begins again in May*
- *Numbers greatly increased – 176 Enrolled*
- *WASC Accredited*
- *A-G*

SCHOOL SAFETY – Progress Update

- *Safety Plans updated to include COVID-19 Protocols*
- *Injury and Illness Prevention Program (IIPP) updated*
- *We are finalizing the implementation of Raptor Alert for the 2021/2022 school year at all District School Sites. Raptor Alert is a mobile panic solution that enables school/district staff to initiate incidents from their mobile device (or web) and take digital attendance during drills or emergencies.*
- *Reopening Plan Safety practices and protocols developed and in place*

This item is presented for information only.

2. California School Board Association 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 obsolete and need to be removed from our Board Policy Manual.

This item is presented for information and action.

| | |
|---|---|
| BP 0440.1 Criteria for Evaluation of Consolidated Programs- 1989 | BP 4141.8 Good Faith Relationship- 1995 |
| BP 1140 Responsibilities of the Governing Board- 1988 | BP 4152 Salary, Checks & Deductions- 1988 |
| BP 1311 Participation in Community Life- 1988 | BP/AR 4160 Leaves & Vacations- 1988 |
| BP 1313 Gifts to School Personnel- 1988 | BP 4211.1 Affirmative Action- Blank Policy |
| BP 1314 Solicitation of Funds & Distribution of Materials by School Personnel- 1988 | AR 4212.22 Staff Teaching Students of Limited English Proficiency- 2017 |
| BP 1320 Relations Between Public & Students- 1988 | BP 4217.1 Retirement- 1988 |
| BP 1322 Public Performances by Students- 1988 | AR 4233 Travel; Reimbursement- 2007 |
| BP 1323 Contests for Students | BP 4234 Meetings- Blank Policy |
| BP 1324 Gifts to Students- 1988 | AR 4253 Overtime Pay/Compensatory Time Off- 1994 |
| BP 1325.1 Commercials- 1990 | BP/AR 4260 Leaves & Vacations- 1988 |
| BP 1326 Voter Registration- 1988 | BP 4311.1 Affirmative Action- Blank Policy |
| BP 1410 Local Agencies- 1988 | AR 4313.1 Load/Scheduling/Hours of Employment- 1988 |
| BP 1500 Relations between Area, County, State, Regional & National Associations, & the School- 1988 | AR 4314.4 Health Examinations- 2008 |
| BP 1510 Western Association of Schools & Colleges (WASC)- 1988 | BP/AR 4317.12 Early Retirement Consultancy Contract- 2004/2006 |
| BP 1610 Colleges & Universities- 1988 | BP 4317.3 Personnel Reduction (Lay-off/Rehire)- 1988 |
| BP 1620 Elementary & Secondary Schools- 1988 | AR 4333 Travel; Reimbursement- 2007 |
| BP 2220 Administrative Staff Organization- 2001 | BP 4334 Meetings- Blank policy |
| BP/AR 3220.2 Instructional Improvement & Accountability Funds- 1989 | BP 4360 Leaves & Vacations- 1988 |
| BP 3341 Purchase, Lease, Rental of Neighboring District Owned Property- 1988 | BP 5112.6 Parental Notification Program – Absences- 1989 |
| BP/AR 3450 Money in School Buildings- 1988 | BP 5140 Welfare- 1989 |
| BP 3514.2 Integrated Pest Management- 1994 | BP 5141.41 Child Abuse Prevention- 1991 |
| BP 3514.3 Integrated Pest Management- 2001 | BP 5149 At-Risk Students- 2014 |
| BP 3521 Data Processing/Word Processing- 1988 | BP 6114 Emergencies & Disaster Preparedness Plan- 1989 |
| AR 3541.5 Alternative Transportation Arrangements- 1992 | BP 6145.9 Assemblies & Special Events- 1992 |
| BP 3542 School Bus Drivers- 2013 | BP 6162.3 Teacher Aides/Paraprofessionals- 1989 |
| BP 3543 Transportation Safety & Emergencies- 1992 | BP/AR 6182 Opportunity School/Class/Program- 2005 |
| AR 4112.7 Orientation- 1988 | BP 6191 Criteria for Evaluation of Consolidated Programs- 1989 |
| BP 4117.1 Retirement- 1988 | BP 7100 Planning- 1989 |
| BP 4117.4 Dismissal- 1988 | BP 7120 Participation in Planning- 1989 |
| AR 4122 Student Teachers- 1988 | BP/AR 7220 Site Selection & Development- 1992 |
| AR 4133 Travel; Reimbursement- 2007 | BP 7511 Naming of Facility- 1989 |
| AR 4137 Tutoring- 1988 | |

Motion was made by Trustee Johnson, seconded by Trustee Chavarin 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

3. California School Board Association Recommended Board Policies to be Retitled/Revised

Superintendent Rosa presented the CSBA Recommended Board Policies to be Retitled/Revised. 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.

| <u>CODE</u> | <u>DISTRICT TITLE</u> | <u>BOARD ADOPTED</u> | <u>REASON</u> | <u>REQUESTED ACTION</u> |
|-------------|--|----------------------|--|-------------------------|
| 6164.5 BP | Student Study Teams | Oct 1990 | Retitle to CSBA current title "Student Success Teams" and revise policy. | Approve policy |
| 7000 BP | Concepts and Roles in New Construction | April 1996 | Retitle to CSBA current title "Concepts and Roles" and revise policy. | Approve policy |

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

4. California School Board Association Recommended Board Policy Updates

Superintendent Rosa presented the following recommended Board Policy Updates for Board review.

| | | |
|------------|--------------------------|---------------------------|
| BP 0420.42 | AR 3320 | AR 4161.2, 4261.2, 4361.2 |
| BP 3110 | BP 3452 | AR 4161.8, 4261.8, 4361.8 |
| BP 3230 | BP 3515.3 | BP 6142.8 |
| AR 3230 | AR 3515.3 | AR 6142.8 |
| AR 3311.2 | BP 3600 | BP 7210 |
| AR 3311.3 | E 4112.9, 4212.9, 4312.9 | |

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

5. Resolution 21-08 The Reorganization of District Office Administration

Superintendent Rosa presented Resolution 21-08 The Reorganization of District Office Administration to reorganize the district office administration to a three-Assistant Superintendent model in order to develop a more centralized, district-level approach to better provide all services that support the educational programs of the district. The district currently has one Assistant Superintendent who oversees the operations of the district's Business, MOT, Food Service and Information Technology Departments. This position will be renamed Assistant Superintendent, Business Services & Operations. The two new positions are Assistant Superintendent, Administrative Services and Assistant Superintendent, Educational Services. These replace current positions of Director of Administrative Services and Director of Educational Services which will be removed from the District Management structure. All changes will be effective July 1, 2021.

Fiscal Impact: The two new Assistant Superintendent positions will cost approximately \$42,000 in salary and statutory benefits.

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

6. Candidates for Diploma of Graduation for 2021- Hanford High School- 257 graduates.
7. Candidates for Diploma of Graduation for 2021- Hanford West High School- 252 graduates
8. Candidates for Diploma of Graduation for 2021- Sierra Pacific High School- 179 graduates
9. Candidates for Diploma of Graduation for 2021- Earl F Johnson High School- 45 graduates
10. Candidates for Diploma of Graduation for 2021- Hanford Community Day School- 6 graduates
11. Candidates for Diploma of Graduation for 2021- Hanford Online Charter- 92 graduates
12. Candidates for Diploma of Graduation for 2021- Hanford Adult School- 100 graduates

Superintendent Rosa presented items G.6 through G.12.

These items will be brought back at the next regularly scheduled meeting for board consideration.

13. 2021/2022 Designation of CIF Representatives to League

The 2021/2022 Designation of CIF Representatives to League returned for approval as presented.

Motion was made by Trustee Gillum, seconded by Trustee Massey to approve the 2021/2022 Designation of CIF Representatives to League as presented.

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

14. HJUHS Board Calendar 2021/2022

The HJUHS Board Calendar 2021/2022 returned for approval as presented.

Motion was made by Trustee Johnson, seconded by Trustee Chavarin to approve the HJUHS Board Calendar 2021/2022 as presented.

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

15. Agreements Signed by Superintendent or Designee

- Kings County Office of Education- SWP3
- Kings County Office of Education- NTI

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

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

16. Student Virtual Events

Superintendent Rosa presented the following Student Virtual Events:

1. FFA – State FFA Competition

This item is presented for information only.

H. FINANCIAL REPORT

1. 2021/2022 Budget Update

Business Director Fagundes presented the 2021/2022 Budget Update. The Budget Committee meet this past March and April, where information from School Services of California and the Governor’s January Budget proposal were used to assist in the budget development process. District estimated revenue and expenditure increases, and staffing cost considerations were also used in the process.

We are currently budgeting LCFE funding with the COLA at 3.84% and ADA at 3821 which includes P2 protection from 2019/2020. This totals approximately \$1.6M in increased funding for the 2021/2022 school year. Director Fagundes also touched on other anticipated increased costs such as step and column, increases to pension costs as well as unemployment insurance, various increases to utilities and special education program, and the cost of assuming the KROP program. These and other various expenditures will increase our expenditures of just under \$1.2M.

Fiscal Impact: The district is projecting a net increase in the General Fund of between \$400K and \$500K for the 2021/2022 Fiscal year. We anticipate some changes yet to come from the Governor’s May Revise. The information received at that time will be incorporated into the Budget for the Public Hearing on June 8, 2021.

This item is presented for information only, with another update presented at the May 25th board meeting. The Budget will be presented to the board for action in June.

2. Quarterly Portfolio Compliance Report

Director Fagundes presented the Quarterly Portfolio Compliance Report for the quarter ending March 31, 2021.

The Pooled Investment Account produced the following for the quarter:

| | |
|------------------------------------|---------------|
| Net Interest Earning Apportioned | \$ 873,082 |
| Net Yield on Investments | 0.7502% |
| Net Yield on Pooled Treasury Funds | 0.7371% |
| Total Average Funds Invested | \$471,955,393 |

FISCAL IMPACT: Hanford Joint Union High School District funds in the Pool as of March 31, 2021 were \$40,869,724.55. The interest rate earned was 0.7371%.

This item is presented for information only.

I. EDUCATIONAL SERVICES / SPECIAL PROGRAMS / ADMINISTRATIVE SERVICES

1. 2021 Expanded Learning Opportunities Grant Plan

Educational Services Director Peters presented the 2021 Expanded Learning Opportunities Grant Plan which provides supplemental instruction and support to students. The purpose of this grant is to mitigate some of the learning loss of the past year and in the plan we explain how we are going to do this. Fortunately, the district anticipated there would be learning loss and began working on it as soon as school stopped in March 2020.

Fiscal Impact: \$3,009,172

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

J. HUMAN RESOURCES

1. Proposed Revised Job Description for Director of Special Programs Position

Administrative Services Director Whaley presented the Proposed Revised Job Description for Director of Special Programs Position which is being revised in conjunction with Resolution 21-08 which is regarding The Reorganization of District Office Administration. The title and duties of this position have been slightly revised.

There is no fiscal impact.

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

2. Certificated Staff for 2021/2022

The Certificated Staff for 2021/2022 returned for approval as presented.

Motion was made by Trustee Johnson, seconded by Trustee Chavarin to approve the Certificated Staff for 2021/2022 as presented.

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

- 3. MOU between HJUHSD & the California School Employees Association & its Chapter #461- Student Specialist Position

The MOU between HJUHSD & the California School Employees Association & its Chapter #461- Student Specialist Position returned for approval as presented.

- 4. Proposed Job Description & Salary Placement for Student Specialist Position

The Proposed Job Description & Salary Placement for Student Specialist Position returned for approval as presented.

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

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

- 5. MOU between HJUHSD & the California School Employees Association & its Chapter #461- Reclassification of the Administrative Assistant Educational Services Position

The MOU between HJUHSD & the California School Employees Association & its Chapter #461- Reclassification of the Administrative Assistant Educational Services Position returned for approval as presented.

- 6. Proposed revised Job Description for the position of Administrative Assistant Educational Services

The Proposed revised Job Description for the position of Administrative Assistant Educational Services returned for approval as presented.

Motion was made by Trustee Gillum, seconded by Trustee Massey to approve J.5 and J.6 as a book, as presented.

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

7 Personnel Assignments

Director Whaley presented the Personnel Assignments for information and action.

Certificated Resignation:

Pamela Lick – English Teacher, SPHS, effective 6/4/2021
Jamie Ramirez – Spanish Teacher, SPHS, effective 6/4/2021
Beatriz Garcia – Math Teacher, HHS, effective 6/4/2021

Classified Resignations:

Jonathan Brown – Custodian I, HWHS, effective 5/4/2021
Alexander Fernandes – Support Technician I, IT, effective 5/4/2021

Dustin Vasquez – Career Education Coordinator, HHS, effective 6/4/2021

Classified Termination:

Jobany Davila – Custodian I, HWHS, effective 5/5/2021

Katie Gomez – Food Service Aide, HWHS, effective 4/29/2021

Classified Employment:

Inez Cruz– Instructional Aide; EFJ

Velia Flores – Instructional Aide- Special Programs; SPHS

Lori Welch – Clerk I; HHS

Certificated Employment 2021/2022:

Dustin Vasquez – Special Education Teacher; effective 8/9/2021; SPHS

Summer School 2021 Resignation:

Doug Pitkin – English Teacher; Session 1 & 2; SPHS

Summer School 2021 Employment:

Louann Cawley – Health Care Assistant; Session 1 & 2; SPHS

Brittany Larabee – English Teacher; Session 1; SPHS

Amy Weigel – English Teacher; Session 2; SPHS

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

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

K. MAINTENANCE, OPERATIONS & TRANSPORTATION REPORT

Director Stidman presented the MOT report:

- Held a planning meeting with the principals regarding the bowl layout for this year’s graduations.
- Operations is going well with the Warehouse Technician and Custodian III new hires in place.

V. BOARD CALENDAR

Superintendent Rosa presented the board calendar noting the upcoming board meetings and graduations. Superintendent Rosa requested that the board let Donna Stout know if they are unable to make any of the graduations so we can plan accordingly.

VI. BOARD INFORMATION/DISCUSSIONS

A. BOARD COMMITTEE REPORTS & UPDATES

Trustee Johnson noted she was privileged to attend Hanford High School’s art program yard sale and to see the talented work of our students.

Trustee Chavarin shared she had the pleasure of delivering two Kings County School Board Association scholarships to two students over the weekend.

VII. ADJOURNMENT

President Martella adjourned the meeting at 8:00 p.m.


As presented by:



Dr. Victor Rosa, Secretary to the Board



Alicia Martella, President of the Board



Stacie Johnson, Clerk of the Board