

# Hanford Elementary School District

## REGULAR BOARD MEETING AGENDA

Wednesday, April 28, 2021

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

In accordance with Governor Newsom's Executive Order N-29-20 Paragraph 3, the HESD Board Meeting will have teleconferencing and video conferencing available.

For members of the public interested in remotely viewing the HESD Board Meeting please visit the following link to access the live video stream:

<https://www.hanfordesd.org/hesdtv>

Individuals who wish to address the Board may do so by

- Submitting an email to [public-comment@hanfordesd.org](mailto:public-comment@hanfordesd.org)
- Leaving a voice message by calling 559-585-3604 (voice message will be transcribed).

Please include your name, agenda item number or subject matter being addressed, along with a 250-word description of the subject matter being addressed.

Voice message public comments must be received no later than 3:30 p.m. on the day of the meeting in order to be part of the record for the Board's information and/or discussion.

Public comments submitted by e-mail or voice message will be included in the minutes.

Please note that consistent with Board Bylaw 9323, any statements submitted for public comment that are inappropriate in nature, including, but not limited to statements that are obscene, threatening or substantially disruptive to school operations, will either be redacted, or will not be posted.

### 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*)
  - Public Employee Discipline/Dismissal/Release (GC 54957)

### OPEN SESSION

6:15 p.m.

Take action on closed session items

- *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 in writing.*

## **1. PRESENTATIONS, REPORTS AND COMMUNICATIONS**

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

- a) Public comments
- b) Board and staff comments
- c) Requests to address the Board at future meetings
- d) Review Dates to remember

## **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 6, 2021; April 9, 2021 and April 16, 2021.
- b) Approve minutes of the Regular Board Meeting held on April 14, 2021.
- c) Approve interdistrict transfers as recommended.
- d) Approve donation of \$500.00 from GoMoreGood Grassroots Grant to READY.
- e) Approve donation of \$5.08 from Roosevelt Parent Teacher Club.
- f) Approve donation of \$500.00 from The Chicken Shack.

## **3. INFORMATION ITEMS**

- a) Receive for information the monthly financial reports for the period of 07/01/2020-03/31/2021 (Endo)
- b) Receive for information the following revised Board Policy: (Martinez)
  - BP 4221.4 – Yard Supervisors

## **4. BOARD POLICIES AND ADMINISTRATION**

- a) Consider declaring items surplus (Potter)
- b) Hear public input and consider for approval the Hanford Elementary Teachers Association's (HETA's) initial proposal for 2021 – 2022 amendments to the Collective Bargaining Agreement between HESD and HETA (reopened articles) (Martinez)
- c) Hear public input and consider for approval the HESD's initial proposal for amendments to the Collective Bargaining Agreement between HESD and HETA (reopened articles) for the 2021-2022 school year (Martinez)

## **5. PERSONNEL (Martinez)**

- a) Resignations
  - Deborah Arnold, Teacher, Jefferson, effective 7/16/2021 (revised)
- b) Retirement
  - Ortencia Aguilar, Bilingual Clerk Typist – 8.0 hrs., Wilson, effective 6/11/21
  - Sasha Jamison, Special Education Aide – 5.0 hrs., Monroe, effective 6/4/2021
- c) Promotion
  - Aristeo Calvillo, from Bilingual Clerk Typist II – 8.0 hrs. (11-month), Hamilton, to Personnel Specialist (Confidential) – 8.0 hrs. (12-month), Human Resources, effective 5/3/21
  - Leslie Griffith, from Teacher, Monroe to Induction Coach, Curriculum, Instruction and Professional Development, effective 2021-22 school year

**6. FINANCIAL** (Endo)

- a) Consider approval of the actuarial contract for services in accordance with Education Code 17566(e) related to the District's self-insured dental fund

**ADJOURN MEETING**

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/19/2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 04/28/2021

**ITEM:**

Consider approval of warrants.

**PURPOSE:**

The administration is requesting the approval of the warrants as listed on the registers dated: 04/06/21, 04/09/21 and 04/16/21.

**FISCAL IMPACT:**

See attached.

**RECOMMENDATIONS:**

Approve the warrants.

# Warrant Register For Warrants

## Dated 04/06/2021

Warrant Number	Vendor Number	Vendor Name	Amount
12657873	4787	AKJ WHOLESALE LLC Books	\$2,709.36
12657874	6431	AMAZON.COM Books/Office Matls/Equipment/READY Matls	\$16,478.48
12657875	91	AUTOMATED OFFICE SYSTEMS Leases	\$4,696.33
12657876	1667	CDW GOVERNMENT INC. Equipment/Office Matls	\$1,561.85
12657877	304	NICK CHAMPI ENTERPRISES INC. Buildings & Improvements	\$2,250.00
12657878	1393	GAS COMPANY Gas	\$4,313.75
12657879	7592	HANFORD SENTINEL Other Services	\$250.00
12657880	2188	THE HOME DEPOT PRO Custodial/Warehouse Matls	\$760.52
12657881	3962	KINGS COUNTY GLASS Repairs	\$2,147.25
12657882	802	KINGS COUNTY PIPE & SUPPLY Maint Supplies	\$21.36
12657883	5407	LOZANO SMITH Webinar	\$625.00
12657884	1058	OFFICE DEPOT Warehouse/Office Matls	\$316.20
12657885	3689	PIONEER VALLEY ED. PRESS Books	\$10,859.06
12657886	1188	QUILL LLC Warehouse	\$2,018.18
12657887	1356	SILVAS OIL COMPANY INC. Fuel	\$484.23
12657888	6826	SITELOGIQ Land Improvements	\$247,315.00
12657889	4640	SOLUTION TREE Books	\$473.40
12657890	1404	STANISLAUS FOUNDATION – ADMIN Other Services	\$2,652.25
12657891	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$30,296.16
12657892	7597	V.E. RALPH & SON INC. Warehouse	\$585.00
12657893	1610	WHITE'S MUSIC CENTER Equipment	\$3,753.75
<b>Total Amount of All Warrants:</b>			<b>\$334,567.13</b>

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**Grand Total For All Districts:**

**\$334,567.13**

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**Credit Card Register For Payments**  
**Dated 04/06/2021**

Document Number	Vendor Number	Vendor Name	Amount
14030536	126	BEDARD CONTROLS INC. Repairs	\$346.25
14030537	529	FOLLETT SCHOOL SOLUTIONS Books	\$538.49
14030538	539	FRANKLIN PLANNER CORPORATION Office Matls	\$14.75
14030539	6018	NAfME Membership Dues	\$302.00
14030540	1071	ORIENTAL TRADING CO. INC. Instl Matls	\$850.04
14030541	1121	PERMA-BOUND Books	\$3,587.35
14030542	2524	ROCHESTER 100 INC. Instl Matls	\$130.00
14030543	3849	SCHOLASTIC BOOK CLUBS Books	\$18,489.19
14030544	1326	SCHOOL SERVICES OF CALIF. INC. Webinar	\$825.00
14030545	1345	SHIFFLER EQUIPMENT SALES INC. Maint Matls	\$173.46
<b>Total Amount of All Credit Card Payments:</b>			<b>\$25,256.53</b>





# Warrant Register For Warrants

## Dated 04/09/2021

Warrant Number	Vendor Number	Vendor Name	Amount
12658184	4787	AKJ WHOLESALE LLC Books	\$517.21
12658185	1667	CDW GOVERNMENT INC. Equipment	\$4,305.07
12658186	7171	CONN DOORS Repairs	\$1,219.55
12658187	405	DASSEL'S PETROLEUM INC. Fuel	\$2,784.72
12658188	2505	DEMSEY FILLIGER & ASSOCIATES Other Services	\$750.00
12658189	5786	DOCUMENT TRACKING SERVICES Other Services	\$4,014.83
12658190	3069	ANDREA ERMIE Allowance	\$121.29
12658191	4092	FITNESS FINDERS INC Instl Matls	\$158.90
12658192	1393	GAS COMPANY Gas	\$4,102.92
12658193	3656	HANFORD AUTO & TRUCK PARTS Maint/Grounds/Transp/Custodial Matls	\$758.83
12658194	7592	HANFORD SENTINEL Other Services	\$290.00
12658195	632	CITY OF HANFORD Water/Sewer	\$12,799.60
12658196	4532	HENRY SCHEIN INC Warehouse	\$913.72
12658197	2427	HOME DEPOT CREDIT SERVICES Office Matls	\$43.61
12658198	711	THE HORN SHOP Band Matls/Equipment	\$8,856.71
12658199	6573	IXL LEARNING Software License	\$495.00
12658200	3760	KINGS COUNTY AIR Buildings & Improvements	\$19,660.00
12658201	808	KINGS WASTE & RECYCLING Garbage	\$459.60
12658202	986	LAWNMOWER MAN Grounds Matls	\$64.67
12658203	838	LAWRENCE TRACTOR COMPANY Grounds Matls	\$200.56
12658204	912	MANGINI ASSOCIATES INC. Buildings & Improvements	\$98,095.24
12658205	7051	EILEEN MARTINEZ-BEDOLLA Allowance	\$190.34
12658206	5510	NEWEGG.COM Tech Matls	\$253.41
12658207	1058	OFFICE DEPOT Office Supplies	\$63.02
12658208	7203	PARADIGM HEALTHCARE SERVICES LLC. Other Services	\$395.88
12658209	3072	JENNIFER PITKIN Instl Matls	\$45.05
12658210	4518	R MARK RICHARD Repairs	\$18,950.00
12658211	1298	LANA SANDOVAL Allowance	\$156.00
12658212	3131	SHERWIN-WILLIAMS CO Maint Matls	\$291.01
12658213	1374	SMART & FINAL STORES (HFD DO) Supplies	\$363.46
12658214	1403	STANISLAUS FOUNDATION – DENTAL Other Services	\$12,519.15
12658215	4381	STAPLES - BUSINESS ADVANTAGE Warehouse/Office Matls	\$790.33
12658216	2348	STEVE WEISS MUSIC Band Matls/Equipment	\$785.11
12658217	4541	STONEYS CONCRETE LLC Grounds Matls	\$352.50
12658218	6944	TETER LLP Buildings & Improvements	\$7,979.20
12658219	4114	TULARE COUNTY OFFICE OF EDUCATION Intern Support	\$3,000.00
12658220	1504	TURF STAR INC. Grounds Matls	\$446.31
12658221	1521	UNITED REFRIGERATION INC. Maint Matls	\$2,206.26
12658222	3154	UPS Postage	\$211.56

**Total Amount of All Warrants:**
**\$209,610.62**



**Credit Card Register For Payments**  
**Dated 04/09/2021**

Document Number	Vendor Number	Vendor Name	Amount
14030587	2	A-Z BUS SALES INC Transportation Matls	\$626.71
14030588	949	AMERICAN INCORPORATED Repairs	\$4,527.81
14030589	415	DELRAY TIRE & RETREADING INC. Repairs	\$516.47
14030590	529	FOLLETT SCHOOL SOLUTIONS Software License	\$28,771.91
14030591	1802	MEDALLION SUPPLY Maint Matls	\$158.03
14030592	1002	MORGAN & SLATES INC. Grounds Matls	\$4.87
<b>Total Amount of All Credit Card Payments:</b>			<b>\$34,605.80</b>



# Warrant Register For Warrants

## Dated 04/16/2021

Warrant Number	Vendor Number	Vendor Name	Amount
12658559	7385	ISABEL AMADO LEAL - Reissue Reimburse-Materials/Supplies	\$11.16
12658560	6431	AMAZON.COM - Books & Materials/Supplies	\$6,369.23
12658561	53	AMERICAN MUSIC COMPANY - Materials/Supplies	\$8,891.03
12658562	2352	AMS.NET – Equipment, Materials/Supplies, Other Services	\$6,248.97
12658563	59	ARAMARK UNIFORM & CAREER –Laundering, Services	\$3,477.15
12658564	59	ARAMARK UNIFORM & CAREER - Laundering	\$169.62
12658565	59	ARAMARK UNIFORM & CAREER - Laundering	\$84.81
12658566	6253	AT&T – Telephone Communications	\$2,659.93
12658567	2464	DANNA BAILEY - Reimburse-Other Services	\$85.00
12658568	3258	BANK OF AMERICA - Conference, Memberships, Other Services	\$5,981.31
12658569	1690	BATTERY SYSTEMS - Materials/Supplies	\$1,349.95
12658570	6399	BEYONDTRUST CORPORATION - Other Services	\$4,055.96
12658571	7237	MONICA CANO - Reissue Reimburse-Materials/Supplies	\$70.95
12658572	3644	TIFFANY D CARPENTIERI – Mileage Reimbursement	\$39.21
12658573	7598	JOSE CASTELLANOS – Mileage Reimbursement	\$26.44
12658574	1667	CDW GOVERNMENT INC - Other Services, Equipment,Materials/Supplies	\$176,694.34
12658575	344	CMEA TREASURER CENTRAL SECTION - Other Services	\$140.00
12658576	4178	COOK'S COMMUNICATION - Materials/Supplies	\$444.46
12658577	3973	DANIELLE DARPLI - Reissue Reimburse-Materials/Supplies	\$169.74
12658578	405	DASSEL'S PETROLEUM INC. - Materials/Supplies	\$4,170.84
12658579	405	DASSEL'S PETROLEUM INC. - Materials/Supplies	\$307.34
12658580	4815	DIGITECH INTEGRATIONS INC - Materials/Supplies	\$164.09
12658581	3517	JENNIFER FAGUNDES - Reimburse-Materials/Supplies	\$26.97
12658582	4832	STACY FREITAS – Mileage Reimbursement	\$2.47
12658583	1769	FRESNO PRODUCE – Food Services - Food	\$10,461.75
12658584	7506	LISBETH FRY - Reissue Payroll	\$3.80
12658585	1393	GAS COMPANY - Utilities	\$5,516.87
12658586	591	GOLD STAR FOODS – Food Services - Food	\$13,508.84
12658587	6273	OLIVIA GONSALVES - Reissue Reimburse-Materials/Supplies	\$200.00
12658588	7468	JAQUELINE GONZALES - Reissue Payroll	\$7.53
12658589	604	GRAINGER - Materials/Supplies	\$274.16
12658590	7490	BRIAN GUTIERREZ - Reissue Payroll	\$60.77
12658591	7592	HANFORD SENTINEL - Other Services	\$286.00
12658592	669	HAWTHORNE EDUCATIONAL SERVICES - Materials/Supplies	\$105.11
12658593	2188	THE HOME DEPOT PRO - Materials/Supplies	\$2,100.44
12658594	5264	HOUGHTON MIFFLIN HARCOURT - Textbooks	\$16.23
12658595	779	KEENAN & ASSOC. CPIC - Health/Welfare Benefits	\$5,482.50
12658596	778	KEENAN & ASSOC. MED. EYE SERV. - Health/Welfare Benefits	\$10,231.01
12658597	7457	KG COMMUNICATIONS INC. - Other Services, Materials/Supplies	\$2,743.51
12658598	3760	KINGS COUNTY AIR - Services/Repair	\$10,265.00
12658599	801	KINGS COUNTY MOBILE LOCKSMITH - Services/Repair	\$802.38
12658600	796	KINGS COUNTY OFFICE OF ED - Other Services	\$43.55
12658601	808	KINGS WASTE & RECYCLING - Utilities	\$491.60
12658602	838	LAWRENCE TRACTOR COMPANY - Materials/Supplies	\$20.00
12658603	7033	TERRI LINDSEY- Reissue Payroll	\$49.15
12658604	4629	LOWE'S OF HANFORD - Materials/Supplies	\$158.60
12658605	7260	LOWE'S PRO SERVICES - Materials/Supplies	\$2,146.95
12658606	4746	MONICA MALDONADO-HUBANKS - Reissue Reimburse-Materials/Supplies	\$28.00

# Warrant Register For Warrants

## Dated 04/16/2021

Warrant Number	Vendor Number	Vendor Name	Amount
12658607	6905	BLANCA MARTINEZ - Reissue Reimburse-Study Trip	\$10.00
12658608	4704	KELLEY MAYFIELD – Mileage Reimbursement	\$54.92
12658609	5018	WAIVE MAZE – Mileage Reimbursement	\$17.36
12658610	7686	VERONICA MORALES – Mileage Reimbursement	\$229.84
12658611	7687	MARTHA MOTA – Mileage Reimbursement	\$23.50
12658612	7199	MATT OKUMOTO - Reissue Payroll	\$5.59
12658613	7566	MARIA PLACENCIA - Travel/Conference	\$195.26
12658614	6946	MARIA PORRAS - Reimburse-Materials/Supplies	\$171.97
12658615	1168	PRODUCERS DAIRY PRODUCTS – Food Services - Food	\$18,310.82
12658616	4465	CYNTHIA PURSELL - Reimburse-Materials/Supplies	\$299.90
12658617	7449	JAMIE REYES-CAMARGO – Mileage Reimbursement	\$7.17
12658618	7246	SHARON ROSALES - Reissue Payroll	\$7.53
12658619	5067	RUSSELL SIGLER INC - Materials/Supplies	\$192.99
12658620	5084	SACRAMENTO COUNTY OFFICE OF - Materials/Supplies	\$442.54
12658621	7535	JESSICA SAIN - Reissue Travel/Conference	\$58.19
12658622	3583	SAN JOAQUIN IMPERIAL - Equipment & Materials/Supplies	\$30,677.92
12658623	3569	WENDI SANTIMORE – Mileage Reimbursement	\$105.54
12658624	2013	MICHELLE SCHOFIELD - Other Services	\$20.00
12658625	1325	SCHOOL NURSE SUPPLY – Warehouse Inventory	\$213.41
12658626	3743	SHRED-IT USA – FRESNO - Services	\$211.03
12658627	7644	SIERRA SANITATION INC - Services/Repair	\$607.11
12658628	1367	SISC III - Health/Welfare Benefits	\$589,781.25
12658629	6324	AMANDA SMITH – Mileage Reimbursement	\$19.77
12658630	6785	SPY SCREEN & IMAGE PRINTING - Materials/Supplies	\$5,512.65
12658631	1403	STANISLAUS FOUNDATION – DENTAL - Health/Welfare Benefits	\$10,090.05
12658632	1444	SYSCO FOODSERVICES OF MODESTO – Food Services - Food	\$12,277.35
12658633	5946	THE HARTFORD - Health/Welfare Benefits	\$1,234.35
12658634	3325	TOTAL IMAGE MOBILE DETAILING - Services/Repair	\$875.00
12658635	3154	UPS - Postage	\$9.46
12658636	7170	WEVIDEO INC. - Other Services	\$299.00
12658637	7247	FREDERICK WILLIAMS - Reissue Reimburse-Travel/Conference	\$65.00
12658638	7671	WILSON LANGUAGE - Materials/Supplies	\$15,432.02
<b>Total Amount of All Warrants:</b>			<b>\$974,098.21</b>



## Credit Card Register For Payments

### Dated 04/16/2021

Document Number	Vendor Number	Vendor Name	Amount
14030620	5184	DRISKELL'S APPLIANCE - Materials/Supplies	\$1,203.68
14030621	2103	EDGEWOOD PRESS - Materials/Supplies	\$877.69
14030622	509	EWING IRRIGATION PRODUCTS - Materials/Supplies	\$2,515.18
14030623	599	GOPHER SPORT - Materials/Supplies	\$197.47
14030624	831	LAKESHORE LEARNING MATERIALS - Materials/Supplies	\$2,572.93
14030625	1802	MEDALLION SUPPLY - Materials/Supplies	\$456.89
14030626	1071	ORIENTAL TRADING CO. INC. - Materials/Supplies	\$29.19
14030627	3849	SCHOLASTIC BOOK CLUBS - Books	\$1,182.43
14030628	1313	SCHOLASTIC TEACHERS STORE - Books	\$7,424.20
14030629	1350	SIGN WORKS - Materials/Supplies	\$67.67
14030630	1466	TERMINIX INTERNATIONAL - Services	\$40.00
<b>Total Amount of All Credit Card Payments:</b>			<b>\$16,567.33</b>





Hanford Elementary School District  
*Minutes of the Regular Board Meeting*  
*April 14, 2021*

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on April 14, 2021 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. Trustee Strickland, Garner and Revious were present. Trustee Hernandez was absent.

**HESD Managers Present** Joy C. Gabler, Superintendent, and the following administrators were present: Doug Carlton, David Endo, Lucy Gomez, Jaime Martinez, Karen McConnell, William Potter, Jill Rubalcava and Jay Strickland.

**Public Comments** None

**Board and Staff Comments** None

**Requests to Address the Board** None

**Dates to Remember** President Garcia reviewed dates to remember: Regular Board Meeting – April 28<sup>th</sup>; Regular Board Meeting – May 12<sup>th</sup>; Employee Recognition Event – May 19<sup>th</sup>.

**2020-2021 HESD Excellence in Education** Recognize the 2020-2021 HESD Excellence in Education Honorees:

- Gina Young – 1<sup>st</sup> Grade Teacher, Monroe Elementary, 25 years in education
- Cara Cummings – Registered Nurse, HESD, Lincoln, Lee Richmond and Jefferson Academy, 14 years in education
- Tiffany Maline – Administrative Secretary, Office of Program Development, Assessment and Accountability, 16 years in education
- Doug Carlton – Director of Program Development Assessment and Accountability, 21 years in education

### **CONSENT ITEMS**

Trustee Revious made a motion to take consent items “a” through “c” together. Trustee Garner seconded; motion carried 4-0:

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

Trustee Revious then made a motion to approve consent items "a" through "c".  
Trustee Strickland seconded; motion carried 4-0:

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

The items approved are as follows:

- a) Warrant listings dated March 19, 2021 and March 26, 2021.
- b) Minutes of the Regular Board Meeting held on March 24, 2021.
- c) Interdistrict transfers as recommended.

### **INFORMATION ITEMS**

#### **Williams Uniform Complaints Report**

- a) Joy Gabler, Superintendent, presented for information the third quarterly report (01/01/21 – 03/31/21) for the Williams Uniform Complaints. She reported the District had zero complaints to report.

#### **PAC**

- b) Doug Carlton, Director of Program Development, Assessment & Accountability, presented for information a report from the District Parent Advisory Committee for the meeting held on March 16, 2021 (PAC Meeting #3). The PAC received for information a draft of the 2019-2020 Local Control Accountability Plan and 2020-2021 Learning Continuity and Attendance Plan Annual Updates, recommendations for the district's LCAP Expected Outcomes, the district's local assessments in ELA and math. The PAC recommended that the HESD Board approve the 2019-2020 Local Control Accountability Plan and 2020-2021 Learning Continuity and Attendance Plan Annual Updates, that their recommendations for the district's LCAP Expected Outcomes remain relevant, that the district adds expected outcomes from local assessment data in ELA and math to the 2021-2022 to 2023-2024 LCAP, continue supporting the integration of art, band, and physical education, continue to comply with CDE/Health Dept recommendations that will allow us to re-instate our district sports, provide parents with continued information regarding low-cost internet, continue to provide students with Hot Spots, continue to identify students that need additional support and Learning Loss Mitigation, continue to support teachers and support staff, continue to implement and follow CDE/Health Dept. recommendations to ensure safety in response to COVID, that a psychologist trained in PTSD be hired based on budget, continue to use our staff to refer students to community agencies such as Kings Health, but also increase on-campus support (example: psychologists) and research other apps so that parents have additional access.

#### **DELAC**

- c) Lucy Gomez, Director of Curriculum, presented for information the report from the District English Learner Advisory Committee for the meeting held on March 18, 2021 (PAC Meeting #3). The DELAC received for information the California Teacher Equity Tools from the CDE, Title III Services, School Plans, the District's process for reclassification of English learners as fluent English proficient, and

recommendations for the district's LCAP Expected Outcomes for academics and school climate from 2019-2020 through 2020-2021. The DELAC recommended we continue to monitor the distribution of teachers and continue the equitable distribution of teachers across school sites, continue to monitor and provide support to teachers who are still working to meet credentialing assignments, continue working to recruit well qualified teachers with diverse backgrounds, continue to provide designated and integrated ELD and additional services for English learners, continue to provide parents/families with information on the value of the supports and programs students who are English learners receive as they work toward becoming proficient in English, use the California School Dashboard data from the 2019 Dashboard, but also use local assessment data to assess how students are progressing, to determine programs and services that students may require and that parents are informed of student achievement and the services students receive.

**District's Initial Proposal** d) Jaime Martinez, Assistant Superintendent, presented for information the District's Initial Proposal to Hanford Elementary Teachers Association (HETA) for 2021-2022 amendments to the Collective Bargaining Agreement (reopened articles).

**HETA's Initial Proposal** e) Jaime Martinez, Assistant Superintendent, presented for information the HETA's Initial Proposal for 2021-2022 amendments to the Collective Bargaining Agreement between HESD and HETA (reopened articles).

## **BOARD POLICIES AND ADMINISTRATION**

**Stephan L Hahn Agreement** Trustee Garner made a motion to approve the inspection services agreement with Stephen L Hahn Inspections for the Richmond Modernization Project. Trustee Revious seconded; motion carried 4-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Absent  
Revious – Yes  
Strickland – Yes

**Stephan L Hahn Agreement** a) Trustee Garner made a motion to approve the inspection services agreement with Stephen L Hahn Inspections for the Solar Projects at Kings, Simas and Monroe School. Trustee Strickland seconded; motion carried 4-0:  
Garcia – Yes  
Garner – Yes  
Hernandez – Absent  
Revious – Yes  
Strickland – Yes

**Reroofing of WW** b) Trustee Revious made a motion to approve the reroofing the cafeteria and library at Woodrow Wilson Jr School that will begin June 7, 2021 and be completed by August 6, 2021. High. Trustee Garner seconded; motion carried 4-0:  
Garcia – Yes  
Garner – Yes

Hernandez – Absent  
Revious – Yes  
Strickland – Yes

**RMA  
Geoscience**

- c) Trustee Garner made a motion to approve the construction inspection and testing services agreement with RMA Geoscience for the Richmond Modernization Project. Trustee Revious seconded; motion carried 4-0:

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

**Jeremy  
Anderson**

- d) Trustee Revious made a motion to approve the consultant contract with Jeremy Anderson of the Jeremy Anderson Group, LLC to provide a virtual live keynote presentation for HESD teacher and support staff on August 5, 2021. Trustee Garner seconded; motion carried 4-0:

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

- BP/AR 4119.11, e)** Trustee Garner made a motion to approve the revised Board Policy 4119.11, 4219.11, 4319.11 – Sexual Harassment and new Administrative Regulation 4119.12, 4219.12, 4319.12 – Title IX Sexual Harassment Complaint. Trustee Revious seconded; motion carried 4-0:

**4219.11,  
4319.11  
AR 4119.12,  
4219.12,  
4319.12**

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

- BP 4216**  
**BP 4315** f) Trustee Revious made a motion to approve the revised Board Policy 4216 – Probationary/Permanent Status for Classified employees BP 4315 – Evaluation/Supervision, for Management/Specialist/Confidential employees. Trustee Garner seconded; motion carried 4-0:

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

**PERSONNEL**

Trustee Revious made a motion to take Personnel items “a” through “h” together. Trustee Garner seconded; the motion carried 4-0:

Garcia – Yes

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

Trustee Revious then made a motion to approve Personnel items "a" through "h".  
Trustee Garner seconded; the motion carried 4-0:

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

The following items were approved:

***Item "a" –  
Employment***

- Yesenia Hernandez, Substitute Bilingual Clerk Typist, effective 3/19/21
- Esmeralda Torres-Gonzalez, Substitute Yard Supervisor, effective 3/8/21; Short-term Yard Supervisor – 3.5 hrs., Roosevelt, effective 4/6/21 to 6/4/21
- Sandy Virden, Short-term Yard Supervisor – 3.25 hrs., Lincoln, effective 4/6/21 to 6/4/21
- Earlisha White, Substitute Yard Supervisor, effective 3/9/21

***Item "b" –  
Resignations***

- Maria E. Arroyo, Yard Supervisor – 2.25 hrs., Richmond, effective 3/19/21
- Daniela Flores-Cabral, READY Program Tutor – 4.5 hrs., Jefferson, effective 3/26/21
- Laura Canchola Leon, Yard Supervisor – 4.5 hrs., Hamilton, effective 3/25/21
- Vanessa Carson, Licensed Vocational Nurse – 6.0 hrs., Wilson, effective 4/5/21
- Elizabeth McGrath, READY Program Tutor – 4.5 hrs., Richmond, effective 3/23/21
- Molly Retzloff, Special Education Aide – 5.0 hrs., Monroe, effective 5/14/21

***Item "c" –  
Retirement***

- Leslie Arakelian, Student Specialist – 8.0 hrs., Hamilton, effective 4/30/21
- Alice Garcia, Administrative Assistant – 8.0 hrs., Human Resources, effective 4/30/21
- Robert Guzman, Custodian II – 8.0 hrs., Food Services, effective 6/4/21

***Item "d" –  
Promotion***

- Evelyn Galvan, from Personnel Specialist – 8.0 hrs., to Administrative Assistant – 8.0 hrs., Human Resources, effective 4/27/21

***Item "e" – More  
Hours***

- Dana Raulino, Bus Driver, from 4.5 hrs., to 6.0 hrs., Transportation/DSF, effective 4/6/21

***Item "f" –  
Temporary Out  
of Class  
Assignment***

- Jessica Castro, from READY Program Tutor – 4.5 hrs., to READY Site Lead – 5.0 hrs., Roosevelt, effective 2/23/21 to 4/9/21
- Margarita Gonzales, from READY Program Tutor – 4.5 hrs., to READY Site Lead – 5.0 hrs., Richmond, effective 3/22/21 to 4/30/21

***Item "g" – Need  
for Fully  
Qualified  
Educators***

- Adopt Declaration of Need for Fully Qualified Educators for 2021-2022 School Year (Title 5, 80026) – Attached

***Item "h" – Need  
for 30-Day  
Substitute  
Teaching  
Permits***

- Annual Statement of Need for 30-Day Substitute Teaching Permits
  - The Governing Board of the Hanford Elementary School District declares that a sufficient number of credentialed teachers are not available to fill vacancies for substitute teaching during the 2021-2021 school year. Therefore, the District is filing an annual statement of need with the Kings County Office of Education to allow Emergency 30-Day Substitute Permit holders to fill day-to-day substitute needs.

**FINANCIAL**

**2021-2022  
LCAP**

- a) Trustee Garner made a motion to approve the 2021-2022 Local Control Accountability Plan (LCAP) and District budget public hearing date of June 9, 2021 at 5:30 p.m. Trustee Revious seconded; motion carried 4-0:
- Garcia – Yes
  - Garner – Yes
  - Hernandez – Absent
  - Revious – Yes
  - Strickland – Yes

**Fund 0800**

- b) Trustee Revious made a motion to approve the opening of Fund 0800, fund will facilitate the accounting of Associated Student Body (ASB) activities. Trustee Garner seconded; motion carried 4-0:
- Garcia – Yes
  - Garner – Yes
  - Hernandez – Absent
  - Revious – Yes
  - Strickland – Yes

**Comprehensive  
Maintenance  
Plan**

- c) Trustee Revious made a motion to approve the Comprehensive Maintenance Plan. Trustee Garner seconded; motion carried 4-0:
- Garcia – Yes
  - Garner – Yes
  - Hernandez – Absent
  - Revious – Yes
  - Strickland – Yes

**CLOSED SESSION**

**Closed Session**

- Trustees adjourned to closed session for the purpose of:
- Public Employee Discipline/Dismissal/Release (GC 54957)

**Open Session**

Trustees returned to open session at 6:57 p.m.

**Public  
Employee**

No action was taken by the Board.

**Adjournment**

There being no further business, President Garcia adjourned the meeting at 6:58 p.m.

Respectfully submitted,

Joy C. Gabler,  
Secretary to the Board of Trustees

Approved:

\_\_\_\_\_  
Robert Garcia, President

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



No	A/D	Sch Req'd	Home Sch	Date
I-253	A	Monroe	Pioneer	04/19/2021
I-254	A	Monroe	Pioneer	04/19/2021
I-255	A	Simas	Pioneer	04/19/2021

No	A/D	Sch Req'd	Home Sch	Date
O-164	A	Caruthers	Wash/Jefferson	04/19/2021

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Karen McConnell

DATE: April 16, 2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: April 28, 2021

**ITEM:** Consider acceptance of donation of \$500.00 from GoMoreGood Grassroots Grant to READY.

**PURPOSE:** For the purpose of building and maintaining student gardens at Hamilton Elementary School.

**FISCAL IMPACT:** Increase of \$500.00 to Account #0100-0332-0-1110-4000-430000-020-0000

**RECOMMENDATIONS:** Accept donation

## HANFORD ELEMENTARY SCHOOL DISTRICT

**Agenda Request Form**

**TO:** Joy Gabler

**FROM:** Ramiro Flores

**DATE:** 4/7/2021

**FOR:** (X) Board Meeting  
( ) Superintendent's Cabinet

**FOR:** ( ) Information  
(X) Action

Date you wish to have your item considered: April 28, 2021

**ITEM:** Consider approval of donations to Roosevelt School from:  
Roosevelt PTC in amount of \$5.08.

**PURPOSE:** To be used to purchase classroom supplies.

**FISCAL IMPACT:**

Increase to account 0100-1100-0-1110-1000-430000-026-0000 in amount of \$5.08

**RECOMMENDATION:** Approve donation.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Javier Espindola

DATE: April 16, 2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: April 28, 2021

**ITEM:** Donation of \$500.00 from The Chicken Shack to Jefferson Academy.

**PURPOSE:** To be used for the purchase of student awards and incentives.

**FISCAL IMPACT:** Increase of \$500.00 to 0900-1100-0-1110-1000-430000-021-0000

**RECOMMENDATIONS:** Approve Donation

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/19/2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☒ Information  
☐ Action

Date you wish to have your item considered: 04/28/2021

**ITEM:**

Receive for information monthly financial reports for the period of 07/01/2020-03/31/2021.

**PURPOSE:**

Attached are financial summaries for all of the District's funds for the period of 07/01/2020-03/31/2021.

**FISCAL IMPACT:**

The financial reports are informational only.

**RECOMMENDATIONS:**

Receive the monthly financial reports.

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 0100 General Fund

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$14,162,587.95	\$14,162,587.95		
<b>REVENUES</b>						
1) LCFF Sources	8010-8099	\$0.00	\$41,110,852.81	\$61,817,622.00	66.50	33.50
2) Federal Revenues	8100-8299	\$0.00	\$7,392,308.78	\$10,527,106.43	70.22	29.78
3) Other State Revenues	8300-8599	\$0.00	\$2,892,858.72	\$7,352,841.60	39.34	60.66
4) Other Local Revenues	8600-8799	\$0.00	\$1,508,465.41	\$2,496,370.00	60.43	39.57
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$52,904,485.72</b>	<b>\$82,193,940.03</b>	<b>64.37</b>	<b>35.63</b>
<b>EXPENDITURES</b>						
1) Certificated Salaries	1000-1999	\$0.00	\$22,252,868.96	\$31,203,920.96	71.31	28.69
2) Classified Salaries	2000-2999	\$0.00	\$8,611,000.01	\$12,335,592.49	69.81	30.19
3) Employee Benefits	3000-3999	\$0.00	\$11,863,972.93	\$20,582,126.00	57.64	42.36
4) Books and Supplies	4000-4999	\$94,822.45	\$3,546,253.50	\$5,502,327.98	64.45	35.55
5) Services, Oth Oper Exp	5000-5999	\$93,802.34	\$4,299,061.30	\$6,894,723.84	62.35	37.65
6) Capital Outlay	6000-6999	\$268,470.00	\$921,673.94	\$2,255,100.22	40.87	59.13
7) Other Outgo(excl. 7300`s)	7100-7499	\$0.00	\$591,318.10	\$1,455,163.00	40.64	59.36
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	(\$150,000.00)	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$457,094.79</b>	<b>\$52,086,148.74</b>	<b>\$80,078,954.49</b>	<b>65.04</b>	<b>34.96</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$0.00	\$0.00	0.00	100.00
B) Transfers Out	7610-7629	\$0.00	\$284,735.00	\$284,735.00	100.00	0.00
2) Other Sources/Uses						
A) Sources	8930-8979	\$0.00	\$0.00	\$1,240,000.00	0.00	100.00
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>(\$284,735.00)</b>	<b>\$955,265.00</b>	<b>18.67</b>	<b>81.33</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>						
		<b>(\$457,094.79)</b>	<b>\$533,601.98</b>	<b>\$3,070,250.54</b>		
<b>ENDING FUND BALANCE</b>						
			<b>\$14,696,189.93</b>	<b>\$17,232,838.49</b>		

13 Hanford Elementary School District  
Fiscal Year: 2021  
Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 0900 Charter Schools Fund

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<hr/>						
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,697.00	\$1,697.00		
<hr/>						
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>		
<b>ENDING FUND BALANCE</b>			<u>\$1,697.00</u>	<u>\$1,697.00</u>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

4/9/2021 9:38:41AM

Fund: 1300 Cafeteria Fund

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,508,445.64	\$1,508,445.64		
<b>REVENUES</b>						
2) Federal Revenues	8100-8299	\$61,625.34	\$1,082,543.33	\$2,129,249.00	50.84	49.16
3) Other State Revenues	8300-8599	\$8,614.24	\$76,043.42	\$158,674.00	47.92	52.08
4) Other Local Revenues	8600-8799	\$555.55	\$7,207.94	\$15,000.00	48.05	51.95
<b>5) Total, Revenues</b>		<b>\$70,795.13</b>	<b>\$1,165,794.69</b>	<b>\$2,302,923.00</b>	<b>50.62</b>	<b>49.38</b>
<b>EXPENDITURES</b>						
2) Classified Salaries	2000-2999	\$0.00	\$817,986.13	\$1,186,093.00	68.96	31.04
3) Employee Benefits	3000-3999	\$0.00	\$309,340.33	\$470,638.00	65.73	34.27
4) Books and Supplies	4000-4999	\$137.26	\$692,927.94	\$1,233,574.00	56.17	43.83
5) Services, Oth Oper Exp	5000-5999	\$27.36	\$31,887.99	(\$16,048.00)	(198.70)	298.70
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$0.00	0.00	100.00
8) Direct/Indirect Support	7300-7399	\$0.00	\$0.00	\$150,000.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$164.62</b>	<b>\$1,852,142.39</b>	<b>\$3,024,257.00</b>	<b>61.24</b>	<b>38.76</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$70,630.51</b>	<b>(\$686,347.70)</b>	<b>(\$721,334.00)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$822,097.94</b>	<b>\$787,111.64</b>		



13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 1400 Deferred Maintenance Fund

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$4,265.72	\$4,265.72		
<b>REVENUES</b>						
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	\$1,272.56	\$3,000.00	42.42	57.58
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$301,272.56</b>	<b>\$303,000.00</b>	<b>99.43</b>	<b>0.57</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$10,095.00	\$10,095.00	100.00	0.00
6) Capital Outlay	6000-6999	\$1,192.50	\$62,585.92	\$297,170.72	21.06	78.94
<b>9) Total Expenditures</b>		<b>\$1,192.50</b>	<b>\$72,680.92</b>	<b>\$307,265.72</b>	<b>23.65</b>	<b>76.35</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$1,192.50)</b>	<b>\$228,591.64</b>	<b>(\$4,265.72)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$232,857.36</b>	<b>\$0.00</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 1500 Pupil Transportation Equip

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$360,121.84	\$360,121.84		
<b>REVENUES</b>						
3) Other State Revenues	8300-8599	\$0.00	\$1,657,663.00	\$1,657,663.00	100.00	0.00
4) Other Local Revenues	8600-8799	\$0.00	\$2,462.81	\$8,000.00	30.79	69.21
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$1,660,125.81</b>	<b>\$1,665,663.00</b>	<b>99.67</b>	<b>0.33</b>
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	\$1,927,805.68	\$1,936,720.63	99.54	0.46
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$1,927,805.68</b>	<b>\$1,936,720.63</b>	<b>99.54</b>	<b>0.46</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$100,000.00	\$100,000.00	100.00	0.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$100,000.00</b>	<b>\$100,000.00</b>	<b>100.00</b>	<b>0.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$0.00</b>	<b>(\$167,679.87)</b>	<b>(\$171,057.63)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$192,441.97</b>	<b>\$189,064.21</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 2000 SPECIAL RESERVE FUND FOR OTHER POSTE

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$6,860,525.75	\$6,860,525.75		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$38,276.50	\$80,000.00	47.85	52.15
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$38,276.50</b>	<b>\$80,000.00</b>	<b>47.85</b>	<b>52.15</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$184,735.00	\$184,735.00	100.00	0.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$184,735.00</b>	<b>\$184,735.00</b>	<b>100.00</b>	<b>0.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$0.00</b>	<b>\$223,011.50</b>	<b>\$264,735.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$7,083,537.25</b>	<b>\$7,125,260.75</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 2100 Building Fund-Local

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$2,047.19	\$2,047.19		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$20.64	\$0.00	0.00	100.00
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$20.64</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	\$102.87	\$2,047.19	5.02	94.98
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$102.87</b>	<b>\$2,047.19</b>	<b>5.02</b>	<b>94.98</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$1,964.96	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>(\$1,964.96)</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>						
		<u><b>\$0.00</b></u>	<u><b>(\$2,047.19)</b></u>	<u><b>(\$2,047.19)</b></u>		
<b>ENDING FUND BALANCE</b>						
			<u><b>\$0.00</b></u>	<u><b>\$0.00</b></u>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 2110 Building Funds - Local 1

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$2,192,761.01	\$2,192,761.01		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$7,814.20	\$10,000.00	78.14	21.86
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$7,814.20</b>	<b>\$10,000.00</b>	<b>78.14</b>	<b>21.86</b>
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	\$654,225.38	\$652,761.01	100.22	(0.22)
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$654,225.38</b>	<b>\$652,761.01</b>	<b>100.22</b>	<b>(0.22)</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$1,546,349.83	\$1,550,000.00	99.76	0.24
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>(\$1,546,349.83)</b>	<b>(\$1,550,000.00)</b>	<b>99.76</b>	<b>0.24</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$0.00</b>	<b>(\$2,192,761.01)</b>	<b>(\$2,192,761.01)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$0.00</b>	<b>\$0.00</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 2120 Building Funds - Local 2

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$16,516.29	\$77,000.00	21.45	78.55
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$16,516.29</b>	<b>\$77,000.00</b>	<b>21.45</b>	<b>78.55</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$222,126.24	\$0.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$222,126.24</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$4,700,000.00	0.00	100.00
2) Other Sources/Uses						
A) Sources	8930-8979	\$0.00	\$7,822,126.24	\$7,820,000.00	100.03	(0.03)
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$7,822,126.24</b>	<b>\$3,120,000.00</b>	<b>62.48</b>	<b>37.52</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$0.00</b>	<b>\$7,616,516.29</b>	<b>\$3,197,000.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$7,616,516.29</b>	<b>\$3,197,000.00</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

4/9/2021 9:38:41AM

Fund: 2500 CapitalFacilities Fund

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$520,178.31	\$520,178.31		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$51,593.54	\$100,000.00	51.59	48.41
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$51,593.54</b>	<b>\$100,000.00</b>	<b>51.59</b>	<b>48.41</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$111,360.00	\$165,000.00	67.49	32.51
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$111,360.00</b>	<b>\$165,000.00</b>	<b>67.49</b>	<b>32.51</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>						
		<b>\$0.00</b>	<b>(\$59,766.46)</b>	<b>(\$65,000.00)</b>		
<b>ENDING FUND BALANCE</b>						
			<b>\$460,411.85</b>	<b>\$455,178.31</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

Page 11 of 13  
 4/9/2021 9:38:41AM

Fund: 3500 SCHOOL FACILITY PROGRAM

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,794,417.57	\$1,794,417.57		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$5,775.16	\$4,411.30	130.92	(30.92)
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$5,775.16</b>	<b>\$4,411.30</b>	<b>130.92</b>	<b>(30.92)</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$0.00	\$1,180.00	\$1,180.00	100.00	0.00
6) Capital Outlay	6000-6999	\$104,881.94	\$3,460,479.71	\$8,120,148.87	42.62	57.38
<b>9) Total Expenditures</b>		<b>\$104,881.94</b>	<b>\$3,461,659.71</b>	<b>\$8,121,328.87</b>	<b>42.62</b>	<b>57.38</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
A) Transfers In	8910-8929	\$0.00	\$1,600,814.79	\$6,322,500.00	25.32	74.68
3) Contributions	8980-8999	\$0.00	\$0.00	\$0.00	0.00	100.00
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>\$1,600,814.79</b>	<b>\$6,322,500.00</b>	<b>25.32</b>	<b>74.68</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$104,881.94)</b>	<b>(\$1,855,069.76)</b>	<b>(\$1,794,417.57)</b>		
<b>ENDING FUND BALANCE</b>			<b>(\$60,652.19)</b>	<b>\$0.00</b>		



13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 4000 Special Reserve - Capital Outlay

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$1,182,144.91	\$1,182,144.91		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$0.00	\$6,482.40	\$12,000.00	54.02	45.98
<b>5) Total, Revenues</b>		<b>\$0.00</b>	<b>\$6,482.40</b>	<b>\$12,000.00</b>	<b>54.02</b>	<b>45.98</b>
<b>EXPENDITURES</b>						
6) Capital Outlay	6000-6999	\$0.00	\$0.00	\$1,611.00	0.00	100.00
<b>9) Total Expenditures</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,611.00</b>	<b>0.00</b>	<b>100.00</b>
<b>OTHER FINANCING SOURCES/USES</b>						
1) Transfers						
B) Transfers Out	7610-7629	\$0.00	\$52,500.00	\$72,500.00	72.41	27.59
<b>4) Total, Other Financing Sources/Uses</b>		<b>\$0.00</b>	<b>(\$52,500.00)</b>	<b>(\$72,500.00)</b>	<b>72.41</b>	<b>27.59</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>\$0.00</b>	<b>(\$46,017.60)</b>	<b>(\$62,111.00)</b>		
<b>ENDING FUND BALANCE</b>			<b>\$1,136,127.31</b>	<b>\$1,120,033.91</b>		

13 Hanford Elementary School District  
 Fiscal Year: 2021  
 Requested by dendo

## Fiscal Position Report

April 2021

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Fund: 6720 Self-Insurance/Other

		April Amount	YTD Amount	Revised Budget	% of Budget	% Remain
<b>BEGINNING BALANCE</b>						
Net Beginning Balance	9791-9795		\$589,055.53	\$589,055.53		
<b>REVENUES</b>						
4) Other Local Revenues	8600-8799	\$2,215.51	\$399,838.69	\$753,000.00	53.10	46.90
<b>5) Total, Revenues</b>		<b>\$2,215.51</b>	<b>\$399,838.69</b>	<b>\$753,000.00</b>	<b>53.10</b>	<b>46.90</b>
<b>EXPENDITURES</b>						
5) Services, Oth Oper Exp	5000-5999	\$45,467.56	\$465,681.09	\$749,000.00	62.17	37.83
<b>9) Total Expenditures</b>		<b>\$45,467.56</b>	<b>\$465,681.09</b>	<b>\$749,000.00</b>	<b>62.17</b>	<b>37.83</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>		<b>(\$43,252.05)</b>	<b>(\$65,842.40)</b>	<b>\$4,000.00</b>		
<b>ENDING FUND BALANCE</b>			<b>\$523,213.13</b>	<b>\$593,055.53</b>		

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

TO: Joy Gabler

FROM: Jaime Martinez

DATE: April 20, 2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet  
  
☒ Information  
☐ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 28, 2021**

**ITEM:** Receive the following revised Board Policies for information.

**PURPOSE:** The following Board Policy is being updated to reflect NEW LAW (AB 1353) which shortens the length of the probationary period for classified employees in non-merit system districts from one year to either six months or 130 days of paid service, whichever is longer.

- BP 4221.4 – Yard Supervisors (revised)

**FISCAL IMPACT:** None.

**RECOMMENDATION:** Consider for adoption at next regular board meeting.

**YARD SUPERVISORS****A. Employment**

1. The Superintendent or designee may employ non-represented Yard Supervisors.
2. All non-represented part-time Yard Supervisors serve a ~~12-month~~ probationary period of six months or 130 days, whichever is longer, at the pleasure of the Board. ~~and~~ Yard Supervisors may be released at any time during that probationary period without a statement of reasons. Such probationary employees have no continuing employment rights or rights to a hearing before the Board.
3. Yard Supervisors are members of the classified service as defined in Education Code Section 45103 and shall attain permanent status in the district upon the completion of ~~12 months~~ six months or 130 days, whichever is longer, ~~at the~~ of paid service in a regular yard supervision assignment.
4. All Yard Supervisors shall be informed of the nature of each assignment, the type of assignment, the length of time for which the person is being employed in the assignment, and the hourly rate to be paid. They shall be assigned, re-assigned and transferred to positions/school sites at the discretion of the district in accordance with staffing plans and other criteria determined by the district.
5. Each such employee shall meet legal and district conditions for employment.
6. Upon clearance for employment, the Superintendent or designee shall report the employment of new, non-represented part-time Yard Supervisors to the Board for ratification at the next Board meeting.

**B. Compensation and Benefits**

1. Yard Supervisors shall be paid for actual hours worked in accordance with the Board-approved pay schedules for Yard Supervisors and annual pay step movement in accordance with such approved pay schedule.
2. Yard Supervisors shall be covered under the district's workers' compensation and unemployment insurance programs, and shall be accorded their rights under the Labor Code applicable to mandatory lunch and rest periods and overtime compensation. They are covered under the rules and regulations for employees who are part of the classified service. They are eligible for Industrial Injury leave benefits in accordance with BP and AR 4161.11 Industrial Accident/Illness Leave.
3. Yard Supervisors shall not be eligible for participation in the district's group health and welfare benefit plans, with the exception of employees qualifying for medical coverage under the provisions of the Affordable Care Act and shall be entitled to paid leaves in accordance with law.

## **YARD SUPERVISORS**

### **C. Paid and Unpaid Leaves**

1. Yard Supervisors will earn and utilize sick leave and extended sick leave in accordance with District Administrative Regulation (AR) 4261.1. Personal Illness/Injury Leave.  
  
(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)  
(cf. 4261.1 - Personal Illness/Injury Leave)
2. Personal Necessity (Education Code 45207) In addition to the terms describing the use of Personal Illness/Injury leave for matters of Personal Necessity in AR 4261.1: Personal Illness/Injury Leave and Education Code 45207, Yard Supervisors may use up to 8 days of personal illness time (sick leave) per year for matters of personal necessity, this includes reasons listed in AR 4261.1 and matters of personal compelling importance. Under Personal Compelling importance, the specific reason must be listed. Requests for personal necessity shall be submitted in writing to the Yard Supervisor's supervisor at least 24 hours in advance when foreseeable. Leave for Personal Necessity shall ordinarily be approved, but may be denied for good and sufficient reasons by the immediate supervisor.
3. Vacation - Yard Supervisors shall earn paid vacation of 10 days per fiscal year, in proportion to the time listed on their employment agreement (work schedule). A Yard Supervisor who works less than a full school year shall receive vacation time in proportion to the time worked. Yard Supervisors shall have their annual vacation allowance added to their annual pay and be paid in equal monthly installments.
4. Bereavement - Yard Supervisors shall be granted paid leave, not to exceed 5 days, or 7 days if travel is required beyond six hundred (600) miles round trip, on account of the death of any member of the employee's immediate family. The District may require proof of the need for bereavement. Family is defined as: mother, father, grandmother, grandfather, or grandchild of the employee or spouse of the employee; spouse, or domestic partner (LC 233) son, son-in-law, daughter, daughter in-law, bother, sister, brother-in-law, sister-in-law, or any relative living in the immediate household of the employee.
5. Parental Bonding -Yard Supervisors are entitled to up to 12 work weeks of parental bonding leave to the extent that the Yard Supervisor has been employed by the District for a period of at least 12 months prior to commencing the leave. This leave shall run concurrent to any unpaid CFRA child bonding leave. Pursuant to Education Code Section 45196.1 when a Yard Supervisor has exhausted all paid sick leave, including accumulated sick leave, continues to be absent for purposes of parental bonding leave under the CFRA he or she may use up to 12 workweeks of extended sick leave with half pay. A Yard Supervisor shall not be provided with more than one 12-week period of paid absence for parental bonding in any 12-month period. However, if a school year terminates before the 12-week period is exhausted; the employee may take the balance of the 12-week period in the subsequent school year. The minimum period of time the Yard Supervisor may request is 2-weeks. Parental Bonding leave must be requested in writing to the Assistant Superintendent of Human Resources a minimum of 30 days prior to the date the leave is proposed to commence.

## **YARD SUPERVISORS**

6. Holidays: Yard Supervisors shall receive 13 paid holidays: January 1- New Year's Day, 3rd Monday in January - Dr. Martin Luther King Jr.'s Birthday, The third Monday in February President's Birthday, Friday before Easter, The last Monday in May - Memorial Day, The first Monday in September, Labor Day, November 11 - Veterans Day, The Last Thursday in November, Thanksgiving Day. The Friday following Thanksgiving,

December 24, Christmas Eve, December 25th - Christmas Day, December 31, - New Year's Eve. The Monday after Easter, in lieu of Lincoln's Birthday - Yard Supervisors will be notified in advance of a change in holidays.

### **D. Supervision/Performance Standards**

1. Supervision of Yard Supervisors shall be conducted by the site administrator or his/her management designee.
2. Yard Supervisors shall be given an orientation to their duties and responsibilities, and district/school policies and procedures by their immediate supervisor(s).
3. Yard Supervisors shall be held accountable for professional conduct in the same manner as all employees.

(cf. 4119.21/4219.21/4319.21 - Code of Ethics)

(cf. 4119.22/4219.22/4319.22 - Employee Dress and Grooming)

4. The performance and any conduct incidents of Yard Supervisors shall be reported in accordance with regulations and procedures prescribed by the Superintendent or designee. Probationary Yard Supervisors shall receive two performance evaluations by their supervisor during their first 12 months of employment; on or about the 4th month of their employment and on or about the 7th month of their employment. Subsequent evaluations will be completed every other year on or about the employee's anniversary date; additional evaluations may be conducted by the supervisor as deemed necessary. The evaluation shall be based on observations and events throughout the time period. A conference evaluation report shall be held prior to its placement in the employee's primary personnel file. (ADM-101a Yard Supervisor Evaluation)

(cf. 4121.3/4221.3 - Substitute and Temporary Employees: Incident and Performance Reports)

5. Permanent Yard Supervisors with serious or repeated performance or conduct problems shall be released from employment following the provisions of Board Policy and Administrative Regulations (BP/AR) 4218: Cause for Disciplinary Action or Dismissal.

- E. The Superintendent or designee shall develop administrative regulations implementing this policy and shall ensure proper employment, assignment, supervision, and release of Yard Supervisors.

**BP 4221.4 (d)****YARD SUPERVISORS**

Legal Reference:

EDUCATION CODE

45103 Substitute and short-term positions; definitions

45109 Fixing of duties

45125 Fingerprint cards; criminal history

45160 Power of governing board to fix compensation

45256 Classified service; exclusion

Policy

adopted: June 26, 2019

revised: \_\_\_\_\_, 2021

HANFORD ELEMENTARY SCHOOL DISTRICT

Hanford, California

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Bill Potter

DATE: 04/19/21

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 04/28/2021

**ITEM:**

Consider declaring item(s) surplus.

**PURPOSE:**

To get approval to surplus the following vehicles no longer needed by the district.

<u>UNIT</u>	<u>YEAR</u>	<u>TYPE</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VIN</u>	<u>LICENSE</u>	<u>DEPT.</u>
#25	1995	TRUCK	CHEV	2500	1GCHC29UX5E221305	1255616	MAINTENANCE
#28	1998	TRUCK	CHEV	2500	1GBHC29UX3E235500	1255468	MAINTENANCE

<u>UNIT</u>	<u>YEAR</u>	<u>TYPE</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VIN</u>	<u>LICENSE</u>	<u>DEPT.</u>
K02	2007	TRUCK	6500XDCHEV	KODIAK	1GBJ6F13X7F412680	1255464	KITCHEN
K03	2007	TRUCK	7500XD CHEV	KODIAK	1GBJ7F1B17F425063	1255617	KITCHEN

**FISCAL IMPACT:**

There is a value of approximately \$12,000

**RECOMMENDATIONS:**

Declare the item(s) surplus and allow the Director of Facilities to auction equipment



Hanford Elementary School District  
**HUMAN RESOURCES DEPARTMENT**

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: April 20, 2021

FOR: (X) Board Meeting  
( ) Superintendent's Cabinet  
  
( ) Information  
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 28,2021**

**ITEM:** Hear Public input on Hanford Elementary Teachers Association's (HETA's) initial proposal for 2021-2022 amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and HETA (reopened articles).

**PURPOSE:** HETA's initial proposal for amendments to the 2019-2022 Collective Bargaining Agreement with HESD was presented at the April 14, 2021 Board meeting. 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) ].

**FISCAL IMPACT:** Unknown at this time.

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

**Hanford Elementary Teachers Association**

**INITIAL PROPOSAL**

**COLLECTIVE BARGAINING AGREEMENT**

**Date 03/04/21**

**Article 11: School Calendar and Work Year**

Calendar Completed through 2021-2022

**Article 18: Employee Group Health and Welfare Insurance Benefits**

The bargaining members' medical, vision, dental, and District life insurance benefits continue to be fully funded.

**Article 20: Salary**

The bargaining members' salary schedules shall include any new monies put forth by the State of California.

Hanford Elementary School District  
**HUMAN RESOURCES DEPARTMENT**

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: Jaime Martinez

DATE: April 20, 2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet  
☐ Information  
☒ Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **April 28, 2021**

**ITEM:** Hear Public input on Hanford Elementary School District's initial proposal for amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and Hanford Elementary Teachers Association (HETA) (reopened articles), for the 2021-2022 school year.

**PURPOSE:** The District's initial proposal for amendments to the 2019-2022 Collective Bargaining Agreement with HETA was presented at the April 14, 2021 Board meeting. 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) ].

**FISCAL IMPACT:** Unknown at this time.

**RECOMMENDATION:** Hear public comments and accept District's Initial Proposal for contract negotiations with HETA.

**HANFORD ELEMENTARY SCHOOL DISTRICT'S  
INITIAL PROPOSAL  
FOR REOPENERS  
HANFORD ELEMENTARY TEACHERS ASSOCIATION  
Effective July 1, 2021**

**Article 11: School Calendar**

Status Quo.

**Article 18: Health & Welfare Benefits**

Discuss current Health & Welfare Benefits contributions and cost increases to health plans.

**Article 20: Salary**

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

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

**TO:** Joy C. Gabler

**FROM:** Jaime Martinez

**DATE:** April 19, 2021

**RE:** (X ) Board Meeting  
 ( ) Superintendent's Cabinet  
 ( ) Information  
 (X ) Action

**DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED:** **April 28, 2021**

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

**PURPOSE:**

**a. Resignations**

- Deborah Arnold, Teacher, Jefferson, effective 7/16/2021 (revised)

**b. Retirement**

- Ortencia Aguilar, Bilingual Clerk Typist – 8.0 hrs., Wilson, effective 6/11/21
- Sasha Jamison, Special Education Aide – 5.0 hrs., Monroe, effective 6/4/2021

**c. Promotion**

- Aristeo Calvillo, from Bilingual Clerk Typist II – 8.0 hrs. (11-month), Hamilton, to Personnel Specialist (Confidential) – 8.0 hrs. (12-month), Human Resources, effective 5/3/21
- Leslie Griffith, from Teacher, Monroe to Induction Coach, Curriculum, Instruction and Professional Development, effective 2021-22 school year

**RECOMMENDATION:** Approve.

## HANFORD ELEMENTARY SCHOOL DISTRICT

**AGENDA REQUEST FORM**

TO: Joy C. Gabler

FROM: David Endo

DATE: 04/19/2021

FOR: ☒ Board Meeting  
☐ Superintendent's Cabinet

FOR: ☐ Information  
☒ Action

Date you wish to have your item considered: 04/28/2021

**ITEM:**

Consider approval of actuarial contract for services in accordance with Education Code 17566(e) related to the District's self-insured dental fund.

**PURPOSE:**

The contract for services will quantify the dental liability, project the claim cost and recommend funding levels. Demsey, Filliger & Associates has provided the attached proposal to complete the study.

**FISCAL IMPACT:**

The proposed cost is \$2,000.

**RECOMMENDATIONS:**

Approve the contract for services.

**Hanford Elementary School District  
Self-Insured Actuarial Review – Dental**

DFA, LLC will provide Hanford Elementary School District with an actuarial review of its self- insured dental plan as of June 30, 2021. The review will be pursuant to California Ed. Code 17566(e).

**Fees**

Our fee for the study and report is \$2,000 and is all-inclusive based on the scope of the project outlined below.

**Scope**

DFA will provide an actuarial report containing the following information:

- The recommended IBNR reserves for the current year and an estimate for the next two years.
- Projected dental claim and administration costs for the next three years.
- Evaluation of the adequacy of current funding levels to pay self-insured claims, expenses, and increases in the IBNR reserves.
- A recommendation of self-funded rates necessary to meet claims, administration fees, and expected reserve increases.
- Summary of assumptions, data, and methodology.
- Actuarial certification.

The costs and reserves listed above would be determined based on the average claim lag, historical and expected claim and administration costs, projected trend, demographics, and plan design.

**List of Requested Data**

1. A description of plan benefits, such as that contained in employee booklets.
2. Paid claims by month for the period July 2018 through June 2021.
3. Administration (non-claims) costs by month for July 2018 through June 2021.
4. Enrollment by month (number of employees/retirees (preferred) or total covered members) for July 2018 through June 2021.
5. A list of administrative charges expected to be assessed on a per employee/retiree per month or per member per month basis for fiscal year July 1, 2021 to June 30, 2022.
6. A claim lag report that shows claims by incurred vs. paid month for the most recent 24-36 paid months.
7. Any amount set aside for the purpose of paying incurred but not reported (IBNR) claims (for both balance sheet and cash purposes), as of the previous statement date (June 30, 2020).
8. Current self-insured rates in use by the District, including the amount paid by the employee/retiree/COBRA member and the amount paid by the District.
9. Financial statements for the self-insurance fund for the most recent two-year period, if available.

Feel free to call us with any questions. Please email the requested information to [cdiaz@dfa-actuaries.com](mailto:cdiaz@dfa-actuaries.com) at your convenience.