

A G E N D A  
GOVERNING BOARD OF THE HEMET UNIFIED SCHOOL DISTRICT

Organizational and Regular Meeting  
December 7, 2004  
5:00 p.m. Organizational Meeting Open Session  
Regular Meeting Closed Session immediately following  
the Organizational Meeting.  
6:30 p.m. Regular Meeting Open Session

District Administration Office  
2350 W. Latham Avenue  
Hemet, CA 92545

CALL TO ORDER and ROLL CALL

**ORGANIZATIONAL MEETING**

**OPEN SESSION**

**ADMINISTRATION OF OATH OF OFFICE** to Newly Re-elected Trustees Mike Cook and Charlotte Jones by Judge James Warren.

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
1. Recognition of and Presentation to the Board President of Governing Board Year 2003-2004.	Supt.		
2. Election of Governing Board President for 2004-05 Governing Board Year.	Supt.	Action	
3. Election of Governing Board Vice President for 2004-05 Governing Board Year.	Board President	Action	
4. Election of Governing Board Member to represent the Board at the annual election for members to serve on the Riverside County Committee on School District Organization.	Board President	Action	
5. Approval of the Calendar of Governing Board meetings for the 2004-05 Governing Board Year.	Supt.	Action	1
6. Approval of the 2004-05 Governing Board Recognition and Reward of K-12 Curricular/Co-Curricular and Extra-Curricular Programs calendar.	Supt.	Action	2
7. Approve appointment of Board Representative to serve on the Headstart Parent Policy Committee.	Supt.	Action	

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
<p>8. Appoint Trustees to the following committees:            Committee on Facilities: Trustees _____, _____,            and _____;             Committee on Governmental Relations: Trustees            _____, _____, and _____;             Committee on Recognition and Rewards: Trustees            _____, _____, and _____;             Committee on Technology: Trustees _____,            _____, and _____;             Committee on Instrumental Music and Fine Arts:            Trustees _____, _____, and _____             Committee on Vocational Education: Trustees            _____, _____, and _____.</p>	Supt.	Action	
<p>9. Approval for the Superintendent to function as            Secretary of the Governing Board during the 2004-            2005 Governing Board Year.</p>	Supt.	Action	
<p>10. Approval for the Superintendent, Philip O. Pendley;            Deputy Superintendent, Jonathan L. Greenberg;            Assistant Superintendent, Educational Services, Mary            Wulfsberg; Assistant Superintendent, Business            Services, Richard Beck; and Assistant Director of            Fiscal Services, Pamela Buckhout, to serve as            authorized agents for the Hemet Unified School District            during the 2004-2005 Governing Board Year, including            the signing of Warrant Orders, Orders for Salary            Payment and Notices of Employment.</p>	Supt.	Action	
<p>11. Approval for Assistant Director of Fiscal Services,            Pamela Buckhout, to sign Revolving Cash Checks and            Abatement Account Checks for the 2004-2005            Governing Board Year.</p>	Supt.	Action	
<p>12. Approval for Director of Personnel Services, Sid            Cottrell, to serve as authorized agent during the 2004-            2005 Governing Board Year, including the signing of            Salary Payments and Notices of Employment.</p>	Supt.	Action	

## REGULAR MEETING

### CLOSED SESSION

The Governing Board will recess to Closed Session to discuss, deliberate or act on the following matters: **1)** to discuss negotiations per Government Code §3549.1, and §54957.6; **2)** to discuss the employee items as listed, per Government Code §54957, §54957.6 and §3549.1; **3)** to discuss Pupil Personnel Items (items 3 through 9) per 49070 and 76232 of the Education Code; deliberations regarding the expulsion of students; **4)** to confer with real property negotiator Richard Beck, Assistant Superintendent, who has been authorized by the Board to negotiate the purchase price and terms of payment with representatives of the owners of the property identified as APN # 449-270-002 & 003, APN # 449-270-004, 005, 006, & 007, located north of Stetson Ave., between Dartmouth St. and Stanford St.; and the property identified as APN # 441-070-006, located north of Commonwealth between Kirby St. and Lyon Ave. **5)** To confer with legal counsel - discuss pending litigation (significant exposure to litigation – one case) pursuant to subdivision (b) of Government Code Section 54956.9; **6)** to discuss Public Employee Performance Evaluation of the Superintendent per Government Code Section 54957; and **7)** to discuss Certificated Personnel Order #CE04-10 and Classified Personnel Assignment Order #CL04-10.

## REGULAR MEETING

### RECONVENE IN OPEN SESSION

#### PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

1. Public Relations

Page

- Presentation on School Site Entrance Enhancements
- Student Representatives' reports for Alessandro High School and Hamilton High School.

**Hearing Session – Opportunity for Citizens to Address the Board Regarding Items Not on the Agenda.** This is an opportunity for citizens to make suggestions, identify concerns, request information, or offer objective criticism about matters affecting the school district. The President invites anyone wishing to address the Board regarding any item, to do so at this time. If you wish to address the Board regarding an item on the agenda, you may do so now, or when the item appears on the agenda – prior to a vote being taken.

To address the Board, please complete a green Comments Card located at the reception area desk, and give it to the Superintendent's Executive Assistant. The President will call upon you during the Hearing Session or at the time the item appears on the agenda, as indicated on your Comments Card. When called upon, please give your name and then make your statement. You will be allowed a maximum of three minutes to address the Board. Individual speakers shall not give their time to another speaker.

- Items by the Governing Board.

- Items by the Superintendent.

**CONSENT AGENDA ITEMS – *Items on the Consent Portion of the agenda are presented for approval by Master Motion. Trustees may designate specific items for discussion and voting.***

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
2. Approval of the Minutes for the November 16, 2004 Regular Meeting of the Governing Board.	Supt.	Action	3-18
3. Expel from the Hemet Unified School District for a calendar year with enrollment at the H.E.L.P. Center, community school, private school or another school district, with enforcement of the expulsion commencing at the beginning of the 2005-2006 school year suspended with enrollment at Diamond Valley Middle School on a Behavior Contract with a Reentry Hearing scheduled in December 2005, the student listed in Pupil Personnel Case #2-2004-2005.	Asst. Supt. Ed. Services	Action	19-20 & Insert
4. Expel from the Hemet Unified School District for the remainder of the first semester of the 2004-2005 school year and the second semester of the 2004-2005 school year with enrollment at the H.E.L. P. Center, community school, private school or another school district, with a review meeting scheduled in January 2005 to consider whether to suspend the enforcement of the expulsion for the second semester of the 2004-2005 school year with enrollment at Hemet High School or Helen Hunt Jackson School on a Behavior Contract with a Reentry Hearing scheduled in June 2005, the student listed in Pupil Personnel Case #9-2004-2005.	Asst. Supt. Ed. Services	Action	21-22 & Insert
5. Expel from the Hemet Unified School District for the remainder of the first semester of the 2004-2005 school year and the second semester of the 2004-2005 school year with enrollment at community school, private school or another school district, with a review meeting scheduled in January 2005 to consider whether to suspend the enforcement of the expulsion for the second semester of the 2004-2005 school year with enrollment at Whittier Elementary School on a Behavior Contract with a Reentry Hearing scheduled in June 2005, the student listed in Pupil Personnel Case #10-2004-2005.	Asst. Supt. Ed. Services	Action	23-24 & Insert

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
6. Expel from the Hemet Unified School District for the remainder of the first semester of the 2004-2005 school year and the second semester of the 2004-2005 school year with enrollment at the H.E.L.P. Center, community school, private school or another school district, with a review meeting scheduled in January 2005 to consider whether to suspend the enforcement of the expulsion for the second semester of the 2004-2005 school year with enrollment at West Valley High School or Alessandro High School on a Behavior Contract with a Reentry Hearing scheduled in June 2005, the student listed in Pupil Personnel Case #11-2004-2005.	Asst. Supt. Ed. Services	Action	25-26 & Insert
7. Expel from the Hemet Unified School District for the remainder of the first semester of the 2004-2005 school year and the second semester of the 2004-2005 school year with enrollment at the H.E.L.P. Center, community school, private school or another school district with a Reentry Hearing scheduled in June 2005, the student listed in Pupil Personnel Case #13-2004-2005.	Asst. Supt. Ed. Services	Action	27-28 & Insert
8. Expel from the Hemet Unified School District for the remainder of the first semester of the 2004-2005 school year with enrollment at the H.E.L.P. Center, community school, private school or another school district, with enforcement of the expulsion for the first semester suspended with enrollment at Hamilton High School or Helen Hunt Jackson School or Home Instruction on a Behavior Contract with a Reentry Hearing scheduled in January 2005, the student listed in Pupil Personnel Case #14-2004-2005.	Asst. Supt. Ed. Services	Action	29-30 & Insert
9. Expel from the Hemet Unified School District for the remainder of the first semester of the 2004-2005 school year and the second semester of the 2004-2005 school year with enrollment at the H.E.L.P. Center, community school, private school or another school district, with a review meeting scheduled in January 2005 to consider whether to suspend the enforcement of the expulsion for the second semester of the 2004-2005 school year with enrollment at West Valley High School on a Behavior Contract with a Reentry Hearing scheduled in June 2005, the student listed in Pupil Personnel Case #16-2004-2005.	Asst. Supt. Ed. Services	Action	31-32 & Insert

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
10. Approval of the Sports Physical Screening Form.	Asst. Supt. Ed. Services	Action	33-35
11. Approval of Hemet High School varsity cheer squad to participate in the 2005 USA High School Spirit Nationals at the Anaheim Convention Center on March 4-6, 2005.	Asst. Supt. Ed. Services	Action	36
12. Approval of Hemet High School DECA to participate in the Inland DECA Career Development District Conference in Buena Park, California on January 9-11, 2005.	Asst. Supt. Ed. Services	Action	37
13. Approval of textbooks for adoption at second and final reading.	Asst. Supt. Ed. Services	Action	38
14. Approve at second and final reading the new course of study.	Asst. Supt. Ed. Services	Action	39-41
15. Approval for the submission of the Application for a Mount San Jacinto Community College Technical Prep Mini-Grant, in the amount of \$1,075.00	Asst. Supt. Ed. Services	Action	42-45
16. Acceptance of the High Priority Schools Grant Program and the Immediate Intervention/Underperforming Schools Program in the amount of \$381,200.00 for Hamilton School and Hemet Elementary School.	Asst. Supt. Ed. Services	Action	46-50
17. Acceptance of the High School 21 <sup>st</sup> Century Community Learning Centers After School Safety and Enrichment for Teens Grant in the amount of \$250,000.00 for West Valley High School.	Asst. Supt. Ed. Services	Action	51-55
18. Approval of the agreement for Independent Contractor Services with Community Intervention, Inc., to be funded from budgeted Safe and Drug Free Schools and Communities funds for the 2004-2005 fiscal year, not to exceed \$9,000.00, per agreement 05-146.	Asst. Supt. Ed. Services	Action	56-57
19. Approval of the agreement for Independent Contractor Services with Alicia Thornton, to be funded from budgeted Safe and Drug Free Schools and Communities funds for the 2004-2005 fiscal year, not to exceed \$1,200.00, per agreement 05-148.	Asst. Supt. Ed. Services	Action	58-59

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
20. Acceptance of donations to the district with letters of appreciation to be sent:  1) \$350.00 from M.S. Mitchell & Associates, Inc. to the Idyllwild School "Field of Dreams" program. 2) \$1,000.00 from Robert McGinty to West Valley High School (\$500.00 each to the Bradshaw Memorial Scholarship Fund and Wilson Memorial Scholarship Fund. 3) A 1997 28 foot Featherlite aluminum livestock trailer valued between \$10,000.00 to \$12,000.00 from J.R. Folkerts to the Hemet High School FFA program.	Asst. Supt. Business	Action	60
21. Approval/Ratification of purchase orders, contracts, direct payments and invoices in the amount of \$2,298,532.36.	Asst. Supt. Business	Action	61-67
22. Approval of the Annual Financial Report as of June 30, 2004, as presented and review of the Building Fund Audit.	Asst. Supt. Business	Action	68-69 & Insert
23. Approval of the First Interim Financial Report as of October 31, 2004 and included budget revisions.	Asst. Supt. Business	Action	70-71 & Insert
24. Approve agreement with _____ to prepare the School Facilities Needs Analysis, not to exceed \$_____.	Asst. Supt. Business	Action	72
25. Authorization to purchase seven relocatable classrooms from Modtech Manufacturing in the amount of \$319,697.00, as a piggyback to the Coachella Unified School District bid as allowed by the Public Contract Code.	Asst. Supt. Business	Action	73
26. Ratification of Change Order No. 4, which represents an increase of \$11,969.00 in this contract, for the bid packages as listed for the Cawston Elementary School project.	Asst. Supt. Business	Action	74-76
27. Approval of the Notices of Completion as listed for Cawston Elementary School project.	Asst. Supt. Business	Action	77-82
28. Ratification of Change Order No. 1 in the amount of \$3,730.85 to Benold Construction Company, Inc. for the renovation of the Hemet High School Theater Restrooms.	Asst. Supt. Business	Action	83-85

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
29. Approval of the Notice of Completion for the Hemet High School Theater Restroom Renovation.	Asst. Supt. Business	Action	86-87
30. Ratification of Change Order No. 1, which represents an increase of \$26,088.00 in this contract, for the 2004 Summer Modernization project.	Asst. Supt. Business	Action	88-89
31. Approval of the Notice of Completion as listed for the 2004 Summer Modernization projects.	Asst. Supt. Business	Action	90-91
32. Approval of proposal from PCH Architects in the amount of \$17,200.00 for the design of two relocatable classrooms at Cottonwood School.	Asst. Supt. Business	Action	92-98
33. Approval of proposal from PCH Architects in the amount of \$8,500.00 for the design of one relocatable classroom at Little Lake Elementary School.	Asst. Supt. Business	Action	99-105
34. Approval of the proposal from PCH Architects in the amount of \$42,000.00 for the design of an addition to the Winchester Elementary School Administration Office.	Asst. Supt. Business	Action	106-111
35. Approval of the addition of the position of Assistant Director, Transportation, approximately \$58,728.00 to \$68,124.00 from the General Fund for the 2004-05 school year, to the Classified Management Salary Schedule and effective December 8, 2004.	Dept. Supt. Personnel	Action	112-113
36. Approval of Classified Personnel Assignment Order No. CL04-10.	Deputy Supt. Personnel	Action	114-115
37. Approval of Certificated Personnel Assignment Order No. CE04-10.	Deputy Supt. Personnel	Action	116-117
38. Adoption of a resolution directing the Superintendent to give notice of reduction in hours to the employees affected due to a decrease in participation.	Deputy. Supt. Personnel	Action	118-119

**ACTION ITEMS**

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
39. None			



## INFORMATION/DISCUSSION/ACTION/REPORTS

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
40. Accept staff report; provide guidance/direction as appropriate regarding the Staff Development Training Information for October/November 2004.	Asst. Supt. Ed. Services	Info./ Action	120- 122
41. Accept staff report, provide guidance/direction as appropriate regarding the Summary and Findings of Local Agency Improvement Fees Annual and Five-Year Report for fiscal year ending June 30, 2004.	Asst. Supt. Business	Info./ Action	123- 125

## ADJOURNMENT

### FUTURE MEETINGS

Regular Meeting of the Governing Board Tuesday, January 4, 2005, 5:30 p.m., Closed Session; 6:30 p.m. Open Session. Meeting to be held at District Administration Offices, 2350 W. Latham Ave., Hemet, CA 92545

Regular Meeting of the Governing Board Tuesday, January 18, 2005, 5:30 p.m., Closed Session; 6:30 p.m. Open Session. Meeting to be held at District Administration Offices, 2350 W. Latham Ave., Hemet, CA 92545.

*In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the office of the District Superintendent at (909) 765-5100 ext. 2420. Notification 36 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.*