

**GOVERNING BOARD
HESPERIA UNIFIED SCHOOL DISTRICT
Agenda
Regular Meeting, August 4, 2008
Hesperia Administration and
Educational Support Center (AESC) Annex**

Reasonable Accommodation for any Individual with a Disability: In compliance with the Americans with Disabilities Act, any individual with a disability who requires reasonable accommodation in order to participate in the public meetings of the district's governing board may request assistance by contacting superintendent's office, (760) 244-4411 x7201.

4:00 P.M. — CALL TO ORDER

- 1. ROLL CALL**
- 2. HEARING FROM THE AUDIENCE**

This is the time and place for the general public to address the School Board on any closed session item. State law prohibits the School Board from addressing any issue not previously included on the Agenda. The School Board may receive testimony and set the matter for a subsequent meeting. Please limit comments to five minutes per individual.

Please see the procedures under item #9.3 below.

- 3. CLOSED SESSION — Pursuant to Government Code Section 54957, the Board may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. The Board will adjourn to Closed Session in the Board Conference Room to discuss the following closed session items:**

1. PUBLIC EMPLOYEE APPOINTMENT
HS Vice Principal, Athletics, Oak Hills HS School Admin Secty, Oak Hills HS
Lead Custodian Custodian
Computer Learning Specialist Proctor
Interim Asst. Supt., Business
2. EMPLOYEE RESIGNATION/RETIREMENT
3. PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE/
REASSIGNMENT/TRANSFER
4. CONFERENCE WITH LABOR NEGOTIATOR
 - a. Agency Negotiator: Karen Kelly
 - b. Employee Organizations: Hesperia Teachers Association
Hesperia CSEA Chapter #684
5. PUPIL PERSONNEL

AGENDA (Con't)

4. **6:00 P.M. - RECONVENE IN OPEN SESSION** — The tentative time to begin Open Session is 6:00 p.m.; however, this could be delayed due to the length of time necessary to discuss issues in Closed Session.
5. **PLEDGE OF ALLEGIANCE**
6. **REPORTING OUT OF CLOSED SESSION ACTION** — At this time the President will report out action taken in Closed Session and the votes of the Board.
7. **APPROVAL OF AGENDA & CONSENT LIST** — a) The Board may pull items from the Consent List (Item 10.6) for discussion and/or action.
b) The Board is asked to approve the Agenda and Consent List as submitted or amended.
8. **APPROVAL OF MINUTES** — These are the minutes of the June 23, 2008 Board/Facilities meeting. **PAGE**
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9. **SPECIAL REPORTS**

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 - 9.1 Superintendent's Report — The Superintendent will report on topics not on the agenda, report on committees, school visitations, recognition or other activities.
 - 9.2 Board Member's Report — Individual Board members may wish to share information about topics not on the agenda, report on committees, school visitations or other activities.
 - 9.3 Hearing from the Audience

This is the time and place for the general public to address the School Board on any matter within the jurisdiction of the Board. State law prohibits the School Board from addressing any issue not previously included on the Agenda. The School Board may receive testimony and set the matter for a subsequent meeting. Please limit comments to five minutes per individual.

The Board respects the right of members of the public to speak to the Board regarding matters on the agenda and other matters within the jurisdiction of the Board. Derogatory comments made at a Board meeting, which are repeated outside the context of a Board meeting, may be actionable as defamation.

In addition, the Board wishes to make clear that it is bound by the limitations set forth in Government Code Section 54957, which states that when specific complaints or charges are to be made against a District employee, such employee has the right to have such complaints heard in closed session and to be given prior notice that such complaints will be heard by the Board. Therefore, members of the public who wish to lodge complaints against District employees are reminded that the Board cannot properly consider such complaints without giving prior notice to the named employee.

AGENDA (Con't)

The Board also would like to remind anyone who wishes to lodge a complaint against a District employee that there is an existing Board adopted Policy in effect specifically for this purpose. This policy contains a comprehensive procedure for reviewing and investigating public complaints, which includes a right of appeal to the Board.

This process provides a much more thorough opportunity for the complainant and the employee to be heard and the merits of the complaint to be properly investigated.

Anyone who wishes to receive a copy of this Policy may contact the Superintendent's office.

Bylaw 9323(c) states that a person wishing to be heard by the Board shall first be recognized by the President and shall then proceed to comment as briefly as the subject permits. Individual speakers shall be allowed five minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. We have now incorporated the use of Speaker's Cards into our procedures for addressing the Board. If you wish to address the Board and have not completed a Speaker's Card, please obtain one from Mrs. Gomez, Recording Secretary.

10. ACTION

- 10.1 APPROVAL OF PERSONNEL REPORT — This deals with employment matters of Certificated, Management and Classified employees. **PAGE 18**
- 10.2 APPROVAL OF PUPIL PERSONNEL REPORT — This is the expulsion of students or students requesting admission to the District. **PAGE 19**
- 10.3 DISCUSSION/ACTION – REVOCATION OF OASIS CHARTER ACADEMY CHARTER SCHOOL — E.C. 47607(e) requires the Board to make a decision within 30 days of the public hearing. The Board approved an additional 30 day extension on the revocation process. **PAGE 20**
- 10.4 APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP) — This is to approve a Provisional Internship Permit (PIP) for Austin Finch for the period July 1, 2008 through June 30, 2009 to work as an Intro Physical Science Teacher, Grades 9-12 at Mojave High School. **PAGE 21**

AGENDA (Con't)

*Hesperia Unified School District Acting as the Legislative Body
Of Community Facilities District Nos. 2004-1, 2006-2, 2006-3 and 2006-5*

- 10.5 ADOPTION OF RESOLUTION REGARDING SPECIAL TAX LEVY FOR COMMUNITY FACILITIES DISTRICT NOS. 2004-1 EMPIRE HOMES, 2006-2 CENTURY VILLAGE, 2006-3 PROVIDENCE RESIDENTIAL GROUP & 2006-5 DR HORTON FOR FISCAL YEAR 2008/09 — This is to adopt Resolution No. 2008/09-22 Resolution of the Board of Trustees of the Hesperia Unified School District, Acting as the Legislative Body of Community Facilities District Nos. 2004-1, 2006-2, 2006-3 and 2006-5, Establishing Budgets for Fiscal Year 2008-09; Directing the Levy of the Special Tax and Taking Related Actions in accordance with the recommendation of the School District's Special Tax Consultant, Dolinka Group, Inc. **PAGE 23**
- 10.6 CONSENT LIST — It is recommended that the Board of Trustees consider approving a number of Agenda items as a Consent list. Consent items are routine in nature, and can be enacted in one motion without further discussion. **PAGE 57**
- 10.6.1 Approval of Warrant Register Report No. 08/09-2 — These are various routine warrants that have been requested to pay for purchase orders and various expenditures. The Board is requested to approve batches 0001 through 0234. **PAGE 58**
- 10.6.2 Approval of Master Conference List for 2008/09 — This is a master listing of various conferences and workshops that employees have asked to attend throughout the year. **PAGE 158**
- 10.6.3 First Reading and Adoption of Revised Board Policy 3310 and Proposed Administrative Regulation 3310 – Business & Non-Instructional Operations; Expenditures & Purchases & Delete Existing Board Policy & Administrative Regulation 3300 Expenditures/Expending Authority — This is to adopt Revised BP 3310 & Proposed AR 3310 – Expenditures & Purchases & Delete existing BP/AR 3300 Expenditures/Expending Authority. **PAGE 163**
- 10.6.4 First Reading and Adoption of Revised Board Policy 3311 and Administrative Regulation 3311 – Business & Non-Instructional Operations; Bids — This is to adopt Revised BP and AR 3311 Bids. **PAGE 172**
- 10.6.5 First Reading and Adoption of Revised Board Policy 3312 and Proposed Administrative Regulation 3312 – Business & Non-Instructional Operations; Contracts — This is to adopt Revised BP 3312 and Proposed AR 3312 Contracts. **PAGE 188**

AGENDA (Con't)

- 10.6.6 Approval of Resolution No. 2008/09-20 – Resolution to Piggyback on the CMAS (California Multiple Award Schedule) Bids/Contracts of Other Public Entities — Approval of the Resolution provides authorization for the District to participate (piggyback) on the legal bids/contracts of other school district, JPA's, state, counties and cities pursuant to Education Code 35161. **PAGE 195**
- 10.6.7 Approval of Resolution No. 2008/09-21 – Resolution to Piggyback Bids/Contracts of Other Public Entities — Approval of this Resolution provides authorization for the District to participate (piggyback) on the legal bids/contracts of other school district, JPAs, state, counties and cities pursuant to Education Code 35161. **PAGE 198**
- 10.6.8 Renewal of San Bernardino County School Boards Association Membership Dues for 2008-09 — This is to approve the renewal of membership dues for 2008-09 in the amount of \$100.00. **PAGE 202**
- 10.6.9 Renewal of SANDABS Membership Dues for 2008/09 — This is to approve the renewal of membership dues for 2008/09 in the amount of \$2,000.00. **PAGE 205**
- 10.6.10 Approval of Interdistrict Attendance Agreement between the Silver Valley Unified School District and the Hesperia Unified School District — Acceptance of this agreement will allow students to attend either school district with no tuition beginning July 1, 2008 and continuing for a term of 5 consecutive school years, ending June 30, 2013. **PAGE 208**
- 10.6.11 Surplus Property — This is to declare as surplus certain items of District property with an estimated value under \$2,500. The Board is also asked to authorize Carmen Becker, Dick Gary and/or Dennis Ebert to dispose of said items in an appropriate manner in accordance with E.C. 17545-17555. **PAGE 210**
- 10.6.12 Approval of Administrative Hearing Panel for 2008/09 — This is to approve administrators to the Administrative Hearing Panel for 2008/09 school year. **PAGE 213**
- 10.6.13 Approval of Revised 2008/09 Classified Management Salary Schedule — This is to approve three (3) revisions to the 2008/09 Classified Management Salary Schedule which was originally approved on July 14, 2008. **PAGE 217**

AGENDA (Con't)

- 10.6.14 Approval of Non-Audit Services with Vavrinek, Trine, Day & Co. — This is to approve the letter of engagement for non-auditing services with Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants, beginning July 1, 2008 and ending June 30, 2009. **PAGE 222**
- 10.6.15 Approval of County Signature Listing Changes — This is to approve the filing of County Form 2 (Board Delegation-Authorized Agent Status for Laura Carevic) and County Form 4 (Board Delegation-Termination Thereof for George Landon). **PAGE 227**
- 10.6.16 Acceptance of Assets and Dissolution Decision of the Hesperia Institute for ExCEL — The Board is being asked to accept any and all assets remaining (after payment of all debts and liabilities) from the Hesperia Institute for ExCEL which was dissolved on April 21, 2008. **PAGE 231**
- 10.6.17 Approval to Establish a Fund 08 – Additional Charter School Fund for LaVerne Elementary Preparatory Academy Charter School — This is to approve the opening of a Fund 08 for LaVerne Elementary Preparatory Academy Charter School funds. **PAGE 236**
- 10.6.18 Approval of Modification of Gallagher Land Purchase Agreement Exchanging APN #0405-371-67 for APN #0405-371-70 — The Board is being asked to approve the modification of the Gallagher Land Purchase Agreement exchanging APN #0405-371-67 for APN #0405-371-70. All other terms and conditions of the Purchase Agreement to remain the same as acted upon on June 23, 2008. **PAGE 239**

END OF CONSENT LIST

11. **INFORMATION ITEMS** **PAGE 240**
- 11.1 First Reading of Revised Administrative Regulation & Exhibit 1312.4 – Community Relations; Williams Uniform Complaint Procedures — This Regulation and Exhibit have been revised to reflect changes to the new law. **PAGE 241**
- 11.2 First Reading of Revised Board Policy 3314 and Revised Administrative Regulation 3314 – Business & Non-Instructional Operations; Payment for Goods & Services — This has been revised to reflect changes in the law. **PAGE 261**
- 11.3 First Reading and Adoption of Revised Board Policy 3350 and Revised Administrative Regulation 3350 – Business & Non-Instructional Operations; Travel Expenses — This has been revised to reflect changes in the law. **PAGE 266**

AGENDA (Con't)

- 11.4 First Reading and Adoption of Revised Board Policy 3400 and Revised Administrative Regulation 3400 – Business & Non-Instructional Operations; Management of District Assets/Accounts — This has been revised to reflect changes in the law. **PAGE 271**
- 11.5 First Reading of Revised Administrative Regulation 3440 – Business & Non-Instructional Operations; Inventories — This has been revised to reflect changes in the law.
PAGE 279
- 11.6 First Reading of Revised Administrative Regulation 3451 – Business & Non-Instructional Operations; Petty Cash Funds — This has been revised to reflect changes in the law.
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- 11.7 First Reading of Proposed Board Policy 3600 – Business & Non-Instructional Operations; Consultants — This is a proposed policy. **PAGE 284**
12. **ITEMS FOR FUTURE BOARD MEETINGS** — Board members may request items to be placed on future Board meetings for a report or information. **PAGE 286**
13. **NEXT MEETING DATE** — August 18, 2008 (Board/Facilities Meeting) @ Hesperia Administration & Educational Support Center (AESC Annex), 15576 Main Street, Hesperia.
14. **CLOSED SESSION** — (IF NECESSARY) - Pursuant to Government Code Section 54957, the Board may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities.
15. **RECONVENE IN OPEN SESSION**
16. **REPORTING OUT OF CLOSED SESSION ACTION**
17. **ADJOURNMENT**

DATE POSTED: July 31, 2008