



**Sequoia Union Board of Trustees  
Notice of a Regular Board Meeting  
August 13 , 2020 at 6:00 p.m.**

Due to current health recommendations this meeting will occur online. Access to the open session meeting will be available through the following options:

**Web:** <https://global.gotomeeting.com/join/935398941>

**Phone:** (872) 240-3412, Access Code: 935-398-941

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District office located at 23958 Ave. 324, Lemon Cove, California during normal business hours and on the website at <https://www.sequoiaunion.org/>

**1. CALL TO ORDER**

**2. FLAG SALUTE**

**3. APPROVE AGENDA**

**4. COMMENTS FROM THE PUBLIC**

Board Policy #9323 allows each individual speaker three minutes for public comment. See [special notice for public comment submission](#) procedure during Stay at Home Order for details on submission of comments to <https://bit.ly/SUpubliccomment> to submit comments one hour prior to the scheduled meeting opening.

**5. REPORTS & DISCUSSION**

- 5.1. [Superintendent's Report \(submitted by Ken Horn\)](#)
- 5.2. Business Department Report (submitted by Diana Hernandez)
- 5.3. [Update on the First Day of School and Distance Learning](#)
- 5.4. [Update on the Learning and Continuity Plan](#)
- 5.5. [Update on the Charter Renewal](#)
- 5.6. [Status of Waivers](#)
- 5.7. [Plan for Students with Exceptional Needs](#)

(CONTINUED ON NEXT PAGE)



**6. CONSENT ACTION ITEMS**

- 6.1 [Approval of the Regular Meeting Minutes for the July 27th Special Board Meeting](#)

**7. OTHER ACTION ITEM**

- 7.1. [Approve the Consolidated Application for the 2020-21 School Year](#)
- 7.2. [Classified Layoff of Positions](#)
- 7.3. [Purchase of 16 new laptops for Teachers](#)
- 7.4. [Purchase of additional 30 T-Mobile WiFi hotspots for students with no wifi at home](#)
- 7.5. [T.C.O.E. Psychological Services Agency Agreement](#)
- 7.6. [Interdistrict Transfers](#)

**8. ORGANIZATIONAL BUSINESS**

- 8.1. Consideration of Agenda Items the Board Wishes to Discuss in Future Meetings (N. Ray)

**9. Closed Session**

- 9.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
TITLE: SUPERINTENDENT  
(Government Code section 54954.9)

**10. ADJOURNMENT**



# SEQUOIA UNION | ELEMENTARY SCHOOL

**Mr. Ken Horn**  
**Superintendent/Principal**

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 5.1: Superintendent's Report

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



# SEQUOIA UNION ELEMENTARY

Superintendent's Report  
August 13, 2020

---

I have been working closely with all of our Teachers in creating professional development that would be timely and beneficial for the launch of Distance Learning. I have been working closely with all staff to be able to design plans together for the pushing out of student information, curriculum, and technology prior to the first day of school.

I attended two Tulare County Superintendent Zoom meetings since our last Special Board Meeting. Superintendent Tim Hire shared with us that in order for waivers to be granted for a District to bring back small groups of students on campus, or to reopen in a hybrid model for K-5, the county that the district is located in has to have a positive test count for the last 30 days of 200 or less for every 100,000 of population. Currently, Tulare County has 594 positive cases over the last 30 days for every 100,000 of population. So, we are not close to being eligible for a waiver. I will continue to monitor the testing data and apply for waivers as we get closer as a County to being eligible.

I am monitoring the hot spot situation and it seems that we are most likely going to have to up or order of hot spots in order to ensure that all of our students have enough. I will keep the Board informed.

We continue to have connectivity issues with wifi on campus, even after having spent \$36,000 with AMS.Net to fix this issue. I am reaching out to them to see what our next steps are to making sure that we can have a robust wifi system on campus.

I will be posting links on our website to invite parents to join our August 18<sup>th</sup> Learning Continuity and Attendance Plan stakeholder meeting via Zoom at 6 pm.

We will be forming an English Learner Action Committee this year and we will ask them for their input on the Learning Continuity and Attendance Plan at their stakeholder meeting via Zoom at 6 pm on August 20<sup>th</sup>.

We will be holding a Public Hearing on the Learning Continuity and Attendance Plan at our next Board Meeting, on September 10<sup>th</sup>.



# SEQUOIA UNION ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 5.3: Update on the First Day of School and Distance Learning

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



**SEQUOIA UNION | ELEMENTARY SCHOOL**

Start of the School Year - Distance Learning – August 7, 2020

## Start of the School Year - Distance Learning – August 7, 2020



- August 3<sup>rd</sup> – Certificated Staff Welcomed Back with breakfast pastry on the patio
- Professional Development –
- COVID-19 Training – Module 1
- Teacher Websites
- Screencastify
- Learning Continuity and Attendance Plan – Excel Spreadsheet
- CLEVER – Reading Wonders – Digital Curriculum

## Start of the School Year - Distance Learning – August 7, 2020



- August 4th –
- Professional Development –
- iReady (Curriculum and Associates) Reading and Math digital curriculum pilot training
- Teacher afternoon work session – building websites – creating Google Classrooms – getting Back to School Night Zoom meetings setup – building digital lesson plans – Getting curriculum and manipulatives ready for packets

## Start of the School Year - Distance Learning – August 7, 2020



### ○ August 5th:

- Classified Staff and Certificated Staff Welcome Back breakfast on the patio
- Classified Staff – COVID-19 – Module 1 training in the gym
- Classified Staff – push in with Certificated staff to help complete curriculum packets; make copies; help with phone calls; push packets and curriculum boxes to the gym staging area

## Start of the School Year - Distance Learning – August 7, 2020



### August 6<sup>th</sup>

- Classified Staff and Certificated Staff operate the parent drive through area for student information pick up from 9 am to 3 pm.
- K-2 parents pick up curriculum packet
- 3<sup>rd</sup>-8<sup>th</sup> parents pick up curriculum packet, chromebook; and if needed – a hot spot
- 5:45 pm – Back to School Night begins with Sequoia Union Administration on Zoom
- 6:00 pm – Back to School Night Teacher Break-out Session 1 on Zoom
- 6:30 pm – Back to School Night Teacher Break-out Session 2 on Zoom

## Start of the School Year - Distance Learning – August 7, 2020



### August 7<sup>th</sup>

- The first day of Distance Learning
- 6<sup>th</sup>-8<sup>th</sup> Grade LIVE with Zoom meetings; Google Classroom; ELA; Math; History; Science
- 3<sup>rd</sup> Grade 10 am Zoom meeting
- K-5 finalized orientation meeting schedule and called home to ensure students had information packets
- Administration chased down issues with Chromebook charges



## Start of the School Year - Distance Learning – August 7, 2020

- **August 10<sup>th</sup> -14<sup>th</sup>**
- Distance Learning continues for 6<sup>th</sup>-8<sup>th</sup>
- One-on-One Orientation begins for K-5 for meetings with the teacher, the student, and a parent to go over the expectations for Distance Learning; for the teacher and the student to meet face-to-face; to show how to access the curriculum through CLEVER; to answer parents questions about ZOOM meetings; and to check out technology to the parents
- All COVID-19 safety precautions taken, including the requirement of pre-screening questionnaire of parents; temperature checks of students; mask required and provided; and sanitization protocols followed between meetings.
- **August 12<sup>th</sup>** – Professional Development on the Learning and Continuity Attendance Plan Excel Spreadsheet implementation

Start of the School Year - Distance Learning – August 7, 2020



OOQ'S



# SEQUOIA UNION | ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 5.4: Update on the Learning and Continuity Plan

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



## Learning Continuity and Attendance Plan (2020-21)

The instructions for completing the Learning Continuity and Attendance Plan follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Sequoia Union Elementary School District	Ken Horn Superintendent/Principal	kenhorn@sequoiaunion.org (559) 564-2106

### General Information

A description of the LEA, its schools, and its students.

### Stakeholder Engagement

A description of the efforts made to solicit stakeholder feedback including efforts to reach students, families, educators, and other stakeholders who do not have internet or speak languages other than English, and a description of the overall stakeholder process and how the stakeholder engagement was considered before finalizing the Learning Continuity Plan.

A summary of the feedback provided by specific stakeholder groups.

A description of the aspects of the Learning Continuity and Attendance Plan that were influenced by specific stakeholder input.

A description of the options provided for remote participation in public hearings.

## Continuity of Learning

### In-Person Instructional Offerings

A description of the actions the LEA will take to offer classroom-based instruction whenever possible, with an emphasis on students who have experienced significant learning loss due to school closures in the 2019–2020 school year or are at a greater risk of experiencing learning loss due to future school closures.

#### Actions Related to In-Person Instructional Offerings [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
[A description of what the action is; may include a description of how the action contributes to increasing or improving services]		

## Distance Learning Program

### Continuity of Instruction

A description of how the LEA will provide continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery, including the LEA's plan for curriculum and instructional resources that will ensure instructional continuity for pupils if a transition between in-person instruction and distance learning is necessary.

### Access to Devices and Connectivity

A description of how the LEA will ensure access to devices and connectivity for all pupils to support distance learning.

### Pupil Participation and Progress

A description of how the LEA will assess pupil progress through live contacts and synchronous instructional minutes, and a description of how the LEA will measure participation and time value of pupil work.

### **Distance Learning Professional Development**

A description of the professional development and resources that will be provided to staff to support the distance learning program, including technological support.

### **Staff Roles and Responsibilities**

A description of the new roles and responsibilities of affected staff as a result of COVID-19.

### **Supports for Pupils with Unique Needs**

A description of the additional supports the LEA will provide during distance learning to assist pupils with unique needs, including English learners, pupils with exceptional needs served across the full continuum of placements, pupils in foster care, and pupils who are experiencing homelessness.

### **Actions related to the Distance Learning Program [additional rows and actions may be added as necessary]**

Description	Total Funds	Contributing
[A description of what the action is; may include a description of how the action contributes to increasing or improving services]		

## **Pupil Learning Loss**

A description of how the LEA will address pupil learning loss that results from COVID-19 during the 2019–20 and 2020–21 school years, including how the LEA will assess pupils to measure learning status, particularly in the areas of English language arts, English language development, and mathematics.

### **Pupil Learning Loss Strategies**

A description of the actions and strategies the LEA will use to address learning loss and accelerated learning progress for pupils, as needed, including how these strategies differ for pupils who are English learners; low-income; foster youth, or are in foster care; pupils with exceptional needs; and pupils experiencing homelessness.

### **Effectiveness of Implemented Pupil Learning Loss Strategies**

A description of how the effectiveness of the services or supports provided to address learning loss will be measured.

### **Actions to Address Pupil Learning Loss [additional rows and actions may be added as necessary]**

Description	Total Funds	Contributing
[A description of what the action is; may include a description of how the action contributes to increasing or improving services]		

### **Mental Health and Social and Emotional Well-Being**

A description of how the LEA will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including any professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.

### **Pupil Engagement and Outreach**

A description of pupil engagement and outreach, including the procedures for tiered reengagement strategies for pupils who are absent from distance learning and how the LEA will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements or if the LEA determines the pupil is not is not engaging in instruction and is at risk of learning loss.

### **School Nutrition**

A description of how the LEA will provide meals for pupils who are eligible for free or reduced-price meals for pupils participating in both in-person instruction and distance learning, as applicable.

**Additional Actions to Implement the Learning Continuity Plan [additional rows and actions may be added as necessary]**

Description	Total Funds	Contributing
[A description of what the action is; may include a description of how the action contributes to increasing or improving services]		

**Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students**

Percentage to Increase or Improve Services	Increased Apportionment based on the Enrollment of Foster Youth, English Learners, and Low-Income students
%	
Federal Funds Used to Backfill Reductions to the Local Control Funding Formula	

The Budgeted Expenditures for Actions identified as Contributing may be found in the Increased or Improved Services Expenditures Table.

**Required Descriptions**

For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.

A description of how the LEA utilized any federal funds provided to backfill reductions to the local control funding formula on a dollar-for-dollar basis generated on the basis of the number and concentration of unduplicated pupils.



# SEQUOIA UNION | ELEMENTARY SCHOOL

**Mr. Ken Horn**  
**Superintendent/Principal**

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 5.5: Update on the Charter Renewal

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



# SEQUOIA UNION ELEMENTARY

## Charter Renewal - Update Report August 13, 2020

---

I have worked over the last few months with Ryan Tung from the Lozano Smith Law Firm. We both dug into old Board Meeting documents and this is the summary of the research done and the history of the creation of the Charter School for Sequoia Union. After a wide review of the history of the petition, we believe that the District's charter school is a "dependent" charter school. Recall that a dependent charter school is authorized by the District Board, meaning that the District Board can authorize a renewal petition. On the other hand, an "all-charter" district renewal requires joint approval from the State Board of Education and the Superintendent of Public Instruction. While we found confusion within the District's agenda and minutes, those minutes helped us pinpoint material from the State Board of Education that makes clear that this is a dependent charter school. **This is good news for our renewal petition**, as it means the District's Board can approve the renewal petition (and we do not need to seek joint approval from the State Board of Education/Superintendent of Public instruction).

### Summary of Research.

- The minutes from meetings immediately prior to the Board adoption of the Petition showed that the Board contemplated both a dependent charter school, and an "all-charter" district option.
  - December 10, 2015: <https://1.cdn.edl.io/E2gBOT7oCXLeA6qrfN47FEelxSGN43HO0XOcJIMnVTcEEExOg.pdf>
  - February 11, 2016: <https://1.cdn.edl.io/XnDjlxexu2esPoWXblQFHWEIlgYGXjzBGYIOYjQ3anEbARowh.pdf>
- On April 14, 2016, the Board voted to approve the petition, but included language about *submission* to the State Board of Education:
  - "Voted to approve the Charter School Petition to be submitted to the State Department of Education." <https://1.cdn.edl.io/vBd59zbcVRUJteYISenWI7MDEjLSBVq0aCkZhP7M1oJcfxij.pdf>

- While the approval by the Board could reflect that this was intended to be a dependent charter school, the language discussing submission to the State Department of Education makes it less clear and could hint that this was adopted as an all-charter petition. At this point, it is unclear whether the petition was being submitted to the State Board of Education for approval of an All-charter district, or simply to receive a charter number.
- On September 8, 2016, Superintendent Powell informed the Board that “tomorrow our petition will be submitted for approval as a consent agenda item.” <https://1.cdn.edl.io/5EtY8YMJvPJIM6CBcUzWmnEYVqzJaxObyT95cl2ym1kQ6xid.pdf>
- On September 9, 2016, the State Board had a charter matter on its calendar for the “Approval of the Charter School Numbers Assigned to Newly Established Charter Schools.” <https://www.cde.ca.gov/be/ag/ag/yr16/agenda201609.asp>.
  - When any charter school is approved, it is issued a charter number by the SBE. As the California Department of Education explains: California *Education Code (EC)* Section 47602 requires the SBE to assign a number to a charter school that has been approved by a local entity in the chronological order in which it was received. Each number assigned shall correspond to a single petition that identifies a charter school that will operate within the geographic and site limitations of this part.
  - At this meeting, the District’s charter school received its charter number.
- The attachment to the September 9, 2016 specifically lists the **District** as the authorizer of the charter school. (Attached.)

Number	Term	Charter Name	County	Authorizing Entity	Classroom-Based/ Nonclassroom-Based
1828	7/1/2016– 6/30/2021	Pathways Academy Charter School- Adult Education	Los Angeles	Acton-Agua Dulce Unified School District	Nonclassroom- Based

Number	Term	Charter Name	County	Authorizing Entity	Classroom-Based/ Nonclassroom- Based
1829	7/1/2016– 6/30/2021	Sequoia Union Elementary Charter School	Tulare	Sequoia Union Elementary School District	Classroom-Based
1830	7/1/2016– 6/30/2017	Pivot Charter School Riverside II	Riverside	Nuview Union School District	Nonclassroom- Based

- In summary, it appears that when the Board and Superintendent Powell discussed the submission of the Petition to the SBE for approval, they did not mean that they were submitting the petition for “approval,” but rather meant that they were submitting the petition to the SBE in order to receive a charter school number. This number was provided to the District on the SBE’s consent agenda on September 9, 2016.



# SEQUOIA UNION ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 5.6: Status of Waivers

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



# SEQUOIA UNION ELEMENTARY

## Status of Waivers in Tulare County August 13, 2020

---

At our previous Board Meeting, the Board passed a motion to authorize me to pursue State Waivers to reopen schools with students on campus when they became available. This past week, those waivers became available. However, at the weekly Tulare County Superintendent's Zoom Meeting, County Superintendent of Schools, Tim Hire told us that the State has mandates that must be met before a County Department of Public Health can approve the waivers. The mandates state that in order for a waiver to be granted, the District seeking the waiver must be located in a County that has experienced 200 or less positive testing cases of COVID-19 over the past 30 days per 100,000 of population. Superintendent Hire shared with us that currently, Tulare County's numbers of positive COVID-19 cases in the last 30 days is at 594 per 100,000 of population. So, we are over double what will be allowed in order to have any waivers approved.

So, what does this mean to Sequoia Union? Well, it means that we can't file our waiver to bring back K-5 students to campus in a morning/afternoon session split; It means we can't bring back our Students of Exceptional Needs back on campus for the services that they need; it means that we can't allow the students of our own employees to be on campus while their parents are working for us on campus; it means that we cannot provide a day camp for our parents who are essential workers and have no childcare for their children. Many larger District's in Tulare County have the H.E.A.R.T. program, but we don't have an M.O.U. with the H.E.A.R.T. program. The H.E.A.R.T. program is accepting the liability exposure running the Day Camps. Our District doesn't qualify for an ASES grant and we fund our own After School program with general fund monies and parent pay as you go monies. So, in order to provide a day camp during the Distance Learning program, we would have to have a waiver. We can't qualify for one at this time. We also would be totally exposed for liability in a day camp situation as our carriers have told us we have no coverage for COVID-19 and any liability claims would have to be paid out of the general fund.



# SEQUOIA UNION | ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 5.7: Plan for Students with Exceptional Needs

---

*Small School, Big Heart*

23958 AVE 324/P.O. Box 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106

## **Sequoia Union Special Education Update**

Submitted by:

Jennifer Reimer, Administrator, Mild/Moderate Program, TCOE

August 10, 2020

In the wake of the COVID-19 crisis, school districts are taking all necessary precautions not to spread the virus. Schools throughout Tulare County remain closed effective July 17<sup>th</sup>, based off of Governor Newsom's school closure mandate until further notice, which is dependent on a rapidly developing and changing situation.

School closure is concerning, especially for students with exceptional needs, and the Special Services Department wants to provide assurance that we have students' education and safety at the forefront of all decisions being made and actions being taken.

In addition to the educational opportunities available to all students, support and services will continue to be provided to special education students based on their individual needs, accessibility, and current IEP.

This support may include one or more of the following, depending on the needs of the individual student:

- Virtual small-group and/or 1:1 lessons
- Asynchronous lessons posted online for students to work on independently
- Personalized learning tools such as manipulatives or packets
- Check-ins with parents and students
- Support within the general education setting via virtual breakout rooms

Per state mandate, IEP services must be implemented to the greatest extent possible in light of emergency situations such as the current pandemic. The goal of the Special Services Department is to implement IEPs as written, in a virtual manner until students are able to safely return to school in person. IEP services are anticipated to be delivered with the same frequency and duration as outlined in the IEP. This includes all services on a student's current IEP, such as specialized academic instruction, speech therapy, or adapted physical education.

In addition, the recently-signed SB 98 requires that distance learning plans be developed for each student, indicating the means by which services will be implemented in the event of an emergency, as districts must ensure that the IEP can be delivered within a distance learning environment. These plans are being written and distributed for each student who has an IEP.



# SEQUOIA UNION | ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 6.1: Approval of the Regular Meeting Minutes for the July 27<sup>th</sup>  
Board Meeting

---

*Small School, Big Heart*

23958 AVE 324/P.O. Box 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



## Board of Trustees Regular Meeting Minutes July 27, 2020

The Board of Trustees of the Sequoia Union School District held a virtual meeting on July 15, 2020. The meeting was accessible to the public online (<https://global/gotomeeting.com/join/935398941>) and also available by phone ((872) 240-3412. Access Code: 935-398-941.

### Members Present

Anna Eynaud, James McNulty, Lane Anderson (Caller 01), Nicole Ray, Brad Ward

### Members Absent

None

### Visitors Present

Diana Hernandez, Ken Horn, Cottas, Kellie Zerlang, Janette Kausen, Caller 02, Caller 03, Caller 04, Caller 05, Caller 06, Susan Stewart, Janene Keller, Nicole Frazier, Stephanie Amaral, Diann, Susan Emerson, Kellie Ritchie, Heather Blevins, Joey Howell

### 1. Call to Order

President of the Board, Nicole Ray called the meeting to order at 6:03 p.m.

### 2. Flag Salute

Superintendent Ken Horn led in the flag salute

### 3. Agenda Approval

On the motion of Anna Eynaud, seconded by Lane Anderson the Board voted to approve the agenda as written.

### 4. Comments from the Public

No comments were submitted in the Board Link. Will allow public comments during the meeting allowing a 3-minute window per comment.

### 5. Reports and Discussion

#### 5.1 Update on State Guidelines for reopening schools

- Superintendent Horn reviewed the guidelines from Governor Newsom which included the following: Tulare County on the monitoring list not allowing schools to re-open as planned, presented information that a State waiver will be available for schools to apply to reopen, mask requirements (staff, visitors, students), physical distancing (as practicable) student – teacher and student-student.

#### 5.2 Update on Sequoia Union plan for reopening school in distance learning

- Superintendent Ken Horn presented a PowerPoint that entailed how we are preparing for distance learning and included: Certificated Staff to begin putting together paper packets for students, Daily live interactions for students to be conducted via zoom or google classroom, Number of minutes that are required per grade level, student absences and a tiered re-engagement for students absent more than three days, professional development dates, assigned pick-up for packets back to school via zoom.
- Discussion regarding teacher/student engagement and legalities

#### 5.3 Learning Continuity and Attendance Plan

- Superintendent Ken Horn reviewed the requirements for the Learning Continuity and Attendance Plan that entailed the



## 6. Consent Action Items

- need for stakeholder and teachers feedback/engagement and a thorough explanation of our Distance learning model
- 6.1 Approval of the Regular Board Meeting Minutes for July 15, 2020
    - Board President Nicole Ray, amendment was made to visitors' name corrected to Linda Marks not Linda Mars

On the motion of Lane Anderson, seconded by Brad Ward the Board motions to approve the Board Meeting Minutes for July 15, 2020.

## 7. Other Action Items

### 7.1 COVID 19 Mitigation Plan and Resolution

- Superintendent Ken Horn presented an overview of the detailed mitigation plan that included screening requirements, sign in symptoms, active screenings: bus/home for students, staff, vendors, plans, isolation, partial/total closure as deemed necessary.
- Discussion regarding clarifying symptom factors
- Board President, Nicole Ray read the COVID 19 Mitigation Plan and Resolution provided by Lozano Smith in its entirety during the Board Meeting.
- Discussion regarding Superintendent Ken Horns' ability to make decision to purchase over the allotted \$5,000k
- Resolution to add to the COVID 19 Mitigation Plan and Resolution- G) Approval to spend beyond District's spending cap of \$5,000.00 with approval from Board President.

On the motion of Lane Anderson, seconded by Anna Eynaud the Board motions to accept COVID 19 Mitigation Plan and Resolution with inclusion of the financial statement.

### 7.2 Reopening of Schools State Waiver

- Superintendent Ken Horn provides information regarding the State waiver which allows schools to reopen. At this time the rubric or guidelines have not yet been provided in detail. Mr. Horn requests approval to apply for the State Waiver.
- Discussion is held regarding the ability to apply for multiple waivers or just one.

On the motion of Lane Anderson, seconded by Anna Eynaud the Board motions to authorize the Superintendent/Principal to apply for Distance Learning waiver in the best interest of all students.

### 7.3 T-Mobile EmpowerED Program

- Superintendent Ken Horn presents on the need for Hot Spots for Sequoia Union Students and requests to purchase the Hot Spot for a total cost of \$18,000.00
- Discussion regarding the current Verizon account, renewal of hotspots, need of total hotspots should we see declining enrollment. Mr. Horn advised that various students with internet services would also benefit from using hotspots as it increased the speed alongside their current service.
- Discussion regarding use of COVID funds to cover the hotspot expenditures. Mr. Horn advised that COVID funds



would substantiate the need for expense under Title I socio economic.

On the motion of Anna Eynaud, seconded by Brad Ward the Board motions approve the TMobile EmpowerED Program hotspots.

## 7.4 Interdistrict Transfers

On the motion of Anna Eynaud, seconded by Lane Anderson the Board motion approve one transfer in and one transfer out.

## 8. Organizational Business

### 8.1 Consideration of Agenda Items the Board Wishes to Discuss in Future Meetings (N. Ray)

- Visitor Janette Kausen: requests consideration for homeschooling for essential worker families that take their children to work with them, including the option of independent studies
- Board President Nicole Ray requests the verbiage of independent studies. Discussion trailed to clarify the need for independent studies with working families.
- Board Member Anna Eynaud requests clarification on need for independents studies.

## 9.1 Closed Session

9.1 On the motion of Lane Anderson, seconded by Brad Ward the Board moves into closed session.



# SEQUOIA UNION | ELEMENTARY SCHOOL

**Mr. Ken Horn**  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020

**TOPIC:** 7.1: Approve the Consolidated Application for funding for the 2020-21 School Year

---

*Small School, Big Heart*

23958 AVE 324/P.O. Box 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106

## 2020-21 Application for Funding

### CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), 916-319-0297

### Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	08/13/2020
---	------------

### District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

DELAC representative's full name (non-LEA employee)	
DELAC review date	
Meeting minutes web address Please enter the web address of DELAC review meeting minutes (format <a href="http://SomeWebsiteName.xxx">http://SomeWebsiteName.xxx</a> ). If a web address is not available, then the LEA must keep the minutes on file which indicate that the application was reviewed by the committee.	
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	DELAC review is not applicable

### Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

<b>Title I, Part A (Basic Grant)</b> ESSA Sec. 1111 et seq. SACS 3010	Yes
<b>Title II, Part A (Supporting Effective Instruction)</b> ESEA Sec. 2104 SACS 4035	Yes
<b>Title III English Learner</b> ESEA Sec. 3102 SACS 4203	Yes
<b>Title III Immigrant</b> ESEA Sec. 3102 SACS 4201	No

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**2020-21 Application for Funding**

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), 916-319-0297

<p><b>Title IV, Part A (Student and School Support)</b>                  ESSA Sec. 4101                  SACS 4127</p>	<p>Yes</p>
<p><b>Title V, Part B Subpart 1 Small, Rural School Achievement Grant</b>                  ESSA Sec. 5211 SACS 5810</p>	<p>No</p>
<p><b>Title V, Part B Subpart 1 Alternative Uses of Funds Authority Participation</b></p>	<p>No</p>
<p><b>Title V, Part B Subpart 2 Rural and Low-Income Grant</b>                  ESSA Sec. 5221 SACS 4126</p>	<p>Yes</p>

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



# SEQUOIA UNION | ELEMENTARY SCHOOL

**Mr. Ken Horn**  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 7.2: Classified layoff of positions

---

*Small School, Big Heart*

23958 AVE 324/P.O. Box 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106

BEFORE THE BOARD OF TRUSTEES  
OF SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT  
TULARE COUNTY

In the Matter of the ) RESOLUTION 2021003  
Reduction of Classified School Services )  
for the 2020-2021 School Year )  
\_\_\_\_\_ )

WHEREAS, Education Code sections 45101, 45114, 45117, 45298 and 45308 authorize the District to layoff or reduce classified employees for lack of work and/or lack of funds upon sixty (60) days prior notice; and

WHEREAS due to a lack of work and/or a lack of funds, certain services now being provided by the district must be reduced for the upcoming school year;

NOW, THEREFORE, BE IT RESOLVED that effective October 13, 2020, the following positions be laid-off:

- 1 - Instructional Aide position 6.5 hours a day, 5 days a week / 1 FTE
- 1 - Office Aide position, 4 hours a day, 5 day a week / .5 FTE
- 1 - After School Coordinator position, 4 hours a day, 5 days a week / .5 FTE

BE IT FURTHER RESOLVED that the District Superintendent/Principal or designee is authorized and directed to give notice of reduction of services to the affected employee(s) of this District pursuant to District rules and regulations and applicable provisions of the Education Code not later than sixty (60) days prior to the effective date of such reduction or discontinuance as set forth above.

BE IT FURTHER RESOLVED that the District Superintendent/Principal or designee is authorized and directed to take any other actions necessary to carry out this resolution.

The foregoing Resolution was adopted at a regularly called meeting of the Governing Board of the Sequoia Union Elementary School District on August 13, 2020, by the following vote:

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
Nicole Ray, President of Board of Trustees  
Sequoia Union Elementary School District  
Tulare County, California

I, Lane Anderson, Clerk of the Board of Trustees of the Sequoia Union Elementary School District, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Trustees during its meeting held on August 13, 2020.

\_\_\_\_\_  
Lane Anderson, Clerk of Board of Trustees  
Sequoia Union Elementary School District



# SEQUOIA UNION | ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020

**TOPIC:** 7.3: Proposed purchase of 16 new laptops for Teachers. None of our Teachers have laptops, they mostly all use student Chromebooks or their own personal laptops to conduct Distance Learning.

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



## A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

<b>Quote No.</b>	<b>3000066572696.2</b>	Sales Rep	Jeremiah Jones
<b>Total</b>	<b>\$11,954.10</b>	Phone	(800) 456-3355, 5133170
Customer #	113368307	Email	Jeremiah_Jones@Dell.com
Quoted On	Aug. 07, 2020	<b>Billing To</b>	ACCOUNTS PAYABLE
Expires by	Sep. 06, 2020		SEQUOIA UNION HIGH SCHOOL
Deal ID	20519565		350 JAMES AVE
			REDWOOD CITY, CA 94062-5119

### Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,  
Jeremiah Jones

### Shipping Group

#### Shipping To

RECEIVING DEPT  
SEQUOIA UNION HIGH SCHOOL  
350 JAMES AVE  
REDWOOD CITY, CA 94062-5119  
(650) 306-8860

#### Shipping Method

Standard Delivery

Product	Unit Price	Qty	Subtotal
Dell Latitude 3510	\$734.91	15	\$11,023.65

---

<b>Subtotal:</b>	<b>\$11,023.65</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Environmental Fee:</b>	<b>\$75.00</b>
<b>Non-Taxable Amount:</b>	<b>\$2,324.70</b>
<b>Taxable Amount:</b>	<b>\$8,773.95</b>
<b>Estimated Tax:</b>	<b>\$855.45</b>

---

<b>Total:</b>	<b>\$11,954.10</b>
---------------	--------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.



# SEQUOIA UNION ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 7.4: Proposed purchase of an additional 30 WiFi hotspots for students to do Distance Learning from home where they have no internet service.

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



# SEQUOIA UNION ELEMENTARY

T-Mobile Hot Spots  
August 13, 2020

<b>T-Mobile EmpowerED Program Unlimited Data (HOTSPOTS)</b>	<b>12 Month Program</b>
# of Students Total	30
Monthly Cost For Service Per Hotspot	<u>\$20</u>
Award Per Student	<u>\$84</u>
<b>Total Award to District</b>	<b>\$2,520</b>
Award to Cover Hotspot Hardware	\$2,520
Net Disbursement to District to Apply Toward Service	\$0
Monthly Fee @ \$20 per Student	\$600
<b>One Time Hardware Cost</b>	<b><u>\$0</u></b>
<b>Net Monthly Cost Per Hotspot</b>	<b>\$20.00</b>
<b>Net Monthly Cost to District</b>	<b>\$600</b>
<b>Net Annual Cost to District</b>	<b>\$7,200</b>



# SEQUOIA UNION | ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020

**TOPIC:** 7.5: Tulare County Office of Education Agreement to provide psychological services for the 2020-21 school year to Sequoia Union Elementary School District.

---

*Small School, Big Heart*

23958 AVE 324/P.O. Box 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106

## AGENCY AGREEMENT

**THIS AGREEMENT** is entered into between the **TULARE COUNTY OFFICE OF EDUCATION**, referred to as **SUPERINTENDENT** and **SEQUOIA UNION SCHOOL DISTRICT**, referred to as **DISTRICT**.

### **ACCORDINGLY, IT IS AGREED:**

1. **TERM:** This Agreement shall become effective as of **July 1, 2020** and shall expire on **June 30, 2021**.
2. **SERVICES:** SUPERINTENDENT shall provide DISTRICT with **0.5** days per week of psychological services, which include:

#### **Behavior Analysis and Intervention:**

- Conduct Functional Behavior Assessments.
- Design and implement research/evidence based behavior intervention plans.
- Model and monitor effective behavior interventions.
- Data collection and Progress Monitoring input and oversight.

#### **Conduct Psycho-Educational Assessments:**

- Present psycho-educational assessment results to the IEP team.
- Provide written psycho-educational assessment report to all IEP team members.
- Input assessment data into the IEP prior to the IEP meeting.
- Present assessment findings at the scheduled IEP team meeting.

#### **Consultation and Collaboration:**

- On-going coordination/collaboration with all student stakeholders.
- Provide professional development in-service training opportunities to school site (per request).

#### **Short-Term Counseling for School-Based Difficulties (individual/small group):**

- Social Skill development.
- Anger Management.
- Problem-Solving skill development.
- Crisis response and emergency intervention.

#### **Student Study Team (SST) and Individualized Education Program (IEP):**

- Attend and participate in SST/IEP meetings (as needed).
- On-going collaboration with other SST/IEP team members.

3. **COST OF SERVICES:** DISTRICT shall pay SUPERINTENDENT **\$22,240.00** for the services described above, not to exceed the sum of **\$22,240.00**.
4. **METHOD OF PAYMENT:**
  - a. SUPERINTENDENT shall transfer this sum from the funds of the DISTRICT to the County School Service Fund at **May 31, 2021**.

5. **INDEMNIFICATION:** SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.
6. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

**THE PARTIES**, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

**DISTRICT**

Ken Horn, Superintendent/Principal  
 Sequoia Union School District  
 PO Box 44260  
 Lemon Cove, CA 93244-4260

**SUPERINTENDENT**

Tammy McKean, Assistant Superintendent  
 Special Services  
 Tulare County Office of Education  
 P.O. Box 5091  
 Visalia CA 93278-5091

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

TCOE Program Information

Contact Person and Phone No: Joe Martinez, Director-Psychological Services  
 730-2910 Ext. 5164

Budget Number: 010-00014-0-0-8699

Please return an original copy to:

Tulare County Office of Education  
 Tammy McKean, Assistant Superintendent  
 P.O. Box 5091  
 Visalia, CA 93278-5091



# SEQUOIA UNION ELEMENTARY SCHOOL

Mr. Ken Horn  
Superintendent/Principal

**TO:** Board of Trustees  
**FROM:** Ken Horn, Superintendent-Principal  
**DATE:** August 13, 2020  
**TOPIC:** 7.6: Interdistrict Transfers

---

*Small School, Big Heart*

23958 AVE 324/P.O. BOX 44260  
LEMON COVE, CA 93244-4260

PHONE: 559-564-2106



# SEQUOIA UNION ELEMENTARY

Interdistrict Transfer  
OUT  
2020-2021 School Year  
Month: August

---

Home District: Sequoia Union

Student Name:	Grade:	District of Choice:	Continuing/New
Holly Orta	1 <sup>st</sup>	Woodlake Unified	Continuing
Lourdes Cervantes	7 <sup>th</sup>	Woodlake Unified	Continuing