

**Board of Trustees
August 8, 2019
Regular Meeting**

1. OPEN SESSION 6:00 p.m.

Call to Order
Flag salute

11. REPORTS & DISCUSSION

3.1 Superintendent' Report

3.2 S.S.C. Update

3.3 S.E.T.A. Update

3.4 Local Control and Accountability Report (LCAP)

3.5 Strategic Planning Update

3.6 Charter School Update

3.7 Action Plan for Students With Exceptional Needs

3.8 Parent's Guild

3.9 Ag Advisory Committee

1V. ACTION SESSION

4.1a Approval of the June 13, 2019 Regular Meeting Minutes
Approval of the June 27, 2019 Special Meeting Minutes

4.1b A.D.A. Report – No report

4.1c Cafeteria Report

4.1d Approval of Bills

4.1e Approve Payroll

4.1f Approve Budget Report

OTHER BUSINESS

4.2a PUBLIC HEARING

Resolution Regarding Compliance with Education Code Section 60119 for
Funds Received Under the Public Textbooks and Instructional Materials
From Any State Source Fiscal Source Fiscal Year

4.2b Consolidated Application Part 1 for 2019-20

V. PERSONNEL

5.1 Declaration of Need for Fully Qualified Educators

5.2 Increase in Substitute Teacher Pay

V1. OTHER ACTION ITEMS

6.1 Update on Well Project and Approval of Claims – Nick Keller/Keller-Wegley Engineers

6.2 Interdistrict Agreements

6.3 Memorandum of Understanding for Services to Migrant Students, Migrant Education Region V111

6.4 In the Matter of Adopting Development Fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities

6.5 Tulare County Superintendent of Schools and Sequoia Union School District Technology Support Services Agreement

6.6 Tulare County Superintendent of School's and Sequoia Union School District Library Media Services Agreement for 2019-20

V11. CLOSED SESSION- (Gov.'t Code Section 54954.5)

-PUBLIC EMPLOYEE RELEASE

-PUBLIC EMPLOYEE EVALUATION

V111. ADJOURNMENT

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

111. REPORTS & DISCUSSION

Agenda Item 3.1 Superintendent's Report:

A report will be submitted to the Board members by Superintendent Jensen

Agenda Item 3.1

Response to School Board Meeting scheduled for 8 August

3.1 Superintendents Report:

- We are on the State's Feb 2020 Roster for the Kindergarten Grant, pending approval. But approval hinges on updating the Developers Fees. The Developers Fees updates are being handled Schoolworks and will be paid for through Fund 25 monies (new construction).
- Brenda Paulie has sent me an email that funding should be approved by the end of August for the well.
- We need to increase our rate of pay for Substitutes to \$125.00, to promote substitutes to come to Sequoia Union, and to remain competitive.
- We have been approved by the state to create a temporary position at the school for an Alternative Educational Setting Class and Instructor. This will be paid for through the funds we have received from the state under CSI. The class will effectively eliminate out-of-school suspension, and will help our ADA.
- I have been in contact with Mr. David Roberts. He will provide me with a final draft of the deed.
- The Office rebuild continues. We ran into issues of wiring not being up to code, age related issues, and unforeseen areas needing repair. However, we are getting the project completed, and it will meet guidelines being strongly recommended by both the state and federal government.
- The Parent's Guild purchased the new playground equipment, and it has been delivered. It is tentatively planned to be installed on 31 August. The old equipment will have to be removed through staff and volunteer efforts.

3.2 SSC Update

-

3.3 SETA Update

-

3.4 LCAP

- LCAP Work Sheets had been completed. The State deducted several thousand dollars from the original estimate that they provided us for the 2019-2020 school year. The necessary financial modifications have been made to the SSC approved plan. The LCAP deductions have been replaced through Program Improvement monies that the district received.

3.5 Strategic Planning

- Planning with the Lead Teachers, overall staff, School Site Council, and Stake Holders have been scheduled into the Annual Calendar. A tentative initial draft presentation date to the board is scheduled for October 2019. This will include a 5 year plan for curriculum, technology, equipment, facilities and other resources.

3.6 Charter School Update

- All Charter updates hinge on Strategic Planning, our 5 Year Plan, and the LCAP.

3.7 Action Plan for Students with Exceptional Needs

- Sharon Adams has been working on Aimsweb + over the summer to support the work being done in the Learning Lab. Diana Foley will be working in the Learning Lab.
- We are determining how grant funds will support Learning Lab

3.8 Parent's Guild

- Joey Howell is the President of the Parent's Guild for the 2019-2020 school year.
- Playground equipment was purchased and has been delivered, with a scheduled installation date of 31 August.

3.9 Ag Advisory Committee

- The Ag Advisory Committee selected Mr. Nuefeld as the president.
- The Committee agreed that a viable first step is the building of a hoop (hot) house that will be purchased with the remaining balance of a Lowe's Grant. The facility would be used by all grade levels.

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

111. REPORTS & DISCUSSION

Agenda Item 3.8 Parent's Guild:

Agenda Item 3.8

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

111. REPORTS & DISCUSSION

Agenda Item 3.9 Ag Advisory Committee:

Agenda Item 3.9

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

1V. ACTION ITEMS

Agenda Item 4.1a Consent Agenda Items:

The Board is requested to review and approve the Consent Agenda Items as listed below:

- 4.1a Approval of the June 13, 2019 Regular Meeting Minutes
- Approval of the June 27, 2019 Special Meeting Minutes
- 4.1b Approve A.D.A. Report –No report
- 4.1c Cafeteria Report
- 4.1d Approve Payment of Bills
- 4.1e Approve Payroll
- 4.1f Approve Budget Report

Recommendations: Approve Consent agenda items

On a motion of _____, and seconded by _____
the Board voted to approve the consent agenda items.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Board of Trustees
Regular Meeting
August 8, 2019

Board of Trustees of the Sequoia Union School held a regular meeting on June 13, 2019 at 23958 Ave. 324, Lemon Cove, CA.

MEETING CALLED TO ORDER: President of the Board Anna Eynaud called the meeting to order at 6:00 P.M. followed by the flag salute.

MEMBERS PRESENT: Lane Anderson, Anna Eynaud, James McNulty; and Nicole Ray

MEMBERS ABSENT: Bradley Ward

VISITORS PRESENT: Sharon Adams

On a motion of James McNulty; and, seconded by Lane Anderson the Board voted to approve the agenda as submitted.

COMMENTS FROM THE PUBLIC: Sharon Adams gave a report to the Board members regarding the students testing and tracking their progress.

REPORTS & DISCUSSION: Superintendent's Report:
Mr. Jensen reviewed the Superintendent's report with the Board and audience.

Parent's Guild:
Parent's Guild submitted a Sport's Boosters budget report for review.

Aq Advisory Committee:
No report submitted.

ACTION SESSION: On a motion of Lane Anderson; and, seconded by James McNulty the Board voted to approve 4.1b-4.1f. Item 4.1a will have to be brought back to the next meeting for approval.

OTHER BUSINESS PUBLIC HEARING:

Review and Approve 1st Reading of the 2019-20 LCAP:
On a motion of Lane Anderson; and, seconded by Nicole Ray the Board opened the meeting up for a Public Hearing to review the first reading of the 2019-20 LCAP.

On a motion of Lane Anderson; and, seconded by Nicole Ray the Board approved the first reading of the 2019-20 LCAP with changes.

Review and Approve the 1st Reading of the LCAP Addendum:

On a motion of James McNulty; and, seconded by Nicole Ray the Board voted to approve the 1st reading of the LCAP addendum:

LCFF Budget Overview for Parents:

On a motion of James McNulty; and, seconded by Lane Anderson the Board voted to approve the 1st reading of the LCFF budget overview for parents.

PUBLIC HEARING:

1ST Reading of the 2019-20 Proposed Budget:

The proposed budget was reviewed with the Board and audience. There was time allowed for questions and/or concerns.

On a motion of James McNulty; and, seconded by Lane Anderson the Board approved the 1st reading of the 2019-20 proposed budget. The Board asked to come back to the 2nd meeting in June for suggestions as to how we could balance the District's budget.

Resolution- In the Matter of the Spending Determination for Funds From the Educational Protection Account Pursuant to Article X111, Section 36 of the California Constitution 2019-20 Fiscal Year; and, 2019-20 Expenditure Report:

On a motion of Lane Anderson, and; seconded by James McNulty the Board approved the Educational Protection Account resolution with the suggestion that we see if we can put the contribution that needed to be made to the cafeteria fund from the unrestricted funds to the EPA account.

Resolution – In the Matter of the Authorizing for County Superintendent of Schools to Make Year End Budget Transfers:

On a motion of James McNulty; and, seconded by Nicole Ray the Board voted to approve the resolution authorizing the County Superintendent of Schools to make year end budget transfers on our behalf.

Resolution – To Purchase Gators Through a Grant Program:

On a motion of Nicole Ray; and, seconded by James McNulty the Board voted to have Jerry Line act as the Representative of Sequoia Union Elementary School in it's relationship with the San Joaquin Valley Air Pollution Board in regards to the electric vehicle grant.

AB 858-Reserves in Excess of State Recommended Reserves Budget Attachment:

On a motion of Lane Anderson; and, seconded by James McNulty the Board approved AB 858 - Reserves in Excess of State Recommended Reserves Budget Attachment.

Quote on Science Adoption- California Elevate Science:

On a motion of Lane Anderson; and; seconded by James McNulty the Board approved a one-year adoption for California Elevate Science. It was suggested that we pilot other programs.

OTHER ACTION ITEMS:

Update on Well Project and Approval of Claims – Nick Keller-Keller/Wegley Engineers:

No report

Interdistrict Agreement Requests:

On a motion of Lane Anderson; and, seconded by James McNulty the Board voted to approve the Interdistrict Agreement Requests as submitted.

CLOSED SESSION:

On a motion of James McNulty; and seconded by Lane Anderson the Board adjourned into Closed Session at 8:15 p.m.

OPEN SESSION:

On a motion of James McNulty; and, seconded by Lane Anderson the Board returned to Open Session at 8:30 p.m. Reported out by President Anna Eynaud the Board was updated on personnel issues.

ADJOURNMENT:

On a motion of Nicole Ray; and, seconded by James McNulty the Board adjourned the meeting at 9:50 P.M.

Board of Trustees
Special Meeting
August 8, 2019

Board of Trustees of the Sequoia Union School held a special meeting on June 27, 2019 at 23958 Ave. 324, Lemon Cove, CA.

MEETING CALLED TO ORDER: President of the Board Anna Eynaud called the meeting to order at 6:00 P.M. followed by the flag salute.

MEMBERS PRESENT: Anna Eynaud, James McNulty; Nicole Ray; and, Bradley Ward

MEMBERS ABSENT: Lane Anderson

VISITORS PRESENT: Stephanie Amaral

COMMENTS FROM THE PUBLIC: There were no public comments

OTHER BUSINESS ITEMS:

PUBLIC HEARING

Review and Final Reading of the 2019-20 LCAP:

On a motion of James McNulty; and, seconded by Nicole Ray the Board voted to approve the final reading of the 2019-20 LCAP.

Review and Approve the Final Reading of the LCAP Addendum:

On a motion of James McNulty; and, seconded by Nicole Ray the Board voted to approve the LCAP Addendum.

LCFF Budget Overview for Parents:

On a motion of Bradley Ward; and, seconded by Nicole Ray the Board voted to approve the LCFF budget overview for parents.

PUBLIC HEARING

Review and Approve the Final Reading of the 2019-20 proposed budget.

Mr. Jensen stated to the Board that we have been approved for a 70% E-rate funding which should save the District around \$40,000.00.

On a motion of James McNulty; and, seconded by Nicole Ray the Board approved the 2019-20 budget with the stipulation that with e-rate funding saving of approximately \$40,000.00 will put our budget in a neutral balance.

Resolution –In the Matter of the Spending Determination for Funds
From the Education Protection Account Pursuant to Article X111, Section
36 of the California Constitution 2019-20 Fiscal Year; and, 2019-20 Expenditure Report:

On a motion of James McNulty; and, seconded by Bradley Ward the Board approved the resolution – In the Matter of the Spending Determination for Funds From the Education Protection Account Pursuant to Article X111, Section 36 of the California Constitution 2019-20 Fiscal Year; and, 2019-20 Expenditure Report.

AB 858- Reserves in Excess of State Recommended Reserves Budget Attachment:

On a motion of Nicole Ray; and, seconded by Bradley Ward the Board approved AB 858 –reserves in excess of State recommended reserves budget attachment.

PERSONNEL: Classified Salary Increase of 3%:

3% increase for classified staff was discussed. Our current budget shows a negative overall balance. In September we will have our unaudited actuals finished to see how the District ended the year to see if District can afford the increase in salaries.

On a motion of Nicole Ray; and, seconded by James McNulty the Board voted to table this item until the September, 2019 meeting.

CLOSED SESSION: On a motion of James McNulty; and, seconded by Nicole Ray the Board adjourned into Closed Session at 6:55 P.M.

OPEN SESSION: On a motion of Bradley Ward; and, seconded by Nicole Ray the Board returned to Open Session at 9.50 P.M. Reported out by the President Anna Eynaud the Board gave a final evaluation to Superintendent Jensen.

ADJOURNMENT: On a motion of James McNulty; and, seconded by Nicole Ray the Board adjourned the meeting at 9:55 P.M.

SEQUOIA UNION SCHOOL DISTRICT

Cafeteria Fund

8-Aug-19

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classificati	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit		0		
Fed. State	83,698	10,177.36	93,294	0.00
State Rev.	6,170	699	6,795	0.00
Local Rev.	40,015	0.00	25,030	5,857.45
Total Rev.	\$129,883	10,876.37	125,119	5,857.45
 Expenditures				
Classified salaries	77,680	4,430.00	66,386	3,694.54
Benefits	40,250	1,269.61	35,417	1,002.20
Textbooks/supl.	39,000	0.00	41,000.00	0.00
Travel/Staff Devel.	100	0.00	100	0
Total Expenditures	157,030	5,699.61	142,903	4,696.74
 Surplus/Deficit				
	-27,147			
Interfund Transfers Out				
Beginning Balance				
Projected Ending Balance				
Components of ending				
Balance				
	Designated Res.	Revolving Fund	Undesignated	Contributions
				-17,784

Accounts Payable Final PreList - 6/28/2019 9:19:07AM

*** FINAL ***

Batch No 164

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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013790	A. T. & T. Mobility	PV-190463	6/27/2019		287259272862	011-00000-0-00000-82000-55000-0		\$478.80		
	A. T. & T. Mobility		6/27/2019		287259272862	010-00000-0-00000-82000-55000-0	May invoices	\$59.17		
								\$537.97		
014083	AT&T	PV-190464	6/27/2019		43695187263724	011-00000-0-00000-82000-55000-0		\$4,266.74		
	AT&T		6/27/2019		43695187263724	010-00000-0-00000-82000-55000-0	July internet invoice	\$527.35		
								\$4,794.09		
011909	CULLIGAN WATER CONDITIONING	PV-190465	6/28/2019		16774	011-00000-0-00000-82000-55000-0		\$748.49		
	CULLIGAN WATER CONDITIONING		6/28/2019		16774	010-00000-0-00000-82000-55000-0	Bottled water	\$92.51		
								\$841.00		
013950	Keller Wegley Consulting Eng.	PV-190459	6/27/2019		#7	010-90353-0-00000-85000-61700-0	Well project	\$11,972.21		E
								\$11,972.21		
014042	Nayeli Rodriguez	PV-190462	6/27/2019		Sequoia Union	011-07200-0-11100-10000-43000-0		\$204.21		
	Nayeli Rodriguez		6/27/2019		Sequoia Union	010-07200-0-11100-10000-43000-0	After school suppl.	\$25.23		
								\$229.44		
013866	Southern California Edison	PV-190466	6/28/2019		Sequoia Union	010-00000-0-00000-82000-55000-0		\$658.27		
	Southern California Edison		6/28/2019		Sequoia Union	010-00000-0-00000-82000-55000-0	June invoices	\$5,326.08		
								\$5,984.35		
014085	Thomas Ridenour	PV-190460	6/27/2019		CUS0110	011-00000-0-00000-82000-43000-0		\$3,827.00		
	Thomas Ridenour		6/27/2019		CUS0110	010-00000-0-00000-82000-43000-0	Reducer backflow preventers/water monitoring	\$473.00		
								\$4,300.00		

Accounts Payable Final PreList - 6/28/2019 9:19:07AM

*** FINAL ***

Batch No 164
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
014081	U.S. Dept. of Treasury-FMS	PV-190458	6/27/2019		1702141989A		010-00000-0-00000-71500-58000-0	\$1,388.40		
	U.S. Dept. of Treasury-FMS		6/27/2019		1702141989A	Re-pay USAC funding	011-00000-0-00000-71500-58000-0	\$171.60	H	
								\$1,560.00		
014002	WeVideo Inc.	PV-190461	6/27/2019		6699	120 licenses	011-07200-0-11100-10000-43000-0	\$614.10		
	WeVideo Inc.		6/27/2019		6699		010-07200-0-11100-10000-43000-0	\$75.90		
								\$690.00		

Accounts Payable Final PreList - 6/28/2019 9:19:07AM

*** FINAL ***

Batch No 164
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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Total District Payment Amount: \$30,909.06

Accounts Payable Final PreList - 6/28/2019 9:19:07AM

*** FINAL ***

Batch No 164

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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Batch No 164

Total Accounts Payable:

\$30,909.06

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 30,909.06 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).


 Authorizing Signature
 7/01/2019
 Date

Fund Summary	Total
010	\$20,598.12
011	\$10,310.94
Total	\$30,909.06

Tulare County Office of Education

Order to Pay/Payroll Transmittal

Form PS04P - Payroll

Month/Day/Year: 7/2/19

Instructions

Only Districts that submit payroll to TCOE for input will use this form. This form serves as a transmittal document and an Order from an authorized District employee for payment of payroll. The total amount of Gross Payroll indicated on the form must agree with the Payroll Input Work Sheet submitted with the PS04P Form.

Districts that perform their own payroll input will sign and submit the Order to Pay on the last page of their Payroll Final printout rather than use this form.

TCOE Personnel will input the Personnel Data from the PS01 Form for all Districts that do not have access to the computer system. Districts should check the box at the bottom of Form PS01 indicating if the Personnel Data has already been input.

Document	Certificate Payroll	Classified Payroll
Payroll Input W/S Enclosed	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
Form PS01 Employee Personnel Data Sheets	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Form PS02 Voluntary Deductions	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Form PS03 Employee Distribution Additions	No. Enclosed <u>1</u>	No. Enclosed <u>1</u>
Form W-4 Withholding	No. Enclosed <u>1</u>	No. Enclosed <u>0</u>
Automatic Payroll Deposit Form Authorization	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
PERS Action Form	<u>0</u>	No. Enclosed <u>0</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>6,974.91</u>	Total Amount \$ <u>3,467.72</u>

2174.91

Wanda Stewart 7/2/19
3467.72

The Sequoia Union School District hereby orders that payment be made to each of the employees of the district in the amounts indicated as per the following attached schedules and that County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).


District Authorized Signature

7.02.2019
Date

TCOE Processing

Verify inclusion of number of documents indicated. Verify agreement of adding machine tape to Total Gross Payroll on form. If separate staff members input Certificated and Classified payroll, make copy of this form for other staff member. If any PS01 forms require Personnel Data input, they should be sent to TCOE Personnel for handling. Make copy of form to verify the Final Payroll Register totals before release of Payroll to District.

Date Received by TCOE / /

Received & Processed By _____

Tulare County Office of Education

Order to Pay/Payroll Transmittal

Form PS04P - Payroll

Month/Day/Year: 7 18 19

Instructions

Only Districts that submit payroll to TCOE for input will use this form. This form serves as a transmittal document and an Order from an authorized District employee for payment of payroll. The total amount of Gross Payroll indicated on the form must agree with the Payroll Input Work Sheet submitted with the PS04P Form.

Districts that perform their own payroll input will sign and submit the Order to Pay on the last page of their Payroll Final printout rather than use this form.

TCOE Personnel will input the Personnel Data from the PS01 Form for all Districts that do not have access to the computer system. Districts should check the box at the bottom of Form PS01 indicating if the Personnel Data has already been input.

Document	Certificate Payroll	Classified Payroll
Payroll Input W/S Enclosed	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
Form PS01 Employee Personnel Data Sheets	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Form PS02 Voluntary Deductions	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Form PS03 Employee Distribution Additions	No. Enclosed <u>1</u>	No. Enclosed <u>0</u>
Form W-4 Withholding	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Automatic Payroll Deposit Form Authorization	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
PERS Action Form	<u>0</u>	No. Enclosed <u>0</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>15509.³⁵</u>	Total Amount \$ <u>24655.²²</u>

24655.22
gm

The San Juan Unified School District hereby orders that payment be made to each of the employees of the district in the amounts indicated as per the following attached schedules and that County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Tolanda Mahab
District Authorized Signature

7 18 19
Date

TCOE Processing

Verify inclusion of number of documents indicated. Verify agreement of adding machine tape to Total Gross Payroll on form. If separate staff members input Certificated and Classified payroll, make copy of this form for other staff member. If any PS01 forms require Personnel Data input, they should be sent to TCOE Personnel for handling. Make copy of form to verify the Final Payroll Register totals before release of Payroll to District.

Date Received by TCOE / /

Received & Processed By _____

SEQUOIA UNION SCHOOL DISTRICT

District - 010

8-Aug-19

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit	\$522,548	20,801.35	522,548	21,743.05
Fed. State	122,114	7,401.00	27,781.00	0.00
State Rev.	103,672	20.00	107,308	0.00
Local Rev.	56,660	-200.00	31,100	0.00
Increase/Decrease in fair market value		0.00		
Total Rev.	\$804,994	28,022.35	688,737	21,743.05
 Expenditures				
Certificated salaries	55,650.00	5,595.27	70,425	5,481.40
Classified salaries	61,807	4,796.86	63,661	3,579.67
Benefits	120,747	2,206.54	127,884	1,780.36
Textbooks/supl.	36,668.00	0.00	27,701	0.00
Dues/Memberships	1,000.00	0	1000	0.00
Travel/Staff Devel.	6,230	250.00	9,750	250.00
Insurance	3,500.00	0.00	3,500.00	0
Housekeeping	25,000.00	0.00	16,000	0.00
Rental/Leases/Rep.	7,000.00	0.00	5,000	0.00
Pension Penalties	20	0	10	0
Other Tuition, COE	2000	0.00	2,000	0
Services	33,508.00	0.00	22,655.00	0.00
Subagreements	3,475.00	0.00	3,475	0.00
Capital Outlay	159,975.00	802.59	150,383	0.00
Other Outgo				
Indirect costs				0.00
Total Expenditures	516,580.00	13,651.26	503,444.21	11,091.43
 Surplus/Deficit				
	288,415.00			
Interfund Transfers Out				
Beginning Balance	2,490,930.40			
Projected Ending Balance	2,752,198.82			
Components of ending				
Balance				
		Revolving Fund		Contributions
		2000		27,147

SEQUOIA UNION SCHOOL DISTRICT

Charter School -011

August 8, 2019

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit	\$2,606,399	103,995.95	2,526,149	96,830.50
Fed. State	91,487	0	86,780.00	0
State Rev.	71,912	0.00	71,933	0.00
Local Rev.				
Total Rev.	\$2,769,798	103,995.95	2,684,862	96,830.50
Expenditures				
Certificated salaries	1,246,168	11,589.03	1,331,167.00	7,616.97
Classified salaries	464,816	26,176.61	511,520	28,319.12
Benefits	777,588	8,091.21	756,075.00	7,105.15
Textbooks/supl.	199,755	0.00	249,492	0.00
Dues/Memberships	5,000	0.00	5,000	0.00
Travel/Staff Devel.	23,970	250.00	22,902	250.00
Insurance	8,200	0.00	18,000.00	0.00
Housekeeping	135,000	0.00	110,000	0.00
Rental/Leases/Rep.	37,000	0.00	36,000	0.00
Pension Penalties				
Services	128,764	0.00	64,780.00	0.00
Subagreements	28,115	0.00	28,115.00	0.00
Capital Outlay	6,494	6,493.76	2,000	0.00
Other Outgo				
Indirect Costs				0
Total Expenditures	3,060,870	52,600.61	3,135,051.00	43,291.24
Surplus/Deficit	-291,072.00			
Interfund Transfers Out				
Beginning Balance	-424,736.02			
Projected Ending Balance	-715,808.02			
Components of ending				
Balance				

Designated Res.

Revolving Fund

Undesignated

Contributions

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

1V. ACTION ITEMS

Agenda Item 4.2a **OTHER BUSINESS ITEMS:**

PUBLIC HEARING:

Resolution Regarding Compliance with Education Code Section 60119 for
Funds Received Under the Public Textbooks and Instructional Materials
From any State Source Fiscal Source Fiscal Year

Recommendations: Approve the Resolution Regarding Compliance with Education Code Section
60119

On a motion of _____, and seconded by _____
the Board voted to approve resolution regarding compliance with Education Code Section 60119.

BOARD MEMBERS AYE NO ABSTAIN ABSENT

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Tulare County Office of Education

Committed to Students, Support & Service

Tim A. Hire
County
Superintendent
of Schools

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
(559) 733-6306
fax (559) 627-4670

Instructional Services
(559) 302-3633
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

**Liberty Center/
Planetarium &
Science Center**
11535 Ave. 264
Visalia

July 15, 2019

TO: District Superintendents and Business Managers

FROM: Fernie Marroquin, Ed.D., Assistant Superintendent
Business Services

RE: INSTRUCTIONAL MATERIALS DETERMINATION
FISCAL YEAR 2019-2020

Education Code section 60119 requires that each district hold a public hearing to determine whether or not the students at each school in the district have adequate textbooks and instructional materials as a condition of funding eligibility. **The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school each year. The governing board must provide 10 days notice of the public hearing by posting a notice in 3 public places in the district,** listing time, place (address and room #/location), and purpose of the hearing. After the public hearing, the district must adopt a resolution stating the determination.

The enclosed sample notice and resolution have been revised to reflect current statutory requirements. The resolution is also available on our website:
<http://business-services.tcoe.org/administrative-services/administrative-documents/administrative-forms>

The following samples are enclosed:

- Notice of Public Hearing
- Resolution for use when the governing board determines pupils have *sufficient* textbooks and instructional materials

**Please send a copy of the completed resolution
(by September 29, 2019) to:
Shelly DiCenzo, Business Services
Tulare County Office of Education
PO Box 5091
Visalia CA 93278-5091**

If you have any questions or need a resolution for an insufficient determination, please call me at 559-733-6474.

FM/sd

Enclosures

**BEFORE THE GOVERNING BOARD
OF THE SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

In the Matter of Determining that Pupils Have
Sufficient Textbooks or Instructional Materials for
the 2019-2020 School Year

RESOLUTION NO.2019-2020 (1)

RECITALS:

1. Education Code section 60119 establishes requirements that this Board must meet in order for the District to be eligible to receive funds for instructional materials from any state source.
2. The Board is required to hold a public hearing or hearings to make a determination, by resolution, as to whether or not each pupil in each school in the District has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted by the State Board of Education.
3. Education Code section 60119, subdivision (c)(1), defines sufficient textbooks or instructional materials to mean that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home, although this does not require two sets of textbooks or instructional materials for each pupil.
4. Education Code section 60119, subdivision (c)(1), provides that materials may be in a digital format as long as each pupil, at a minimum, has and can access the same materials in the class and to take home, as all other pupils in the same class or course in the District and has the ability to use and access them at home.
5. Photocopied sheets from only a portion of a textbook or instructional materials are not considered sufficient textbooks or instructional materials.
6. The public hearing shall take place on or before the eighth week from the first day pupils attend school for that year. A District that operates schools on a multi-track, year-round calendar shall hold the hearing on or before the end of the eighth week from the first day pupils attend school for that year on any tracks that begin in a school year in August or September.
7. The Board is required to provide ten (10) days' notice of the public hearing or hearings and the notice shall contain the time, place, and purpose of the hearing and shall be posted in three (3) public places in the District.
8. The Board shall encourage the participation of parents, teachers and members of the community interested in the affairs of the District, and bargaining unit leaders.
9. The hearing shall be held at a time that will encourage the attendance of teachers and parents and guardians of pupils who attend the schools in the District and shall not take place during or immediately following school hours.

10. The Board held a properly noticed public hearing that met the foregoing requirements on August 8, 2019 at 6:00 p.m.

NOW, THEREFORE BE IT RESOLVED, as follows:

- 1. The above recitals are true and correct.
- 2. The Board determines that the District has provided each pupil with sufficient textbooks or instructional materials, or both, on the basis that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home that are aligned to the content standards adopted by the State Board of Education in each of the following subjects:
 - a. Mathematics: “My Math” (Grades Kindergarten through 6th) “Math” (Grade 7 & 8)
 - b. Science: Pearson Science (Grades Kindergarten through 8th)
 - c. History-social science: “Studies Weekly” (Grades Kindergarten through 6th) TCI History (Grades 7 & 8)
 - d. English language arts, including the English language development component of an adopted program: Wonders & Study Synch
- 3. The Board determines that said textbooks or instructional materials, or both, are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education and adopted by this Board in accordance with established procedures.

THE FOREGOING RESOLUTION was adopted upon motion by Trustee _____, seconded by Trustee _____, at a regular/special meeting held on August 8, 2019, by the following vote:

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	

I, Perry D. Jensen, secretary of the governing board of the Sequoia Union Elementary School District, do hereby certify that the foregoing Resolution was duly passed and adopted by said Board, at an official and public meeting thereof, this 8th day of August, 2019.

Date:

Secretary, Board of Trustees

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Sequoia Union Elementary School District will hold a public hearing, pursuant to Education Code section 60119, regarding the sufficiency of textbooks and instructional materials in order to be eligible to receive funds for instructional materials from any state source.

The public hearing will be held at a regular meeting of the Sequoia Union Elementary School District governing board on 8 August 2019. The board meeting starts at 6:00 p.m. *{Note: Ed. Code 60119(b) states that the hearing shall be held at a time that will encourage the attendance of teachers and parent/guardians, and shall not take place during or immediately following school hours}*, at the following location:

Sequoia Union Elementary School District
Multi-Use Facility
23958 Ave. 324, Lemon Cove, CA 93244

The governing board is required to make a determination as to whether each pupil in each school in the school district has sufficient textbooks or instructional materials, or both, in each subject that is consistent with the content and cycles of the curriculum framework adopted by the State Board.

NOTICE IS FURTHER GIVEN that copies of documentation are available to interested members of the public during normal business hours at the following location:

Sequoia Union Elementary School District Office
23958 Ave. 324, Lemon Cove, CA 92344

Date: 29 July, 2019

Sequoia Union Elementary School District

Perry D. Jensen

Board President, Clerk or Superintendent

Date Posted: 29 July, 2019

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

1V. ACTION ITEMS

Agenda Item 4.2b OTHER BUSINESS ITEMS:

Consolidated Application Part 1-2019/20 Year:

The Board will be requested to review and approve Part 1 of the Consolidated Application for 2019-20 Year

Recommendations: Approve Consolidated Application – part 1

On a motion of _____, and seconded by _____
the Board voted to approve the 2019-20 Consolidated Application – part 1.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 4.2b

2019-20 Certification of Assurances

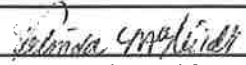
Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca19assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Velinda McBride
Authorized Representative's Signature	
Authorized Representative's Title	Business Manager
Authorized Representative's Signature Date	06/25/2019

*****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.

2019-20 Protected Prayer Certification

ESSA Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Velinda McBride
Authorized Representative's Title	Business Manager
Authorized Representative's Signature Date	06/25/2019
Comment	
If the LEA is not able to certify at this time, then an explanation must be provided in the Comment field. (Maximum 500 characters)	

*****Warning*****

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2019-20 LCAP Federal Addendum Certification

CDE Program Contact:

Local Agency Systems Support Office, LCFF@cde.ca.gov, 916-323-5233

To receive funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to apply for funds, the LEA must certify that the 2017/18–2019/20 LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification the LEA is agreeing to submit the LCAP Federal Addendum that has been approved by the local governing board or governing body of the LEA to the California Department of Education (CDE), and acknowledging that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

<p>County Offices of Education and School Districts Enter the original approval date of the county office of education or school district 2017/18–2019/20 LCAP</p> <p>Note: For districts, the date should be the day your county office of education (COE) approved your 2017/18–2019/20 LCAP. For COEs, it should be the date the CDE approved your 2017/18–2019/20 LCAP.</p>	<p>06/01/2019</p>
<p>Charter Schools Enter the adoption date of the charter school LCAP</p>	
<p>Authorized Representative's Full Name</p>	<p>Velinda McBride</p>
<p>Authorized Representative's Title</p>	<p>Business Manager</p>

*****Warning*****

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2019-20 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, 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	06/28/2019
---	------------

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)	Perry Jensen
DELAC review date	
Meeting minutes web address Please enter the web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). 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)	Our District does not have 50 or more English learners.

Application for Categorical Programs

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

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

*****Warning*****

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2019-20 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Title IV, Part A (Student Support) ESSA Sec. 1112(b) SACS 4127	No
Title V, Part B Subpart 1 Small, Rural School Achievement Grant ESSA Sec. 5211 SACS 5810	No
Title V, Part B Subpart 1 Alternative Uses of Funds Authority Participation	No
Title V, Part B Subpart 2 Rural and Low-Income Grant ESSA Sec. 5221 SACS 4126	Yes

*****Warning*****

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2019-20 Title III English Learner Student Program Subgrant Budget

The purpose of this form is to provide a proposed budget for 2019-20 English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Kevin Webb, Language Policy and Leadership Office, kwebb@cde.ca.gov, 916-323-5838

Estimated Entitlement Calculation

Estimated English learner per student allocation	\$107.75
Estimated English learner student count	20
Estimated English learner entitlement amount	\$2,155

Note: \$10,000 minimum program eligibility criteria

If the LEA's estimated entitlement amount is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the CDE Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$2,155
English Proficiency and Academic Achievement	\$0
Parent, family, and community engagement	\$0
Direct administrative costs (Amount cannot exceed 2% of the estimated entitlement)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total budget	\$2,155

*****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.

2019-20 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

John Miles, Financial Accountability and Info Srv Office, jmiles@cde.ca.gov, 916-445-7289

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2019-20 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

*****Warning*****

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2019-20 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

CDE Program Contact:

Sylvia Hanna, Title I Policy and Program Guidance Office, shanna@cde.ca.gov, 916-319-0948
Rina DeRose, Title I Policy and Program Guidance Office, RDeRose@cde.ca.gov, 916-323-0472

In accordance with the Every Student Succeeds Act (ESSA) sections 1117 and 8501, a local educational agency shall consult annually with appropriate private school officials and both shall have the goal of reaching agreement on how to provide equitable and effective programs for eligible private school children, teachers, and families. This applies to programs under Title I, Part A; Title I, Part C; Title II, Part A; Title III, Part A; Title IV, Part B; and section 4631, with regard to the Project School Emergency Response to Violence Program (Project SERV).

The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data and the tax exempt status if it is being used for the purpose of providing equitable services.

Private School's Believed Results of Consultation Allowable Codes

- Y1: meaningful consultation occurred
 - Y2: timely and meaningful consultation did not occur
 - Y3: the program design is not equitable with respect to eligible private school children
 - Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children
- Add non-attendance area school(s) No

The local educational agency is electing to add nonprofit private schools outside of the district's attendance area.

*****Warning*****
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2019-20 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

School Name	School Code	Enrollment	Consultation Occurred	Was Consultation Agreement Met	Signed Written Affirmation on File	Consultation Code	School Added
-------------	-------------	------------	-----------------------	--------------------------------	------------------------------------	-------------------	--------------

Warning

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SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V. PERSONNEL

Agenda Item 5.1 Declaration of Need for Fully Qualified Educators:

The Board will be requested to review and approve the Declaration of Need for Fully Qualified Educators.

Recommendations: Approve the Declaration of Need for Fully Qualified Educators.

On a motion of _____, and seconded by _____
the Board voted to approve the Declaration of Need.

BOARD MEMBERS AYE NO ABSTAIN ABSENT

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 5.1



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2019-20

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Sequoia Union Elementary School District CDS Code: 54-72116

Name of County: Tulare County CDS Code: _____

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 08 /08 /19 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2020.

Submitted by (Superintendent, Board Secretary, or Designee):

Perry Jensen Superintendent

Name

Signature

Title

559-564-2136

559-564-2106

08/02/19

Fax Number

Telephone Number

Date

P.O. Box 44260 Lemon Cove, CA. 93244

Mailing Address

pjensen@sequoiaunion.org

EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

<i>Name</i>	<i>Signature</i>	<i>Title</i>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<i>Mailing Address</i>		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization: _____	
Resource Specialist	_____
Teacher Librarian Services	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	0
Special Education	0
TOTAL	0

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.
 We are participating in the County Impact Program this year. We will have 4 teachers participating in this program.

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V. PERSONNEL

Agenda Item 5.2 Increase in Substitute Teacher Pay:

Recommendations: Increase in substitute teacher pay

On a motion of _____, and seconded by _____
the Board voted to approve the increase the substitute teacher pay to \$_____.

BOARD MEMBERS AYE NO ABSTAIN ABSENT

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 5.2

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2018

V1. OTHER ACTION ITEMS

Agenda Item 6.1 Update on Well Project and Approval of Claims –
Nick Keller/Keller-Wegley Engineers:

Recommendations: Approve claims presented

BOARD MEMBERS AYE NO ABSTAIN ABSENT

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 6.1

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V1. OTHER ACTION ITEMS

Agenda Item 6.2 Interdistrict Agreement Requests:

The Board will be requested to review and approve the interdistrict agreement requests as submitted.

Recommendations: Approve Interdistrict Agreement requests

On a motion of _____, and seconded by _____
the Board voted to approve the interdistrict agreement requests as submitted.

BOARD MEMBERS	AYE	NO	ABSTAIN	ABSENT
---------------	-----	----	---------	--------

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 6.2

Interdistrict IN For Board Approval 2019-2020 School Year

Month: August

Grade	District	Continuing/New
-------	----------	----------------

Exeter Unified

Zoie Lechuga	8	Exeter	New Student/Family
--------------	---	--------	--------------------

Interdistrict OUT For Board Approval 2019-2020 School Year

Month: August

<u>Home District - Sequoia Union</u>	Grade	District of Choice	Continuing/New
Ella Clark	7	Exeter Unified	New to District
Austin O'Mara	7	Exeter Unified	Continuing Student/ Family
Shawn Eggleston	7	Exeter Unified	New to District
Tanner Henry	7	Exeter Unified	Continuing Student/ Family
Jarrett Sorenson	1	Exeter Unified	Continuing Student/ Family

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V1. OTHER ACTION ITEMS

Agenda Item 6.3 Memorandum of Understanding for Services to Migrant Students, Migrant Education Region V111:

The Board will be requested to review and approve Memorandum of Understanding for Services to Migrant Students, Migrant Education Region V111.

Recommendations: Approve Memorandum of Understanding

On a motion of _____, and seconded by _____
the Board voted to approve the Memorandum of Understanding with Migrant Education.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 6.3



MEMORANDUM OF UNDERSTANDING

FOR SERVICES TO MIGRANT STUDENTS, MIGRANT EDUCATION REGION VIII

The School District(s) in Migrant Region VIII that selected Model B, hereinafter referred to as “Model B District”, and the TULARE COUNTY SUPERINTENDENT OF SCHOOLS Migrant Education Program, Region VIII, hereinafter referred to as the “Migrant Education Program”, hereby concur that this Agreement shall be in effect as soon as both parties ratify it. This Agreement is for the period of July 1, 2019 to June 30, 2020, inclusive, and shall be effective July 1, 2019.

PURPOSE:

To unify and coordinate **supplemental educational services** and resources for Migrant families and their children residing within the boundaries of participating district(s).

The services to be rendered and the terms and conditions of this Agreement are as follows:

The Migrant Education Program, Region VIII, as Lead Agency, will:

1. Implement all required mandated Migrant components in collaboration with the District contact person or designee assigned to work with the Region.

Mandated components of the Migrant Program:

- Provide Measureable Educational Instruction to Students.
 - Provide a Migrant Education School Readiness Program (MESRP).
 - Facilitation of Parent Advisory Councils will be administered through the Regional Advisory Committee.
 - Provide Opportunities for Parent Involvement.
 - Conduct Identification and Recruitment of Migrant Families.
 - Identify and serve Out-of-School Youth.
 - Provide Summer School services.
 - Establish a Memorandum of Understanding (MOU) with Region VIII to delineate District and Regional responsibilities.
 - Region VIII will hire highly qualified teachers/paraprofessionals to provide measureable educational instruction to students.
 - The District is not required to complete a DSA and the Program Evaluation.
 - The District School Plan will be discussed by the Area Administrator with contact or designee personnel.
2. Migrant funds are designated to direct measureable instructional services for Migrant students. Direct services are defined as:
 - Services provided directly to the student.



MEMORANDUM OF UNDERSTANDING

FOR SERVICES TO
MIGRANT STUDENTS, MIGRANT EDUCATION REGION VIII

- Services that answer the question: “How does the service directly impact student achievement in Mathematics and English Language Arts?”
 - Services that are measurable and produce data to determine student academic progress.
3. Migrant funds are intended to support the administering and monitoring of the Migrant Education Program.
 4. Certificated teachers/paraprofessionals provide instructional services to Migrant students.
 5. Migrant Education School Readiness Program (MESRP) staff must hold a Teaching Credential or a Permit Title (Teacher / Master Teacher) in the Child Development Permit Matrix.
 6. Services are provided before school, after school, or Saturdays and during Summer School (CDE, DSA, Migrant Program is supplemental to the supplementary core programs).
 7. Instructional services shall be relevant and rigorous.
 8. Provide direct supplemental services to Migrant students in the District, after a Needs Assessment has been conducted and after collaborating with the District.
 9. Assist and provide documentation during Migrant Regional FPM reviews.
 10. In coordination with the District, select at least one parent representative to attend a minimum of six Regional Parent Advisory Council (RPAC) trainings at the county level. (The RPAC meets six times per year).

The District, as Participant in the Migrant Education Program Model B, will:

1. Agree to participate in Model B for one fiscal year and shall notify the Migrant Education Program, Region VIII, by the end of November, if the District intends to change from Model B to Model A.
2. Agree that Region VIII will provide all Migrant services.
3. Provide written approval for the Migrant Education Program, Region VIII, to access student-specific academic, benchmark—data for the purposes of research and for developing interventions using data analysis to identify the academic gaps and needs of Migrant students.
4. Provide Migrant students with equal access to educational opportunities and resources that are available to any other district students.
5. Approve use of facilities for Migrant Education activities within the District at no cost.
6. Support the Region with the Migrant Education Program rules, regulations, and restrictions as described in the official Migrant Education Program Assurances.
7. If a student injury occurs in the Migrant Education Program, the District’s policies and procedures will be followed. The Tulare County Superintendent of Schools’ liability coverage would be primary for liability purposes as to Claims for Damages filed against the Tulare County Superintendent of Schools. Tulare County Superintendent of Schools will not provide any Student Accident Converage.



MEMORANDUM OF UNDERSTANDING

FOR SERVICES TO
MIGRANT STUDENTS, MIGRANT EDUCATION REGION VIII

8. Provide attendance data for purposes of identifying Migrant children enrolling and departing from the District.
9. Assist in providing space for migrant staff... (Area Administrators and/or Student Recruiters).

Agreed upon by:

District Superintendent: _____
Printed Name Signature

District: _____ Date: _____

Agreed upon by:

LEA: Tulare County Office of Education

County Superintendent of Schools: _____ Date: _____
Tim A. Hire

Migrant Education Director, Administrator: _____ Date: _____
Tony Velásquez

Tulare County
Office of Education

Tim A. Hire, County Superintendent of Schools

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V1. OTHER ACTION ITEMS

Agenda Item 6.4 In the Matter of Adopting Development fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities:

The Board will be requested to review and approved adopting development fees on residential and commercial and industrial development to fund the construction and reconstruction of school facilities.

Recommendations: Approve adopting development fees

On a motion of _____, and seconded by _____
the Board voted to approve adopting development fees.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 6.4

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

In the Matter of Adopting Development)	
Fees on Residential and Commercial and)	
Industrial Development to Fund the)	RESOLUTION
Construction or Reconstruction of School)	NO. _____
Facilities)	

WHEREAS, Education Code section 17620 et seq. and Government Code section 65995, authorize the governing board of any school district to levy a fee, charge, dedication, or other form of requirement (hereinafter "fee" or "fees"), in the maximum amounts specified therein, against residential, commercial and industrial development projects occurring within the boundaries of the district (hereinafter "development"), for the purpose of funding the construction or reconstruction of school facilities; and

WHEREAS, this Board has previously resolved to levy fees on development projects pursuant to this authority; and

WHEREAS, Government Code section 65995 provides that the maximum fees which may be levied on development projects shall be increased in 2000 and every two years thereafter according to the adjustment for inflation set forth in the statewide cost index for Class B construction as determined by the State Allocation Board "SAB" and to become effective at its January meeting; and

WHEREAS, the SAB at its January 24, 2018 meeting, set the maximum fee to \$3.79 per square foot for residential development and to \$0.61 per square foot for commercial/industrial development; and

WHEREAS, the new Fees are an increase of what is currently being collected by Sequoia Union Elementary School District. A copy of the Study is attached hereto, marked Exhibit "A," and incorporated herein by this reference; and

WHEREAS, in the judgment of this Board it is necessary and appropriate, and in the best interests of the District and its students, to levy fees for the purpose of funding the construction or reconstruction of school facilities necessary to serve the students generated by new development occurring within the District;

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND by this Board as follows:

1. The foregoing recitals are true and correct.
2. This Board approves and adopts the Study and recommendation of the District Superintendent, or designee, to levy fees in the maximum amounts authorized on new residential, commercial and industrial development that occurs within the District, and based upon the Study and recommendations, and upon all other written and oral information presented to this Board concerning this matter, makes the following findings:

A. The purpose of the fees is to finance the construction and reconstruction of school facilities in order to provide adequate school facilities for the students of the District who will be generated by new residential and commercial/industrial development taking place in the District;

B. The construction or reconstruction of school facilities is necessary to create updated, adequate, appropriate classroom space and academic support facilities for the following reasons:

(1) New residential and commercial and industrial development is projected to occur within the District within the next five years which will generate additional school-aged children;

(2) Additional students projected from new development will impact and increase the need of the District to create updated, adequate, appropriate classroom space and academic support facilities.

(3) Existing school facilities in the District are in need of, or will be in need of, reconstruction or modernization. New development will generate students who will attend District schools and be housed in existing facilities. These students cannot be housed without upgrading existing school facilities, ultimately making reconstruction or modernization of such facilities necessary;

(4) Both existing students and new students generated by future development occurring within the district will need to be housed and served in existing school facilities, as well as new and additional school facilities necessary to serve the projected student population.

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

(5) As commercial and industrial development occurs, new jobs are created. Many of the people hired for these jobs move into the community, thereby increasing the need for residential development which generates additional students adding to the impact on the school facilities of the District. The maximum fee that can be levied against residential development is insufficient to cover the full cost of the new or reconstructed school facilities needed by the district to house students generated from new residential development, and therefore justifies a separate fee against commercial and industrial development in the maximum amount allowed by law.

C. Without the addition of new school facilities and/or the reconstruction and modernization of existing facilities, the District will be unable to adequately house and serve additional students generated by new development which will impair or adversely impact the normal functioning of educational programs and services of the District;

D. The District has no, or limited revenue sources available for funding the construction or reconstruction of school facilities attributable to new development;

E. The fees adopted herein bear a reasonable relationship to the need for, and the estimated cost of, the construction or reconstruction of school facilities attributable to the type of new development on which the fees will be imposed;

F. The cost of providing for the construction and/or reconstruction of school facilities attributable to the type of new development occurring in the District will exceed the revenues reasonably anticipated from fees;

G. Existing students will benefit from the use of developer fees for new school facilities. Conversely, students generated from new development will occupy existing school facilities and will benefit from the use of fees to reconstruct or modernize those facilities. Therefore, it is appropriate to use developer fees for existing facilities to the extent of the estimated use of such facilities by students generated by new development.

3. Based on the foregoing, this Board hereby determines:

A. To levy a fee on any new or on other residential development, as described in Education Code § 17620(a), occurring within the District, in the maximum amount currently authorized by law of \$3.79 per square foot of assessable space as such space is defined in Government Code § 65995(b)(1).

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

B. To levy a fee on categories of new commercial or industrial development, as described in Education Code § 17620(a), occurring within the boundaries of the District, in the maximum amount currently authorized by law of \$0.61 per square foot of chargeable covered and enclosed space as such space is defined in Government Code § 65995(b)(2), except for Rental Self-Storage projects in which a fee of **\$0.08** per square foot is justified.

4. The fee provisions of this Resolution are not exclusive, and this Board specifically reserves authority to undertake other or additional methods to finance school facilities in partial or complete substitution for, or in conjunction with, the fee provisions set forth therein, as authorized by law. This Board reserves the authority, in its discretion, to substitute the dedication of land or other form of requirement in lieu of fees to be levied pursuant to this Resolution.

5. The District intends to utilize fees for new construction of school facilities, reconstruction or modernization of existing facilities, purchase, lease or lease-purchase of portable or relocatable classrooms and related facilities as interim school facilities to house students pending the construction of permanent facilities, or the purchase, lease or lease-purchase of land for school facilities. This includes all associated costs to plan and execute school facilities projects including, but not limited to, architectural and engineering costs, testing and inspection costs, permits and plan checking, and other administrative costs related to the provision of school facilities. Construction, reconstruction or modernization of school facilities includes, but is not limited to, classrooms and equipment and furnishings for classrooms, and all other reasonable and customary auxiliary, accessory, adjunct, or other supportive facilities for classrooms such as restrooms, gymnasiums, administrative offices, cafeterias, libraries, multi-purpose rooms, maintenance and storage rooms, walkways, overhangs, parking lots, landscaping, and all other similar facilities. Finally, fees may be used for studies and reports necessary to make the findings and determinations required by law for the collection of fees which may include the school facilities needs analysis described in Government Code section 65995.6, for reimbursement of administrative costs to collect fees, and for such other purposes consistent with the purpose and intent of this Resolution, or authorized by law, or deemed necessary or appropriate by this governing board.

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

6. The Superintendent, or designee, is authorized to certify compliance of a particular development project with the fee or other requirement levied by this Board, or to certify where appropriate that a project is fully or partially exempt from fees in appropriate circumstances. Any certification of compliance for a particular residential construction project is expressly conditioned upon the continued satisfaction by that project of the requirements for that certification and failure to meet those requirements in the future may result in the revocation of such certification and enforcement of the appropriate fee requirement for the project.

7. Pursuant to Education Code § 17621(c), this board determines that the fee levied on residential development is not subject to the restrictions set forth in subdivision (a) of Government Code § 66007 and, pursuant to Education Code § 17620(b), shall be collected at the time of issuance of the building or similar permit required for a particular development project.

8. Pursuant to Government Code section 66001(d), the Superintendent or the District's designee shall review the Fund established pursuant to this Resolution for the fifth fiscal year following the first deposit of fees in the Fund, and every five years thereafter, and with respect to any portion of a fee remaining unspent five or more years after deposit, the Superintendent or the District's designee shall report to this Board which shall either make the findings required by section 66001(d) for said unspent fees, or direct the refund of such fees in the manner provided in 66001(e) and (f).

9. Pursuant to Government Code section 66001(e), the Superintendent or designee, shall advise this board whenever it appears sufficient fees have been collected to complete financing on incomplete public improvements that have been identified in the Study. This board shall then make a determination whether or not sufficient fees have been collected for a particular project, and when a determination is made by this board that sufficient fees have been collected, this Board shall identify, within 180 days of the determination, an approximate date by which the construction of the public improvement will be commenced, or shall refund the fees as provided in said section, unless the provisions of section 66001(f) are deemed to apply.

10. The fees adopted herein are effective sixty (60) days after the approval of this Resolution unless the School Board states this is an urgency due to the significant needs and impacts of the impending new housing developments and there is a 4/5ths majority vote, to cause that the imposition of fees shall take effect thirty (30) days after the date of this Resolution.

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

11. The Superintendent or the District's designee is hereby authorized and directed to do the following:

A. As required by Government Code § 66006(a), to establish a separate capital facilities fund (herein "Fund") into which the fees received by the District shall be deposited and shall not be commingled with other revenues and funds of the District. The fees, and any interest earned thereon, shall be expended only for the purpose of funding the construction or reconstruction of school facilities or such other purposes as are permitted by law and authorized by this Board.

B. If applicable, negotiate agreements with other school district(s) with common territorial boundaries ensuring that the total fees collected by each school district does not exceed the maximum fees allowed by law for residential and commercial and industrial development and providing for an equitable division of the fees with such other school district(s). As required by Education Code section § 17623(a), copies of such agreement(s) shall be transmitted to the State Allocation Board, and shall also be sent to any county or city planning agency which is calculating or collecting fees on behalf of the District.

C. Take such further action as is necessary or appropriate to carry out the purpose and intent of this Resolution.

I, _____, Secretary to the Board of Trustees of the Sequoia Union Elementary School District, do hereby certify that the foregoing Resolution was proposed by Board member _____, seconded by Board member _____, and was duly passed and adopted, by vote of said Board, at an official and public meeting thereof held on _____, 2019, as follows:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: _____

Secretary, Board of Trustees

**NOTICE OF HEARING REGARDING PROPOSED ADOPTION OF A
DEVELOPER FEE STUDY AND THE INCREASE OF THE STATUTORY SCHOOL FEE**

NOTICE IS HEREBY GIVEN that the Governing Board of the Sequoia Union Elementary School will hold a hearing and consider input from the public on the proposed adoption of a Developer Fee Justification Study for the District and an increase in the statutory school facility fee ("Level 1 Fee") on new residential and commercial/industrial developments as approved by the State Allocation Board on January 24, 2018. The adoption of the Study and the increase of the Level 1 Fee are necessary to fund the construction of needed school facilities to accommodate students due to development.

Members of the public are invited to comment in writing, on or before August 8, 2019, or appear in person at the hearing at 6:00 P.M. on August 8, 2019, at the following location:

Sequoia Union Elementary School Multi-purpose room
23958 Ave. 324
Lemon Cove, Ca. 93244

Materials regarding the Study and the Level 1 Fee are on file and are available for public review at the District Office location at:

Sequoia Union Elementary School District Office
23958 Ave. 324
Lemon Cove, CA. 93244

Dated: August 1, 2019

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V1. OTHER ACTION ITEMS

Agenda Item 6.5 Tulare County Superintendent of Schools and Sequoia Union School District Technology Support Services Agreement:

The Board will be requested to review the Technology Support Services Agreement.

Recommendations: Approve Technology Service Agreement

On a motion of _____, and seconded by _____
the Board voted to approve the Technology Service Agreement.

BOARD MEMBERS AYE NO ABSTAIN ABSENT

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 6.5

**TULARE COUNTY SUPERINTENDENT OF SCHOOLS
AND
SEQUOIA UNION SCHOOL DISTRICT
TECHNOLOGY SUPPORT SERVICES AGREEMENT**

THIS AGREEMENT, is entered into as of July 16, 2019, between the TULARE COUNTY SUPERINTENDENT OF SCHOOLS, referred to as SUPERINTENDENT, and SEQUOIA UNION SCHOOL DISTRICT, referred to as DISTRICT, with reference to the following:

- A. Pursuant to Education Code sections 1260(e), 1262 and 1700, SUPERINTENDENT may provide services to school districts within his jurisdiction.
- B. DISTRICT requires technology support services
- C. SUPERINTENDENT is willing to provide technology support services to DISTRICT upon the terms and conditions of this Agreement.

ACCORDINGLY, IT IS AGREED:

1. **TERM:** This Agreement shall become effective as of July 1, 2019 and shall expire on June 30, 2020 unless otherwise terminated as provided in this Agreement. This Agreement may be renewed each year upon written consent of both parties.

This Agreement is approved retroactively to July 1, 2019, and the parties, by signing, ratify that all performances and payments rendered, from July 1, 2019 to the date of execution of this Agreement, have been provided consistently with the terms herein.

2. **COST OF SERVICES:** DISTRICT agrees to pay SUPERINTENDENT at the rate of \$95.00 per hour of service during normal business hours, or up to, but not to exceed, \$150 per hour of service provided after normal business hours, as defined in section 3.a. SUPERINTENDENT shall transfer costs from the funds of DISTRICT to the County School Service Fund on or before June 30, 2020. Specific services to be performed will be at the request of the DISTRICT.

3. **ROLE OF SUPERINTENDENT:** SUPERINTENDENT will furnish technology support services to DISTRICT during the term of this Agreement under the direction of SUPERINTENDENT as follows:

- a. Provide a qualified individual(s) to perform technology support services. Services provided will be during normal business hours, defined as any hours worked Monday-Friday between 8:00 a.m. and 5:00 p.m., not to exceed 8 hours per day. Work requested by DISTRICT to be performed outside of these hours will be provided at SUPERINTENDENT's discretion.

b. Pay all travel costs incurred by contract staff member(s) to the central office of the DISTRICT to provide services.

4. ROLE OF DISTRICT: DISTRICT agrees to:

a. Provide workspace, furniture, equipment, software, licenses and other materials used by contract staff member(s) in providing the services under this Agreement.

5. INDEPENDENT CONTRACTOR:

a. This Agreement is entered into by both parties with the express understanding that SUPERINTENDENT will perform all services required under this Agreement as an independent contractor. Nothing in this Agreement shall be construed to constitute SUPERINTENDENT or any of its agents, employees or officers as an agent, employee or officer of DISTRICT.

b. Subject to any performance criteria contained in this Agreement, SUPERINTENDENT shall be solely responsible for determining the means and methods of performing the specified services and DISTRICT shall have no right to control or exercise any supervision over SUPERINTENDENT'S agents, employees or officers as to how the services will be performed. Notwithstanding this independent contractor relationship, DISTRICT shall have the right to monitor and evaluate the performance of SUPERINTENDENT to assure compliance with this agreement.

c. SUPERINTENDENT is responsible for paying all salary, benefits, entitlements and other costs and expenses of its agents, employees or officers, including those required by state or federal law, including, but not limited to: retirement benefits, statutory benefits, workers compensation and group insurance, FICA (Social Security) taxes, state or federal unemployment insurance contributions, state or federal income taxes, disability insurance contributions, and unemployment compensation insurance.

6. INDEMNIFICATION: SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify the other, its 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, including District property, arising from, or in connection with, their performance or their agents, officers and employees under this Agreement. 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.

7. TERMINATION:

a. Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

b. Effects of Termination: Expiration or termination of this Agreement shall not terminate any obligations to indemnify, to maintain and make available any records pertaining to the Agreement, to cooperate with any audit, to be subject to offset, or to make any reports of pre-termination contract activities.

8. ENTIRE AGREEMENT REPRESENTED: This Agreement represents the entire agreement between SUPERINTENDENT and DISTRICT as to its subject matter and no prior oral or written understanding shall be of any force or effect. No part of this Agreement may be modified without the written consent of all parties.

9. NOTICES:

a. Except as may be otherwise required by law, any notice to be given shall be written and shall be either personally delivered, sent by facsimile transmission or sent by first class mail, postage prepaid and addressed as follows:

DISTRICT:
SEQUOIA UNION SCHOOL DISTRICT
23958 Avenue 324
Lemon Cove, California 93244

Phone No.: (559) 564-2106

SUPERINTENDENT:
Tim A. Hire
Tulare County Superintendent of Schools
P.O. Box 5091
Visalia, California 93278-5091

Phone No.: (559) 733-6301

Fax No.: (559) 737-4378

b. Notice personally delivered is effective when delivered. Notice sent by facsimile transmission is deemed to be received upon successful transmission. Notice sent by first class mail shall be deemed received on the fifth day after the date of mailing. Either party may change the above address or phone or fax number by giving written notice pursuant to this paragraph.

10. CONSTRUCTION: This Agreement reflects the contributions of all parties and accordingly the provisions of Civil Code Section 1654 shall not apply to address and interpret any uncertainty.

11. NO THIRD PARTY BENEFICIARIES INTENDED: The parties to this Agreement do not intend to provide any other person, including but not limited to contract staff, with any benefit or enforceable legal or equitable right or remedy.

12. EXHIBITS AND RECITALS: The Recitals and the Exhibits to this Agreement are fully incorporated into and are integral parts of this Agreement.

13. CONFLICT WITH LAWS OR REGULATIONS/SEVERABILITY: This Agreement is subject to all applicable laws and regulations. If any provision of this Agreement is found by any court or other legal authority, or is agreed by the parties, to be in conflict with any code or regulation governing it subject, the conflicting provision shall be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the Agreement to either party is lost, the Agreement may be terminated at the option of the affected party. In all other cases the remainder of the Agreement shall continue in full force and effect.

14. FURTHER ASSURANCES: Each party will execute any additional documents and to perform any further acts as may be reasonably required to effect the purposes of this Agreement.

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

TULARE COUNTY SUPERINTENDENT OF SCHOOLS

Date: _____

By _____

Tim A. Hire
"SUPERINTENDENT"

SEQUOIA UNION SCHOOL DISTRICT

Date: _____

By _____

President, Board of Trustees
"DISTRICT"

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
August 8, 2019

V1. OTHER ACTION ITEMS

Agenda Item 6.6 Tulare County Superintendent of Schools and Sequoia Union School District Library Media Services Agreement for 2019-20:

The Board will be requested to review and approve the Library Media Services Agreement for 2019-20 school year.

Recommendations: Approve Library Services Agreement

On a motion of _____, and seconded by _____
the Board voted to approve the Library Services Agreement.

BOARD MEMBERS AYE NO ABSTAIN ABSENT

Lane Anderson
Anna Eynaud
James McNulty
Nicole Ray
Bradley Ward

Agenda Item 6.6

AGENCY AGREEMENT BETWEEN
TULARE COUNTY SUPERINTENDENT OF SCHOOLS
AND
SEQUOIA UNION SCHOOL DISTRICT
FOR 2019-2020
LIBRARY MEDIA SERVICES

TCOE OFFICE USE
<input checked="" type="checkbox"/> Supt. receiving funds
<input type="checkbox"/> Supt. expending funds
Vendor # _____
Req. # _____
PO # _____

This agreement is entered into between Tulare County Superintendent of Schools, referred to as SUPERINTENDENT, and **Sequoia Union School District**, referred to as DISTRICT/SCHOOL. SUPERINTENDENT supports disseminating successful practices to improve student achievement, including library instructional media resources and services. Therefore, DISTRICT/SCHOOL and SUPERINTENDENT mutually agree to the provisions described below.

1. **TERM.** This agreement shall be effective **July 1, 2019 – June 30, 2020**.

2. **FEE.** The fee shall be **\$3,132.50**
 - a. The fee is based on the Average Daily Attendance (ADA) **358** x \$8.75. The minimum agreement for a single school site with an ADA \leq 86 is \$750.
 - b. The agreement fee is due upon receipt of invoice and no later than February 2020. Tulare County public DISTRICTS/SCHOOLS authorize transfer to the County School Service Fund from DISTRICT/SCHOOL Instructional Funds. DISTRICT/SCHOOL will be contacted annually to renew access to services.
 - c. The following sites are covered by this agreement: **Sequoia Union School (K-8)**.

3. **SERVICES.**
 - a. SUPERINTENDENT agrees to:
 - i. Provide online access to the Educational Resource Services Multimedia Portal. Resources, with correlations to the California Standards, include licensed video streaming, research and reference sources, eBooks (many with audio and/or visual enhancement), and curriculum builder, resource management, and differentiation tools.
 - (1) SUPERINTENDENT will provide each teacher and administrator with a username and password to the ERS Portal for access to online subscription content and to reserve materials. Each school will be provided with a generic student login, allowing students access to resources at school and at home; parents have access to the ERS Portal via their student's login. Login credentials are site/program specific and should only be shared with staff and students at the sites listed in this contract.
 - (2) Annual on-site ERS Portal Presentations, digital citizenship, and information literacy training are available for DISTRICT/SCHOOL staff upon request.
 - ii. Provide circulating access to educational resource materials including print media, STEM kits, robotics, primary document reproductions, art prints, realia, and DVDs.
 - (1) Print media includes core and extended literature in English and Spanish, fiction, informational text, Big Books, and professional development titles.
 - (2) Small group and classroom book/multimedia kits are available, with the option of requesting a customized book/multimedia bundle.
 - (3) In-person access to media at the ERS Library and Multimedia Center is available year round: Monday – Friday, 8:00am – 5:00pm (closed TCOE observed holidays).

- (4) SUPERINTENDENT staff will deliver and pick up circulating materials when materials have been reserved or a pickup has been requested.
- (a) DISTRICT/SCHOOL staff will reserve materials online, by phone, or in person prior to the scheduled delivery day.
 - (b) DISTRICT/SCHOOL staff will renew their checkouts or return circulating items to a centralized location and submit a pickup request by the due date.
- iii. Provide the services of the ERS Library Media Supervisor, a credentialed librarian and holder of the Library Media Teacher Services Credential, as "Librarian of Record" for any DISTRICT/SCHOOL that does not employ a credentialed librarian. Ed Code 44868 allows a DISTRICT/SCHOOL to employ non-credentialed personnel to assist in the provision of school library services, however these individuals do not supersede the Ed Code requirement that a credentialed librarian provide oversight of school library services. This agreement further fulfills the DISTRICT/SCHOOL's obligation under Education Code, sections 18100 and 18120. A DISTRICT/SCHOOL is in compliance with the law when it contracts for library services with SUPERINTENDENT for the services of a credentialed librarian.
- iv. Provide consultant services relative to the development of library programs, including library facility planning and training of library personnel in provision of library services. These include the use of digital resources, library management software training, and collection development.
- (1) DISTRICT/SCHOOL will be invited to send library personnel from each contracting site to participate in the ERS Library & Multimedia Center's bi-monthly Library Multimedia Network meetings dedicated to school library development, exploring new technologies, and discovering how to promote and use the ERS Portal resources.
- v. Provide technology consultation supporting DISTRICT/SCHOOL needs.
- (1) A maximum of one, free, on-site technology support day per contracting site (see Section 2c) may be used for training DISTRICT/SCHOOL personnel, for technology-focused professional development on a variety of technology tools (e.g. G Suite, Microsoft Office Applications, Robotics/Coding Applications, etc.), and/or for consulting with DISTRICT/SCHOOL administration to assist with planning technology implementation by our Instructional Technology Specialists. As an alternative to the on-site technology day, the ERS Library now offers a voucher program allowing up to 12 contracting site personnel to attend designated Tech Tools sessions held at the TCOE Doe Avenue Complex and led by our Educational Technology Specialists.
- vi. The Library and Multimedia Center's Teacher Resource Center (TRC) will be open for extended hours beyond the classroom day to accommodate teaching schedules. Contracting DISTRICT/SCHOOL staff may bring their own supplies and use TRC equipment. Equipment includes: color and B&W photocopiers, a poster printer, 27" and 42" laminators, 1.25" and 3" button makers, as well as Ellison and AccuCut die-cut shapes. Contracting sites pay a reduced fee for copying, printing, laminating, and button making.
- (1) The TRC sells pre-designed posters and ready-to-go packs of classroom support materials.
 - (2) The TRC can print posters designed by teachers or the TRC staff can design posters and other materials to teacher specifications (at an additional fee for SUPERINTENDENT staff time).

(3) TRC-made materials including posters, ready-to-go packs, and other classroom support materials can be delivered after completion on the next scheduled delivery day or by mail (postal shipping fee will apply).

b. DISTRICT/SCHOOL agrees to:

- i. Respond to SUPERINTENDENT'S email request to update the previous year's DISTRICT/SCHOOL staff list within a month of the start of the school year, for ERS Portal username and password assignments. Initial email will be sent by Sara Torabi; return all changes and updates to her at sara.torabi@tcoe.org. If you have additional questions about submission or format, please call 559-651-3031.
- ii. Reimburse SUPERINTENDENT for the replacement value of any item lost, destroyed, or stolen; and pay for repair costs for items damaged while in its possession.
- iii. Understand and acknowledge that copying of any materials owned or licensed by SUPERINTENDENT under this agreement is prohibited by federal copyright laws. This includes, but is not limited to, videotaping, audio taping, and photocopying.
- iv. Contact Debra Lockwood, Library Media Supervisor, if there are any questions or concerns about the terms of this agreement at 559-651-3042 or debra.lockwood@tcoe.org.

4. INDEMNIFICATION. SUPERINTENDENT and DISTRICT/SCHOOL 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/SCHOOL 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.

5. CANCELLATION OF AGREEMENT. This agreement may be cancelled by SUPERINTENDENT and DISTRICT/SCHOOL if any of the conditions of this agreement are not completed.

6. SPECIAL PROVISIONS. SUPERINTENDENT shall comply with all laws, rules and regulations applicable to such work.

a. SUPERINTENDENT acknowledges that the services provided by its employees may involve limited contact with students and, as such, each member of the team will have background checks pursuant to the Education Code.

b. The Agreement may be amended by the mutual written consent of the parties hereto.

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

DISTRICT/SCHOOL

Perry Jensen,
Superintendent
Sequoia Union School District
23958 Avenue 324 (PO Box 44260)
Lemon Cove, CA 93244
pjensen@sequoiunion.org

By  _____

Date 4/22/2019

SUPERINTENDENT

Craig Wheaton, Ed.D.
Deputy Superintendent, Administrative Services
Tulare County Office of Education
P.O. Box 5091
Visalia, CA 93278-5091

By _____

Date _____

If this agreement meets with your approval, please sign then return a scanned copy via email to:

Sara A. Torabi
Instructional Consultant Support/Library Media Technician
sara.torabi@tcoe.org
(559) 651-3031

A countersigned copy of this agreement will be returned to you as soon as it is available.

TCOE Contact: Debra Lockwood, 559-651-3042
FORM REVISED 2/5/19

Budget: 010-0-0-0-242000-86890-0-0-0 100%