

**Board of Trustees
May 10, 2018
Regular Meeting**

1. OPEN SESSION 6:00 P.M.

Call to Order
Flag Salute

11. REPORTS & DISCUSSION

2.1 Comments From the Public
Board Policy #9323 Allows Each Individual Three Minutes for Public Comment

111. REPORTS & DISCUSSION

3.1 Superintendent's Report

3.2 Parent's Guild

3.3 S.S.C. Update

3.4 S.E.T.A. Update

3.5 Local Control and Accountability Plan (LCAP)

3.6 Strategic Planning Update

3.7 Charter School Update

3.8 Action Plan for Students With Exceptional Needs

3.9 Budget Review

1V. ACTION SESSION

4.1a Approval of the April 12, 2018 Regular Meeting Minutes

4.1b A.D.A. Report

4.1c Cafeteria Report

4.1d Approve Payment of Bills for May

4.1e Approve Payroll for May

4.1f Approve Budget Report/Revisions

OTHER BUSINESS ITEMS

4.2a Budget Hearing Planning Form

V. OTHER ACTION ITEMS

- 5.1 Update on Well Project and Approval of Claims – Nick Keller/Keller-Wegley Engineers
- 5.2 Resolution – In the Matter of Ordering Regular Governing Board Member Elections; Specifications of the Election Order
- 5.3 Notifying County Superintendent of Board’s Decision Whether to Appoint or Call Election for Board Vacancy
- 5.4 Discussion of New Board Membership, and Questions For Applicants
- 5.5 2018-19 School Calendar
- 5.6 Results of Surveys
- 5.7 Educational Resource Services Library Media Services Contract
- 5.8 Board Policy 1240(a) Volunteer Assistance-Fingerprinting Policy
- 5.9 Interdistrict Agreement Requests
- 5.10 Approve to Purchase My Math and Math for K-8
- 5.11 Approve to Purchase Illuminate and Cancel Infinite Campus
- 5.12 S.I.A. Contract – Services for Accountability and Mandate Costs

V1. CLOSED SESSION – (Gov’t. Code Section 54956.9; and, 54954.5)

-CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of Litigation Pursuant to Subdivision of Government Code 54956.9

-PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title-Superintendent

-PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title- M.O.T. Supervisor

V11. ADJOURNMENT

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.1 Superintendent's Report:

The Board will be presented with a report on Instructional Programs, Operations, Personnel, and Maintenance and Transportation.

Agenda Item 3.1

Response to Board of Trustees

School Board Meeting

May 4, 2018

3.1 Superintendents Report:

- Continue to work on budget constraints
 - Unforeseen Expenses - AT&T \$21, 000.00
 - Unforeseen Expenses – USAC \$19,681.00
- Must consider not filling vacant Certificated positions to offset budget shortfalls
- Strongly urge that the School Calendar be approved
- ASP Survey demonstrates that there is reasonable acceptance of the “Pay as you go” concept for the program
- Classified and Certificated Surveys have been submitted to the Board
- My Self-Evaluation has been presented to the board
- Student Survey for graduation was submitted to the board. Certificated Staff Members discussed positive aspects of an early Graduation time

3.2 Parent’s Guild:

3.3 S.S.C:

The School Site Council will conduct a final vote on the LCAP Worksheet. Discussions on the budget with Velinda, as well as discussions about class sizes.

3.4 S.E.T.A. Update

- S.E.T.A. Membership has requested to negotiate

3.5 Local Control and Accountability Plan (LCAP)

- Several Meetings with TCOE LCAP Representatives.
- LCAP Addendum (A new report for the Federal Government) has been written and has been submitted for School Board’s approval. Must be submitted to TCOE and Federal Representatives prior to August.
- I am currently working on the LCAP Report
- LCAP Worksheet approved (tentatively) by School Site Council

3.6 Strategic Planning Update

Mrs. Amaral is rewriting (at her request) and we will discuss in the following week, for presentation to parents and the board.

3.7 Charter School Update

- Mrs. Finrock has been awarded another Grant
- We have parents that are inquiring about starting a 4H Chapter at Sequoia Union
- If a Certificated Staff Member is willing to pursue an Ag Certification, we could apply for Charter Membership in the FFA
- Approval of CIMAS Contract would provide us with a UC relationship.

Each of these would further the effort to demonstrate a program that would help state consideration of a request to convert to a District Charter. They might still recommend Magnet Concept.

3.8 Action Plan for Students with Exceptional Needs

- Learning Lab continuing to oversee testing and data desegregation.
- Staff is reviewing 3 different web-based programs that will provide supplemental learning for all students, whether they are below, at, or above grade level in their learning

These two elements will help teachers differentiate teaching strategies for all their assigned students; increasing our ability to positively affect student learning

3.9 Budget Review

- Velinda has provided a breakdown of costs related to the budget, as well as potential issues to plan for

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.2 Parent's Guild:

A member from the Parent's Guild will give an update to the Board

Agenda Item 3.2

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.3 School Site Counsel Update:

Agenda Item 3.3

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.4 S.E.T.A. Update:

A member from S.E.T.A. will give an update to the Board Members

Agenda Item 3.4

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.5 Local Control and Accountability Plan (LCAP):

Agenda Item 3.5

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.6 Strategic Planning Update:

Agenda Item 3.6

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.7 Charter School Update:

Agenda Item 3.7

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.8 Action Plan for Students With Exceptional Needs:

Agenda Item 3.8

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.9 Budget Review:

Agenda Item 3.9

2017-18 Budget overview:

Loss of some revenues:

- \$153,678 no Prop 39 monies this year – This was a grant
 - \$45,000 no well monies projected – No monies projected because we needed to go through bid process and we are not finished with this
 - \$46,926 mandate costs reimbursements
 - \$35,434 deficit in cafeteria fund – We continue to have a negative balance in our cafeteria account
 - \$136,229 loss of 25 students from P2 of last year (April 15, 2017 – October 4, 2018 Cal Pads) (Reflected on 2nd Interim) – Students moved or left our District
 - \$29,535 REAP (*Rural Education Achievement Program*) funds – This was a grant
- (Total revenue loss \$446,802)

Costs incurred this year:

- Hired 2 new teachers \$178,708 – This item was budgeted for
- Furnished new classrooms - \$10,056 Virco – This item was budgeted for
- Carpet \$2,198.87 – This item was budgeted for
- Unexpected increase in instructional aides contracts due to 504 requirements \$27,088.00 – Not budgeted
- K-5 Reading Wonders adopted materials \$48,899 – This item was budgeted for
- New classified contracts to reflect increase in minimum wage requirements/added longevity: \$33,398 – This item was budgeted for

Unforeseen invoices:

- Verizon invoice \$18,022.64
 - USAC (e-rate) \$19,681.20
 - A.T. & T. contract-internet \$21,000
- (Total: \$58,703.84)

Unsettled amounts:

- Still have not settled with management staff for new contracts/longevity
- S.E.T.A. requested to open for negotiations

Our current deficit is \$-392,638.07

Original budget: -\$200,700

Contributing factors:

Loss of revenues \$153,678 Prop 39 monies

Loss of revenues \$ 46,926 Mandate cost reimbursements

2nd Interim report budget -\$392,638.07

Contributing factors:

\$136,299 loss of A.D.A.

\$27,088 increased aides time

Projected plans for encroachment for the 2018-19 year:

-Not filling two teaching positions-\$178,000

-Eliminating the after school program -\$40,900 or charge per student with no after school bus
-(Alternative Concept based upon survey sent out regarding the ASP – Parents will pay \$5.00 dollars per day, per child. Total annual cost of \$900.00 per child if they attend all 180 school days. Similar to those who pay for meals, the ASP cost should be paid up front either weekly or monthly. Good records maintained by ASP Staff to ensure that parents receive services appropriate to the balance of their payments. ASP Program to be run in a similar fashion to 21st Century and ASES Programs with a defined program.)

- Staff use of printing services to be limited. Paper consumption and reprographic ink costs will be reduced.

- Line Item Prioritization of Facility repairs and maintenance. Defer repairs and maintenance that can be deferred. Research cost differences between in-house repairs vs. contract repairs.

Potential Shortfalls to Sequoia Union Elementary:

- State decision on School having to hire School Resource Officers *(Not to be funded by the state. Cost of an SRO and his/her annual training would come out of general budget.)*

- Creation of a Primary School Program within the District or creation of a Memorandum of Understanding with a Head Start Program. *(This would require a separate building, with its own playground area, and these students would NOT eat with other school students.)*

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

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 April 12, 2018 Regular Meeting Minutes
- 4.1b Approve A.D.A. Report
- 4.1c Cafeteria Report
- 4.1d Approve Payment of Bills for May
- 4.1e Approve May Payroll
- 4.1f Approve Budget Report /Revisions

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>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 4.1a

**oard of Trustees
Regular Meeting
April 12, 2018**

Board of Trustees of the Sequoia Union Elementary School held a regular meeting on April 12, 2018 at 23958 Ave. 324, Lemon Cove, CA.

MEETING CALLED TO ORDER: President of the Board Milo Gorden called the meeting to order at 6:00 P.M. after the flag salute.

MEMBERS PRESENT: Anna Eynaud, Milo Gorden, Matt McEwen, James McNulty; and, Bradley Ward

MEMBERS ABSENT: None

VISITORS PRESENT: There were several visitors present at the meeting

COMMENTS FROM THE PUBLIC: There were no comments from the public

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board motioned to move to item 6.1 under Other Action Items.

OTHER ACTION ITEMS: Update on Well Project and Approval of Claims – Nick Keller/Keller-Weqley Engineers:
Nick Keller presented a request for two claims to approved. One in the total of \$9,042.19 and the second in the amount of \$12,134.71. Also, he asked for support in getting reimbursement from DWR for reimbursement of prior claims.

On a motion of James McNulty; and, seconded by Matt McEwen the Board approved the claims for reimbursement. Also, the Board approved calling Senator Vidak's office to follow up on the grant monies.

On a motion of Matt McEwen; and, seconded by Bradley Ward the Board voted to move back to 3.1 under Reports and Discussion.

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

Parent's Guild:
Stephanie Amaral submitted her report from the Parent's Guild which Mr. Jensen read to everyone.

School Site Counsel Update:

Mr. Jensen stated that the School Site Counsel met on April 11, 2018 and discussed the LCAP and short throw projectors for teachers. After school program survey will go out to all parents.

S.E.T.A. Update:

De De Wilson presented their proposal to the Board members.

L.C.A.P.

The L.C.A.P. was reviewed.

Strategic Planning Update:

Stephanie Amaral will re-write and will be presented for review. It was suggested that the planning session be advertised so all parents/staff have input. Also, a suggestion that surveys be sent out for input.

Charter School Update:

Mr. Jensen stated that the teachers have started their garden boxes. The land purchase will be finalized tomorrow. Nicole Ray spoke to the members and audience regarding a FFA program.

Action Plan for Students With Exceptional Needs:

Jenna Holly put information together for the Board regarding student progress in AIMS and Renaissance Learning. Expenditures for programs to track student progress will be included in the LCAP.

Fingerprinting Update:

This is the final reading of the updated policy

CSBA Board Self-Evaluation Results:

Survey was reviewed with Board and audience. Some suggestions were made. Also, the Gammet on-line was discussed .

ACTION SESSION:

On a motion of Anna Eynaud; and, seconded by James McNulty the Board voted to approve the consent agenda items.

Consolidated Application - Part 2 for 2017-18:

The consolidated application – part 2 was reviewed with the members and audience.

On a motion of Matt McEwen; and, seconded by James McNulty the Board voted to approve the consolidated application – part 2 for 2017-18.

PERSONNEL: Accept Letter of Resignation from Certificated Employee:
On a motion of James McNulty; and, seconded by Anna Eynaud the Board accepted the letter of resignation from Shari Karjala.

OTHER ACTION ITEMS: Update on C.I.M.I.S. station on School Campus:
Mr. Jensen stated that we are waiting from Lozano-Smith regarding the changes in the contract language.

Facilities Bond Measure – Update:
No update

2018-19 Calendar:
This item was tabled

CLOSED SESSION: On a motion of Anna Eynaud; and, seconded by James McNulty the Board adjourned into Closed Session at 8:00 P.M.

On a motion of Bradley Ward; and, seconded by Matt McEwen the Board returned to Open Session. Reported out by President of the Board Milo Gorden there was a discussion only, no decisions were made.

ADJOURNMENT: On a motion of Bradley Ward; and, seconded by Matt McEwen the Board voted to adjourn the meeting.

Attendance School District ✓

Fiscal Year: 2017-18
 P-2
 Certificate Number: 05C9D33B

County: Tulare
 District: Sequoia Union Elementary
 CDS CODE 54 72116

Regular ADA	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	A-1 0.00	0.00	29.88 ✓	0.00	29.88
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	A-2 0.00	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3 0.00	0.00	0.00	0.00	0.00
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4 0.00	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)	A-5 0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)	A-6 0.00	0.00	29.88	0.00	29.88
Other					
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-1 0.00	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-2 0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Tulare
 District: Sequoia Union Elementary
 CDS CODE 54 72116
 Fiscal Year: 2017-18
 P-2
 Certificate Number: 05C9D33B

	B-3		0.00	0.00	0.00	0.00
Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens						0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-4		0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	B-5		0.00			0.00
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)	B-6				0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)	B-7					0.00

Attendance School District

County: Tulare Fiscal Year: 2017-18
 District: Sequoia Union Elementary P-2
 CDS CODE 54 72116 Certificate Number: 05C9D33B

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00	0.00

Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a)(3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00	0.00

✓ Attendance Charter School

County: Tulare

District: Sequoia Union Elementary : Sequoia Union Elementary

CDS CODE 54 72116 6054340 1829

Fiscal Year: 2017-18

P-2

Certificate Number: 61D0DB8D

Did the charter school cease operation during the current fiscal year? No

Is this charter school in its first year of operation? No

Enter Date (month, day, year) that instruction commenced / /

Does this charter school operate multiple instructional tracks? No

Single Track Days of Operation 0

What is the site type of the charter school? Site-based

Regular ADA

	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA	A-1 142.41	104.42	33.30	0.00	280.13 ✓
Classroom-based ADA included in A-1	A-2 142.41	104.42	33.30	0.00	280.13
Extended Year Special Education [EC 56345(b) (3)] (Divisor 175)	A-3 0.00	0.00	0.00	0.00	0.00
Classroom-based ADA included in A-3	A-4 0.00	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366(a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-5 0.00	0.00	0.00	0.00	0.00
Classroom-based ADA included in A-5	A-6 0.00	0.00	0.00	0.00	0.00
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366(a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-7 0.00	0.00	0.00	0.00	0.00

California Department of Education

Principal Apportionment Data Collection Software

Attendance Charter School

County: Tulare
 District: Sequoia Union Elementary : Sequoia Union Elementary
 CDS CODE 54 72116 6054340 1829
 Fiscal Year: 2017-18
 Certificate Number: 61D0DB8D P-2

	A-8	A-7	A-8	A-7	A-8	A-7	A-8	A-7	A-8	A-7
Classroom-based ADA included in A-7			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-7 excluding classroom-based ADA)	A-9		142.41	104.42	33.30	0.00	0.00	280.13		
Classroom-based ADA Totals (Sum of A-2 through A-8 including only classroom-based ADA)	A-10		142.41	104.42	33.30	0.00	0.00	280.13		
Non classroom-based ADA Totals (Difference of A-9 and A-10)	A-11		0.00	0.00	0.00	0.00	0.00	0.00		0.00

Other

ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1, A-3, A-5 and A-7, TK/K-3 Column, First Year ADA Only)

B-1	4.66							4.66		
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Non classroom-based ADA not eligible for funding pursuant to EC 47612.5(b) and 51745.6 and not included in A-11

B-2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
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Course Based Independent Study ADA, pursuant to EC 51749.5, included in A-11

B-3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
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Course Based Independent Study ADA not eligible for funding, pursuant to EC 47612.5(b) and 51745.6, included in B-2

B-4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
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SEQUOIA UNION SCHOOL DISTRICT

Cafeteria Fund

12-Apr-18

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit				
Fed. State	71,122	74,933.29	60,000	63,174.92
State Rev.	6,483	5,478	5000	4,682.56
Interest			35	39.32
Fair market value				-75.34
Local Rev.	44,650	13,261.61	35,000	35,841.81
Total Rev.	\$122,255	93,673.22	100,035	103,663.27
Expenditures				
Classified salaries	68,065	55,131.08	59,951	50,643.69
Benefits	34,424	27,628.27	30,741	24,586.22
Textbooks/supl.	55,000	37,003.75	53,714.36	47,020.59
Dues/Memberships				
Travel/Staff Devel.	200		103.14	103.14
Total Expenditures	157,689	119,763.10	144,510	122,353.64
Surplus/Deficit				
Interfund Transfers Out				
Beginning Balance				
Projected Ending Balance				
Components of ending Balance				
	Designated Res.	Revolving Fund	Undesignated	Contributions
				35,434

Accounts Payable Final PreList - 4/12/2018 3:53:46PM

*** FINAL ***

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013790	A. T. & T. Mobility	PV-180316	4/12/2018		287259272862	March invoice	011-00000-0-00000-82000-55000-0	\$469.03			
	A. T. & T. Mobility		4/12/2018		287259272862	March invoice	010-00000-0-00000-82000-55000-0	\$57.97			
							Total Check Amount:	\$527.00			
013192	AT&T	PV-180349	4/12/2018		0207858051001	March invoice	011-00000-0-00000-82000-55000-0	\$132.57			
	AT&T		4/12/2018		0207858051001	March invoice	010-00000-0-00000-82000-55000-0	\$16.39			
							Total Check Amount:	\$148.96			
013123	BANK OF THE SIERRA	PV-180348	4/12/2018		4798510040590032	Audible/kinderlime/interest	011-00000-0-00000-71500-43000-0	\$33.33	M		
	BANK OF THE SIERRA		4/12/2018		4798510040590032		010-00000-0-00000-71500-43000-0	\$4.12	M		
	BANK OF THE SIERRA		4/12/2018		4798510040590032		011-00000-0-00000-71500-58000-0	\$14.55	M		
	BANK OF THE SIERRA		4/12/2018		4798510040590032		010-00000-0-00000-71500-58000-0	\$1.80	M		
							Total Check Amount:	\$53.80			
013659	Battery Systems - Visalia	PV-180347	4/12/2018		2500188	Battery for lift	011-00000-0-00000-82000-43000-0	\$258.40			
	Battery Systems - Visalia		4/12/2018		2500188		010-00000-0-00000-82000-43000-0	\$31.94			
							Total Check Amount:	\$290.34			
013883	Central Valley Business Forms	PV-180346	4/12/2018		211558	Cumulative folders	011-00000-0-00000-71500-43000-0	\$683.33			
	Central Valley Business Forms		4/12/2018		211558		010-00000-0-00000-71500-43000-0	\$84.46			
							Total Check Amount:	\$767.79			
014023	Citi Cards	PV-180344	4/12/2018		0426	Weed killer/keyboards/trencher/janitorial suppl.	011-00000-0-00000-82000-43000-0	\$1,337.65	M		
	Citi Cards		4/12/2018		0426		010-00000-0-00000-82000-43000-0	\$165.33	M		
	Citi Cards		4/12/2018		0426		011-00000-0-00000-71500-43000-0	\$403.41	M		
	Citi Cards		4/12/2018		0426		010-00000-0-00000-71500-43000-0	\$49.86	M		
							Total Check Amount:	\$1,956.25			

Accounts Payable Final PreList - 4/12/2018 3:53:46PM

*** FINAL ***

Batch No 140
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
011909	CULLIGAN WATER CONDITIONING	PV-180343	4/12/2018	16774	16774	010-00000-0-00000-82000-55000-0		\$71.83		
	CULLIGAN WATER CONDITIONING		4/12/2018	16774	16774	March invoice		\$581.17		
012047	EMPLOYMENT DEVELOPMENT DEPT	PV-180328	4/12/2018	94238342	94238342	011-00000-0-00000-82000-55000-0		\$653.00		
						1st Quarter unemployment insurance		\$252.37		G
013871	FGL Environmental	PV-180342	4/12/2018	4011233	4011233	010-00000-0-00000-82000-55000-0		\$647.92		
	FGL Environmental		4/12/2018	4011233	4011233	Water testing		\$80.08		
013591	Fresno Hauling	PV-180341	4/12/2018	Sequoia Union	Sequoia Union	011-00000-0-00000-82000-55000-0		\$728.00		
	Fresno Hauling		4/12/2018	Sequoia Union	Sequoia Union	April invoices		\$528.60		
014020	Frontier	PV-180340	4/12/2018	Sequoia Union	Sequoia Union	010-00000-0-00000-82000-55000-0		\$65.34		
	Frontier		4/12/2018	Sequoia Union	Sequoia Union	April invoices		\$55.27		
012704	FRUIT GROWERS SUPPLY CO	PV-180323	4/12/2018	103801	103801	011-00000-0-00000-82000-43000-0		\$593.94		
	FRUIT GROWERS SUPPLY CO		4/12/2018	103801	103801	Round-up/oxystar pest/gloves/caution tape		\$447.16		
002430	GRIGGS INC, JACK	PV-180335	4/12/2018	71885	71885	010-00000-0-00000-82000-43000-0		\$33.97		
	GRIGGS INC, JACK		4/12/2018	71885	71885	Propane		\$308.75		
								\$1,972.53		
								\$243.80		
								\$2,216.33		

Accounts Payable Final PreList - 4/12/2018 3:53:46PM

*** FINAL ***

Batch No 140
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
014053	Infinity Communications	PV-180339	4/12/2018	7642			011-00000-0-00000-71500-58000-0	\$1,902.37		
	Infinity Communications		4/12/2018	7642			Erate consulting fee 010-00000-0-00000-71500-58000-0	\$235.13		
013944	Insignia Software Corp.	PV-180338	4/12/2018	5410			011-07200-0-11100-10000-43000-0	\$2,137.50		
	Insignia Software Corp.		4/12/2018	5410			Annual library software fee 010-07200-0-11100-10000-43000-0	\$578.50		
							Total Check Amount:	\$71.50		
013723	Janelle McClain	PV-180345	4/12/2018				011-07200-0-11100-10000-52000-0	\$650.00		
	Janelle McClain		4/12/2018				"Learning without tears" conference expense 010-07200-0-11100-10000-52000-0	\$206.28		
							Total Check Amount:	\$25.50		
011817	JORGENSEN & COMPANY INC	PV-180336	4/12/2018	5727043			011-00000-0-00000-82000-55000-0	\$231.78		
	JORGENSEN & COMPANY INC		4/12/2018	5727043			Ansul system service semi-annual 010-00000-0-00000-82000-55000-0	\$188.66		
							Total Check Amount:	\$23.32		
013709	Key Evidence Lock & Safe	PV-180334	4/12/2018				011-00000-0-00000-82000-43000-0	\$211.98		
	Key Evidence Lock & Safe		4/12/2018				6 padlocks/ 120 standard keys 010-00000-0-00000-82000-43000-0	\$601.43		
							Total Check Amount:	\$74.34		
014063	Learning Without Tears	PV-180351	4/12/2018	187327-1			011-07200-0-11100-10000-52000-0	\$675.77		
	Learning Without Tears		4/12/2018	187327-1			Handwriting workshop 010-07200-0-11100-10000-52000-0	\$267.00		
							Total Check Amount:	\$33.00		
013774	Lozano-Smith	PV-180333	4/12/2018	1029			011-00000-0-00000-71500-58000-0	\$300.00		
	Lozano-Smith		4/12/2018	1029			Legal services 010-00000-0-00000-71500-58000-0	\$1,099.48		
							Total Check Amount:	\$135.90		
							Total Check Amount:	\$1,235.38		

Accounts Payable Final PreList - 4/12/2018 3:53:46PM

*** FINAL ***

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
012998	MAJOR SYSCO	PV-180325	4/12/2018		751834		130-53100-0-00000-37000-43000-0	\$742.52			
	MAJOR SYSCO		4/12/2018		751834	Cafeteria suppl.	130-53100-0-00000-37000-47000-0	\$3,004.34			
013747	Mission Uniform Service	PV-180330	4/12/2018		219819		011-00000-0-00000-82000-43000-0	\$3,746.86			
	Mission Uniform Service		4/12/2018		219819	Uniforms/mats/towels/mops	010-00000-0-00000-82000-43000-0	\$857.32			
013171	OFFICE DEPOT	PV-180332	4/12/2018		28266812		011-11000-0-11100-10000-43000-0	\$963.29			
	OFFICE DEPOT		4/12/2018		28266812	Rolls of tickets	010-11000-0-11100-10000-43000-0	\$53.02			
014048	Perry Jensen	PV-180337	4/12/2018				011-00000-0-00000-82000-43000-0	\$59.58			
	Perry Jensen		4/12/2018			Dry cleaning/white board mounting/training books	010-00000-0-00000-82000-43000-0	\$54.21			
	Perry Jensen		4/12/2018				011-00000-0-00000-71500-43000-0	\$6.71			
	Perry Jensen		4/12/2018				010-00000-0-00000-71500-43000-0	\$171.44			
	Perry Jensen		4/12/2018				011-00000-0-00000-71500-52000-0	\$21.20			
	Perry Jensen		4/12/2018				010-00000-0-00000-71500-52000-0	\$37.20			
012151	PRODUCERS	PV-180331	4/12/2018		717312		010-00000-0-00000-71500-52000-0	\$295.36			
						Cafeteria suppl.	130-53100-0-00000-37000-47000-0	\$711.57			
014064	Raptor Technologies	PV-180350	4/12/2018		89088		011-00000-0-00000-71500-58000-0	\$711.57			
	Raptor Technologies		4/12/2018		89088	ID reader/badges/label printer/door signs	010-00000-0-00000-71500-58000-0	\$1,424.00			
013501	Renaissance Learning	PV-180329	4/12/2018		435284		011-07200-0-11100-10000-43000-0	\$1,600.00			
	Renaissance Learning		4/12/2018		435284	Renewal for STAR, Accelerated reader	010-07200-0-11100-10000-43000-0	\$8,316.60			

Accounts Payable Final PreList - 4/12/2018 3:53:46PM

*** FINAL ***

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
012054	TULARE COUNTY DEPT OF EDUC.	PV-180320	4/12/2018				010-00000-0-00000-71500-58000-0	\$164.61			
					Sequoia Union		TB for staff/CPR classes/behavior tutor				
011944	TULARE COUNTY HEALTH SERVICES	PV-180319	4/12/2018		0170204		011-00000-0-00000-71500-58000-0	\$318.62	H		
	TULARE COUNTY HEALTH SERVICES		4/12/2018		0170204		School/kitchen permit	\$39.38	H		
							010-00000-0-00000-71500-58000-0				
013779	US Bank	PV-180317	4/12/2018				011-00000-0-00000-82000-56000-0	\$417.05	M		
	US Bank		4/12/2018				Copier prop damage	\$51.55	M		
							010-00000-0-00000-82000-56000-0				
013416	VISALIA UNIFIED	PV-180318	4/12/2018				011-07230-0-00000-36000-51000-0	\$5,206.32			
	VISALIA UNIFIED		4/12/2018				Trans. contract/after school miles/sports miles	\$643.58			
	VISALIA UNIFIED		4/12/2018				010-07230-0-00000-36000-51000-0	\$332.41			
	VISALIA UNIFIED		4/12/2018				011-00000-0-11100-10000-43000-0	\$41.09			
	VISALIA UNIFIED		4/12/2018				010-00000-0-11100-10000-43000-0	\$640.80			
	VISALIA UNIFIED		4/12/2018				011-07200-0-11100-10000-43000-0	\$79.20			
							010-07200-0-11100-10000-43000-0				
							Total Check Amount:	\$6,943.40			

Tulare County Office of Education

4/12/2018
3:53:46PM

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APY500

Accounts Payable Final PreList - 4/12/2018 3:53:46PM

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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*** FINAL ***

Batch No 140

Audit

Total District Payment Amount: \$72,959.74

Tulare County Office of Education
Order to Pay/Payroll Transmittal
 Form PS04P - Payroll

Month/Day/Year: 4/18/18

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.

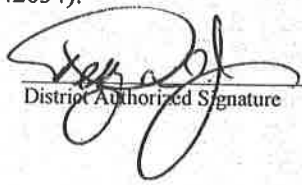
Districts that perform their own payroll input will sign and submit the Order to Pay on the last page of their Payroll Final printout rather than use this form.

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 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>0</u>	No. Enclosed <u>0</u>
Form W-4 Withholding	No. Enclosed <u>1</u>	No. Enclosed <u>1</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>106,627.71</u>	Total Amount \$ <u>46,350.50</u>

106,627.71 4/18/18
ym

The Sequoia Union Sch. 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

4/18/2018
 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 1/1

Received & Processed By _____

SEQUOIA UNION SCHOOL DISTRICT

Charter School -011

10-May-18

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit	\$2,292,621	1,553,145.50	2,242,158	1,607,022.40
Fed. State	90,697	0	17,072.57	52466.24
State Rev.	140,100	85,719.36	67,989	-130869.8
Local Rev.		359.5		
Total Rev.	\$2,523,418	1,639,224.36	2,327,220	1,528,618.84
Expenditures				
Certificated salaries	1,214,185	912,490.88	923,870.33	733,148.59
Classified salaries	513,031	394,068.62	333,681	305,803.88
Benefits	725,324	514,794.76	429,602.87	412,718.04
Textbooks/supl.	255,905	141,096.25	28,575	74,148.41
Dues/Memberships	4,000	5,136.19	4,895	3,172.85
Travel/Staff Devel.	26,494	6,150.58	14,870	12,026.31
Insurance	2,000	15,626.62	1,527.24	0
Housekeeping	120,000	107,925.80	115,700	106,612.33
Rental/Leases/Rep.	23,000	33,647.89	44,500	21,809.24
Pension Penalties				
Services	80,497	35,044.15	85,275.24	45,818.76
Subagreements	28,635	18,222.13		12,981.67
Capital Outlay	2,115	2,114.18		
Other Outgo				
Indirect Costs				808.12
Total Expenditures	2,995,186	2,186,318.05	1,982,496.68	1,729,048.20
Surplus/Deficit	-471,768.00			
Interfund Transfers Out				
Beginning Balance	28,477.95			
Projected Ending Balance	-443,290.05			
Components of ending Balance				
	Designated Res.	Revolving Fund	Undesignated	Contributions

SEQUOIA UNION SCHOOL DISTRICT

District - 010

10-May-18

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit	\$553,725	859,394.68	553,725	1,688,072.71
Fed. State	42,639	42,844.21	126,464.76	12,835.39
State Rev.	145,911	67,884.01	363,276	468,031.97
Local Rev.	31,110	32,576.85	31,200	8,079.75
Increase/Decrease in fair market value				
Total Rev.	\$773,385	1,002,699.75	1,074,666	2,177,019.82
Expenditures				
Certificated salaries	132,887.98	132,610.81	161,381	224,329.26
Classified salaries	80,372	69,536.51	193,377	161,534.50
Benefits	152,158	73,836.15	189,637	122,092.92
Textbooks/supl.	54,998.81	33,446.59	159,245	72,557.85
Dues/Memberships	1,000.00	634.81	605	1,691.73
Travel/Staff Devel.	4,689	4,355.37	23,497	31,254.13
Insurance	19,000.00	1,931.38	11,758.76	17,633
Housekeeping	23,000.00	15,185.38	14,300	22,485.19
Rental/Leases/Rep.	27,000.00	4,027.88	6,000	25,848.90
Pension Penalties	10	11.87		8.62
Other Tuition, COE	2000			821
Services	29,594.04	56,223.19	63,378.26	38,335.40
Subagreements	3,540.00	2,252.27	28,619	7,454.27
Capital Outlay	214,529.24	4,000.71	388,898	220,836.96
Other Outgo				
Indirect costs				-808.12
Total Expenditures	744,779.07	398,052.92	1,240,696.02	946,075.61
Surplus/Deficit		-166,030.26		
Interfund Transfers Out				
Beginning Balance		1,826,969.22		
Projected Ending Balance		1,820,141.16		
Components of ending				
Balance				
	Designated Res.	Revolving Fund	Undesignated	Contributions
	1,042,772.39	2000	739,934.77	35,434

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

1V. ACTION ITEMS

Agenda Item 4.2a Budget Hearing Planning Form:

The Board will be requested to set a date for the annual public hearing to solicit the recommendations and comments from members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. This public hearing shall be held at the same meeting as the public hearing required by Ed. Code Section 42127(a)(1)- the budget hearing. The Board will also be requested to set the date the budget will be available for inspection and select a newspaper in which to publish the public hearing notice.

Recommendations: Set date for the public hearing and date for the budget inspection and newspaper selection.

On a motion of _____, and seconded by _____ the Board voted to approve the public hearing date, date of budget inspection; and, newspaper selection.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Budget Hearing Planning Form

Complete this form
and file with TCOE
Attn: Shelly DiCenzo
no later than
April 20, 2018

Name of District: _____

Pursuant to Education Code 42103, each school district governing board shall hold a public hearing on the proposed budget during which any member of the public may appear and be heard regarding the proposed budget. The public hearing shall be held **not less than three working days** following the availability of the proposed budget for public inspection. The County Superintendent of Schools shall publish the date and location at which the proposed budget may be inspected by the public as well as the date, time, and location of the public hearing of the proposed budget.

A. Public Hearing Information

Date of Public Hearing: _____ Time: _____ a.m. p.m.

Address: _____

Location: _____
(specify room #, board room, library etc.)



The date you provide on the line below must be at least 3 **working** days prior to the public hearing date you entered above (**do not** count the date of the public hearing or Saturdays/Sundays when calculating this date.)

Date budget will be available for inspection: _____

Location of Inspection: _____
(specify district office, business office or other location, room # etc.)

The governing board shall prepare and adopt a budget for fiscal year 2018/19, in accordance with Education Code 42126 and 42127.

B. Budget Adoption Information



The date you provide on the line below must be different than the public hearing date in Section A.

Date budget will be adopted by the Board: _____

The budget must be adopted on a **different date**, at a **separate public meeting**, than the public hearing.

C. Newspaper Selection*

- | | |
|--|--|
| <input type="checkbox"/> Dinuba Sentinel | <input type="checkbox"/> Porterville Recorder |
| <input type="checkbox"/> Foothills Sun-Gazette | <input type="checkbox"/> Tulare Advance-Register |
| <input type="checkbox"/> Kaweah Commonwealth | <input type="checkbox"/> Visalia Times-Delta |

*Please note you must select one of the newspapers above because they are the only newspapers of general circulation in the county that meet the requirements of Education Code 42103. We will be happy to publish in other newspapers in addition to one listed above, but there will be additional costs to the district to do so.

Other – Please specify: _____

Tulare County Office of Education

Committed to Students, Support and Service

Jim Vidak
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) 733-6328
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

March 2, 2018

To: Superintendents and Business Managers

From: Craig Wheaton, Deputy Superintendent
Administrative Services

Subject: Upcoming Public Hearing/Meeting Requirements – Budget, LCAP & EPA

LCAP	BUDGET	EPA
2 meetings on separate dates required:	2 meetings on separate dates required:	1 meeting:
1. LCAP Hearing is a public hearing to solicit public recommendations and comments. The LCAP hearing must be held at the same meeting as the Budget Hearing. ☞	1. The Budget Hearing is a public hearing held at least 3 working days following availability of the proposed budget for public inspection. The Budget Hearing is held at the same time as the LCAP Hearing. ☞ *Important Note: The budget hearing must include a statement of the reasons that substantiate the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties.	
2. LCAP Adoption is done at a public meeting to adopt the LCAP or annual update. The LCAP adoption must be at the same meeting as the Budget Adoption. ☞	2. Budget Adoption is done at a public meeting to adopt the proposed budget. The budget cannot be adopted until the LCAP is adopted. ☞	1. EPA Approval is done at a public meeting to approve the spending plan. The EPA should be approved at the time of the Budget Adoption. ☞

2018-2019 LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP)

Pursuant to Education Code Section 52062(b)(1), governing boards must hold at least one public hearing to solicit the recommendations and comments from members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. This public hearing shall be held at the same meeting as the budget hearing required by Education Code Section 42127(a)(1).

Note: The governing board shall adopt the LCAP or annual update to the LCAP in a public meeting. The LCAP adoption meeting must be held after, but not on the same day as, the public hearing(s) to solicit recommendations/comments from the public as mentioned below. Also note, the LCAP must be adopted or the annual LCAP updated at the same meeting the governing board adopts the budget.

2018-2019 BUDGET HEARING

NOTE: YOU MUST HOLD A PUBLIC HEARING ON THE PROPOSED BUDGET. AT A SEPARATE PUBLIC MEETING, ON A DIFFERENT DATE, YOUR DISTRICT MUST ADOPT THE PROPOSED BUDGET. The district's budget must be adopted **BY JULY 1**. The budget hearing must include a statement of the reasons that substantiate the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties pursuant to Education Code Section 42127(a)(2)(B).

Education Code Section 42103 requires the County Superintendent of Schools to publish notification of public inspection and hearing on the proposed budget for each school district. These notices must contain the date, time and place of the inspection and public hearing for the proposed budget. We will publish the notice in a newspaper of your choice within Tulare County, as required by this code section in the period between 45 days and 10 days before the hearing.

Enclosed is a **Budget Hearing Planning Form** for use by your board in scheduling the 2018-19 public hearing on the proposed budget and arranging for the county office to publish the notice of public hearing. The planning form is also posted on our website at <http://business-services.tcoe.org/administrative-services/administrative-documents/administrative-forms>. In the past, this office distributed a sample resolution to districts to set the date of the public hearing on the proposed budget. We understand that using a resolution can be cumbersome, so in an effort to streamline the process we are providing the attached planning form instead. We ask that you take the matter to your board, complete the form and return it to this office **BY APRIL 20, 2018**.

In order to accommodate requirements for placing notices in local newspapers, we request that your board set its May or June budget hearing date no later than during its April meeting. This will ensure that we have sufficient time to prepare all the districts' notices and transmit them to the newspaper within the statutory timeline. We appreciate receiving your completed Budget Hearing Planning Form **BY APRIL 20, 2018**.

Please complete the enclosed form after the board sets the budget hearing date, and return it to this office, attn: Shelly DiCenzo. If you have any questions about this schedule, please call Shelly at 559-733-6312. Thank you for your assistance.

2018-2019 Education Protection Account Fund (EPA)

The governing board must make the spending determination regarding Education Protection Account (EPA) Funding in open session during a public meeting of the governing board. The EPA spending plan should be approved by the board at the time the budget for each year is adopted. California Constitution, Article XIII, Section 36 (Proposition 30)

CW/sd
Enclosure

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.1 Update on Well Project and Approval of Claims – Nick Keller-Keller/Wegley Engineers:

Recommendations: The Board will be requested to review information received from Nick Keller and also approve the claims for reimbursement.

On a motion of _____, and seconded by _____
the Board approved claims for reimbursement.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.1

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.2 Resolution- In the Matter of Ordering Regular Governing Board Member Elections; Specifications of the Election Order:

The Board will be requested to review and approve the ordering of the Governing Board elections and specifications of the election order.

Recommendations: Approve ordering the Governing Board elections and specifications of the election order.

On a motion of _____, and seconded by _____ the Board voted to approve ordering the Governing Board elections and specifications of the election order.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.2

BEFORE THE BOARD OF TRUSTEES
OF THE SEQUOIA UNION SCHOOL DISTRICT
TULARE COUNTY, STATE OF CALIFORNIA

In the Matter of Ordering Regular Governing
Board Member Elections; Specifications of the
Election Order

RESOLUTION NO.

RECITALS

1. Elections Code sections 1302, 10404.5 and 10405.7 authorize school districts and community college districts to establish the election day for governing board members to regularly occur on the same day as the statewide direct primary election, the statewide general election or the general municipal election is held.
2. The Board of Supervisors has received and approved a resolution from this Board establishing election of governing board members on the same day upon which the statewide general election is held.
3. Education Code section 5322 provides that whenever an election for governing board members is ordered, the governing board shall, by resolution, provide for specifications of the election order which shall be delivered to the county superintendent of schools and the officer conducting the election not less than 123 days prior to the date set for the election.
4. Other elections of school districts or other public agencies may be held in whole or part within the territory of this District and it is to the advantage of the District to consolidate therewith.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The above recitals are true and correct.
2. This Board hereby orders an election to be held within the territory included in this District on the 6th day of November 2018, for the purpose of electing four (4) members to the governing board of the District in accordance with the following specifications:

**SEQUOIA UNION SCHOOL DISTRICT
SPECIFICATIONS OF THE ELECTION ORDER**

- A. The election shall be held on Tuesday, November 6, 2018.
- B. The purpose of the election is to choose four (4) members of the governing board of this District – 3 members with 4-year terms and 1 member with a 2-year term.
- C. Adopt i or ii (please check one box in this section):
- i. Candidate statements shall be paid for by the candidate. (*Elections Code section 13309 provides procedures for filing by indigent candidates.*)
 - ii. Candidate statements shall be paid for by the District. (*Elections Code section 13307.*)
- D. Adopt i or ii (please check one box in this section):
- i. Candidate statements shall be limited to 200 words.
 - ii. Candidate statements shall be limited to 400 words. (*Elections Code section 13307.*)
- E. Adopt i or ii (please check one box in this section):
- i. In the event of a tie vote, the winner of the election shall be determined by lot at a time and place to be designated by this Board.
 - ii. In the event of a tie vote, the governing board shall call a runoff election on the sixth Tuesday following the election at which the tie vote occurred. (*Education Code section 5016*) **All costs and expenses of conducting the special runoff election shall be borne by the District.**
3. The District will reimburse the county for the actual cost incurred by the county elections official in conducting the general election upon receipt of a bill stating the amount due as determined by the elections official.
4. This Board hereby requests and consents to the consolidation of this election with other elections to be held in whole or in part in the territory of the District, pursuant to Education Code section 5340 et seq., and Elections Code section 10400 et seq.
5. The Clerk of this Board is ordered to deliver copies of this Resolution, not less than 123 days prior to the date set for the election, to the county superintendent of schools who shall deliver the order of election to the Tulare County elections official and, if applicable, to the election official of any other county in which the election is to be held, as required by Education Code section 5324.

6. This Board requests that the county superintendent of schools publish the notice of election in the following newspaper, which is a newspaper of general circulation that is regularly circulated in the territory:

(Insert name of newspaper)

I, _____, Clerk of the Board of Trustees of the _____, do hereby certify that the foregoing Resolution was proposed by Board member _____, seconded by Board member _____, and duly passed and adopted by said Board, at an official and public meeting thereof held on _____, 2018, by the following vote:
(list members' names)

AYES:

NOES:

ABSENT:

ABSTAIN:

Date: _____

Clerk, Board of Trustees
Sequoia Union School District

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.3 Notifying County Superintendent of Board's Decision Whether to Appoint or Call Election for Board Vacancy:

The Board will be requested to notify the County Superintendent of the Board's decision whether to appoint or call an election for the Board vacancy.

Recommendations:

On a motion of _____, and seconded by _____
the Board the Board voted to _____ appoint; or, _____ hold election for Board
vacancy.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.3

Tulare County
Office of Education
Committed to Students, Support and Service

Jim Vidak
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) 733-6328
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

April 17, 2018

Perry Jensen, Superintendent
Sequoia Union School District
PO Box 44260
Lemon Cove, CA 93244

Perry
Dear Perry,

This will acknowledge receipt on April 16, 2018 of Milo Gorden's letter notifying this office of his resignation from the Sequoia Union School District board.

Pursuant to Education Code Section 5091, within 60 days of filing the vacancy with the county superintendent, or the filing of a deferred resignation, the district must either make a provisional appointment or order an election. The 60-day period for this vacancy ends on June 15, 2018.


Please use the enclosed form letter, "Notifying County Superintendent of Board's Decision Whether to Appoint or Call Election for Board Vacancy," to notify my office how the district plans to fill this vacancy so that we can help you proceed with the next steps and legal requirements to be taken.

Should the board decide to make a provisional appointment, a Certificate of Appointment-Oath of Office is enclosed and may be used at the time of the appointment. If the district appoints, the appointee will take office immediately upon being sworn in and will serve until the district's election in November 2018. At that time the position will be open for election for a "short term" which will expire in 2020. Within 10 days of making a provisional appointment you must post the notice of appointment (prepared by this office) in three (3) public places in the district and notify this office so that we may publish the notice of appointment. (Education Code 5092)

Whenever there is a change in any of the items included on the Statement of Facts (copy enclosed), the district must file an amended Statement of Facts with the Secretary of State and the County Clerk, and must also file, for the departing and arriving board members, their respective conflict of interest statements (Form 700). It is available at <http://www.fppc.ca.gov/>.

If you would like additional assistance or would like a copy of our booklet *Procedures for Filling Governing Board Vacancies*, please do not hesitate to call.

Sincerely,


Jim Vidak
Superintendent of Schools

Enclosure

**NOTIFYING COUNTY SUPERINTENDENT OF BOARD'S DECISION
WHETHER TO APPOINT OR CALL ELECTION FOR BOARD VACANCY**

TO: Tulare County Superintendent of Schools, Attn: Shelly DiCenzo

FROM: Superintendent, _____ School District

DATE: _____, 20__

At a regular/special meeting on _____, 20__, the governing board of the above-listed school district decided the following with respect to the trustee position formerly filled by _____:

_____ To make a provisional appointment to fill the vacancy*
An appointee (and Board Members) must be 18 years of age or older, a citizen of the state, a resident of the school district and a registered voter...Education Code 35107

_____ To order an election to fill the vacancy

Dated _____

Clerk/Secretary of said District

*If board decides to make an appointment, please specify in what newspaper you would like the county office to publish your notice of appointment after board has completed the appointment:

(name of newspaper)

You must notify the county office within 10 days of making an appointment (E.C. §5092) and post the notice of appointment in three public places in the district.

**CERTIFICATE OF APPOINTMENT OF
GOVERNING BOARD MEMBER**

THIS CERTIFIES that the undersigned, being the remaining members of the governing board of Sequoia Union School District of Tulare County, California, on the date entered below have appointed _____ to the office of Member of the Governing Board of the above named district to replace Milo Gorden and to hold the office until the next governing board election of said district in November, 2018.

Dated: _____

Signature of remaining Board Members

OATH OF OFFICE

State of California)
)
County of Tulare)

I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Governing Board Member of Sequoia Union School District

(Candidate Signature)

Subscribed and sworn to (or affirmed) before me, this _____ day of _____, 20__.

(Signature of person administering oath)

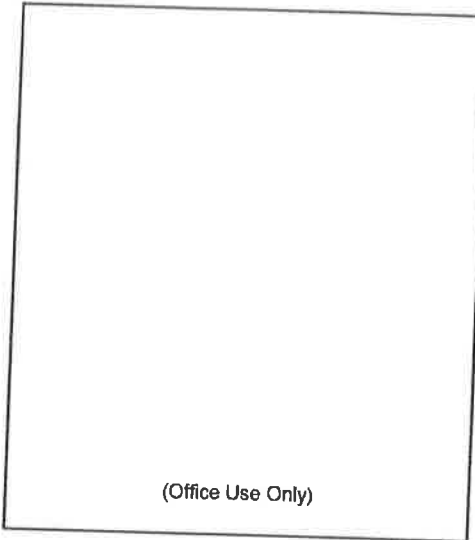
(Title)

Before taking office, each member must take and subscribe this Oath of Office before a governing board member, other school officer, state or county officer, judicial officer, or notary public. Send the ORIGINAL to the County Elections Office and a copy to the County Superintendent of Schools immediately after completion.



State of California Secretary of State

STATEMENT OF FACTS ROSTER OF PUBLIC AGENCIES FILING (Government Code section 53051)



(Office Use Only)

Instructions:

1. Complete and mail to: Secretary of State,
P.O. Box 942870, Sacramento, CA 94277-2870 (916) 653-3984
2. A street address must be given as the official mailing address or as the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8½" X 11" page, one sided and legible.

New Filing Update

Legal name of Public Agency: _____

Nature of Update: _____

County: _____

Official Mailing Address: _____

Name and Address of each member of the governing board:

Chairman, President or other Presiding Officer (Indicate Title): _____

Name: _____ Address: _____

Secretary or Clerk (Indicate Title): _____

Name: _____ Address: _____

Members:

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

RETURN ACKNOWLEDGMENT TO: (Type or Print)

NAME [_____]

ADDRESS [_____]

CITY/STATE/ZIP [_____]

_____ Date

_____ Signature

_____ Typed Name and Title

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.4 Discussion of New Board Membership; and, Questions From Applicants:

The Board will be requested to membership and questions for applicants applying for the opening on the Board.

Recommendations: Discussion of new Board membership and compile questions for applicants for opening on the Board.

On a motion of _____, and seconded by _____ the Board voted to appoint a new Clerk. Also, questions were generated for the vacancy on the Board.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.4

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.5 2018-19 School Calendar:

The Board will be requested to review and approve the 2018-19 school calendar.

Recommendations: Approve 2018-19 school calendar

On a motion of _____, and seconded by _____
the Board voted to approve the 2018-19 school calendar.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.5

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.6 Results of 8th Grade Graduation Survey:

The Board will be requested to review the results from the 8th grade graduation survey and to change the time of the graduation ceremony.

Recommendations:

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

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

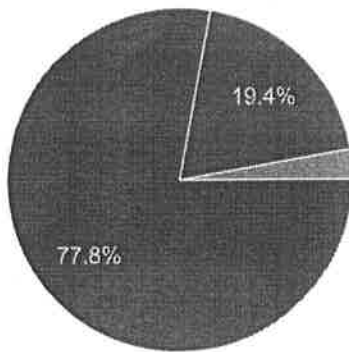
Agenda Item 5.6

Graduation

36 responses

What is your opinion on an earlier graduation schedule?

36 responses



- I am in favor of an earlier graduation schedule
- I am not in favor of an earlier graduation schedule
- I am in favor of earlier graduation schedule

Comments

23 responses

no (2)

I like the idea, since we don't really have to come to school that day it would be easier and done with sooner.

Yes i like the idea

i dont really care

can u send me that picture of all of us?

Sure why not

I think an early graduation would be great so we would have time to hang out still after the graduation.

...

well i honestly dont care if we have an early graduation or not. dont listen to my answer, it made me choose one.

I think that we should do it later because people have to get ready and its like a tradition.

family members that are not able to go to graduation, would be able to send time with us later that night since the dance will end early.

Earlier in the day is good with the Howell family. :-)

But I don't really care of the time.

I think that we should have an earlier graduation because my family likes to go and eat out after special events.

I think we should have an earlier celebration, because we need time to celebrate with our families.

Thanks for asking for parent input. :)

like the early idea

I like the thought of the dance being at night and the ceremony being at night because it will be darker during the ceremony

Can you put a Talent Show for the students? PLZ.

I have no comments.

nick 22

We would actually be able to have dinner with our families and the main issue of parents needing to get of work would not be a problem because they will have to pick us up from school anyways at 12:45.

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Google Forms

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.7 Educational Resource Services Library Media Services Contract:

The Board will be requested to review and approve the Educational Resource Services library media services contract. The amount of the contract is \$2,878.75.

Recommendations:

On a motion of _____, and seconded by _____
the Board voted to approve the library media contract for 2018-19.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.7



EDUCATIONAL RESOURCE SERVICES
Library & Multimedia Center

Dear Mr. Jensen,

It has been an exciting year at the **ERS Library and Multimedia Center!** During the 2017-2018 school year we added several STEM, robotic and math kits to our circulating collection to meet the growing demand for these types of manipulatives. The most recent STEM robotic additions include *Spheros*, *Cubelets* and *ClassVR* (Virtual Reality) kits. In addition, the ERS department has developed a Makerspace prototype room with the goal of supporting administrators and educators as they look for ways to implement a Makerspace in their school or library.

If your educational team is not taking advantage of our innovative curation program *CheckThisOut!*, now is the time to spread the word. **Teachers love this service!** Completely customizable by participants, this unique service allows for targeted resources, both print and digital, to be delivered monthly to classrooms across Tulare & Kings Counties. Our experienced and dedicated team of ERS Library Media Technicians work hard to curate these monthly kits for administrators, teachers, school library staff, ECE staff, the SCICON museum & more. To our knowledge, no other COE in California provides this type of service to their educators.

The ERS Library's goal is to provide the highest quality service to educators and students across Tulare & Kings Counties. Our entire team looks forward to continuing to provide access to the exemplary print and digital resources necessary for future-ready learning.

Included is your **2018-19 TCOE Library Media Services Contract**. Please be sure to sign and return this to me no later than June 30, 2018. The quickest/easiest way to return the signed contract is to scan and email it to sara.torabi@tcoe.org. It can also be faxed to (559) 651-1012.

Please feel free to contact me with any questions or to request additional information.

Thank you,



EDUCATIONAL RESOURCE SERVICES
Library & Multimedia Center

Sara A. Torabi - Library Media Technician

Tulare County Office of Education | Educational Resource Services
7000 Doe Avenue, Suite A, Visalia, CA 93291 | 559.651.3031
[TCOE Home](#) | [Common Core Connect](#) | [ERS Library Portal](#)

AGENCY AGREEMENT BETWEEN
TULARE COUNTY SUPERINTENDENT OF SCHOOLS
AND
SEQUOIA UNION SCHOOL DISTRICT
FOR 2018-2019
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, 2018 – June 30, 2019**.

2. FEE. The fee shall be **\$2,878.75**

- a. The fee is based on the Average Daily Attendance (ADA) **329** 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 2019. 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. 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 and information literacy training are available for DISTRICT/SCHOOL staff upon request.
- ii. Provide circulating access to educational resource materials including print media, primary document reproductions, art prints, realia, and videos.
 - (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 and 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 technology and discovering how to best use the ERS Portal resources.
- v. Provide technology consultation supporting DISTRICT/SCHOOL needs.
 - (1) One free Technology support day per contracting site (see Section 2c) may be used for training DISTRICT/SCHOOL personnel, for providing technology-focused professional development on curriculum implementation, and/or for consulting with DISTRICT/SCHOOL administration to assist with planning technology implementation.
 - (2) Technology support days will be allocated as follows: One (1) free day per contracting school site except for alternative education schools which shall be grouped together to receive one (1) free day.
- 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. The TRC sells supplies to make classroom materials. Contracting DISTRICT/SCHOOL staff may also bring their own supplies and use TRC equipment. Equipment includes laminators, Ellison and AccuCut dies, a poster printer, color and B&W photocopies. Contracting sites pay a reduced fee for printing, copying, and laminating.
 - (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@sequoiaunion.org

SUPERINTENDENT

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

By _____

By _____

Date _____

Date _____

If this agreement meets with your approval, please sign and return via a scanned, emailed copy to sara.torabi@tcoe.org. If you would like a countersigned copy of the agreement returned to you, please indicate this in your correspondence.

ATTN: Sara Torabi
Educational Resource Services
Tulare County Office of Education
7000 Doe Avenue, Suite A
Visalia, CA 93291
(559) 651-3031 office
(559) 651-1012 fax

TCOE Contact: Debra Lockwood, 559-651-3042

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

FORM REVISED 3/7/18

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.8 Board Policy 1240(a) Volunteer Assistance-Fingerprinting Policy:

The Board will be requested to review and approve the amended Board policy 1240(a) volunteer assistance-fingerprinting policy.

Recommendations:

On a motion of _____, and seconded by _____
the Board voted to approve the amended Board policy 1240(a) volunteer assistance-fingerprinting policy.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.8

VOLUNTEER ASSISTANCE

The Board of Trustees recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the school's relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

(cf. 1000 - Concepts and Roles)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)
(cf. 6020 - Parent Involvement)
(cf. 6171 - Title I Programs)

The Superintendent/Principal or designee shall develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors to students and/or make appropriate referrals to community organizations.

(cf. 1020 - Youth Services)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

As appropriate, the Superintendent/Principal or designee shall provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that utilize their skills and expertise and maximize their contribution to the educational program.

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads, and comply with employee negotiated agreements.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)

Volunteers shall act in accordance with district policies, regulations, and school rules. The Superintendent/Principal or designee shall be responsible for investigating and resolving complaints regarding volunteers.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3515.2 - Disruptions)

VOLUNTEER ASSISTANCE (continued)

The Superintendent/Principal or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Qualifications

The Superintendent/Principal or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

Prior to assuming a volunteer position to work with students in a district-sponsored student activity program, a volunteer shall obtain both a Department of Justice and Federal Bureau of Investigation criminal background check through the district. (Education Code 49024)

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.9 Approve Interdistrict Agreement Requests:

The Board will be requested to review and approve the Interdistrict Agreement Requests.

Recommendations: Approve Interdistrict Agreement Requests

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

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.9

Interdistrict OUT For Board Approval 2018-2019 School Year

Month: May

<u>Home District - Sequoia Union</u>	Grade	District of Choice	Continuing/New
Georgia Barber	K	Exeter Unified	New Student for Exeter, Continuing Family
Liam Barber	K	Exeter Unified	New Student for Exeter, Continuing Family
Avery Barber	7	Exeter Unified	Continuing Student for Exeter

Interdistrict IN For Board Approval 2018-2019 School Year

Month: March

	Grade	District	Continuing/New
<u>Exeter Unified</u>			
Wyatt Jardon	8	Exeter	Continuing Student/Family
Ethan Gonzalez	8	Exeter	Continuing Student/Family
<u>Woodlake Unified</u>			
Nikolas Moreno	8	Woodlake	Continuing Student/Family
<u>Tulare City School</u>			
Alyssa Coffey	8	Tulare	Continuing Student/ Family

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.10 Approve to Purchase My Math and Math for K-8 for the 2018-19 year:

The Board will be requested to review and approve the quote for the purchase of My May and Math for the K-8 grades.

Recommendations:

On a motion of _____, and seconded by _____
the Board voted to approve the quote for math materials.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.10

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.11 Approve to Purchase Illuminate and Cancel Infinite Campus:

The Board will be requested to review the quote for Illuminate and cancel Infinite Campus.

Recommendations: Approve the purchase of Illuminate and cancel infinite campus

On a motion of _____, and seconded by _____
the Board voted to approve the purchase of Illuminate and cancel infinite campus.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.11

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
May 10, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.12 S.I.A. Contract for Services for Mandated Costs and Accountability:

The Board will be requested to review the contract for services from S.I.A.

Recommendations: Approve contract for services from S.I.A.

On a motion of _____, and seconded by _____
the Board voted to approve the contract from S.I.A.

<u>BOARD MEMBERS</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anna Eynaud				
Milo Gorden				
Matt McEwen				
James McNulty				
Bradley Ward				

Agenda Item 5.12