

Board of Trustees
December 13, 2018
Regular Meeting

A regular meeting of the Board of Trustees of the Sequoia Union Elementary School will be held on December 13, 2018 at 23958 Ave. 324, Lemon Cove, CA.

AGENDA

1. OPEN SESSION 6:00 P.M.

Call to Order
Flag Salute

11. OPEN SESSION

2.1 Comments From the Public
Board Policy #9323 Allows Each Individual Speaker 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 Ag Advisory Committee

1V. ACTION SESSION

- 4.1a Approval of the October 11, 2018 Regular Meeting Minutes
Approval of the November 8, 2018 Regular Meeting Minutes
- 4.1b A.D.A. Report
- 4.1c Cafeteria Report
- 4.1d Approval of Bills

- 4.1e Approve Payroll for December
- 4.1f Approve Budget Report

OTHER BUSINESS ITEMS

- 4.2a Approve 1st Interim Report
The Board will be requested to approve the 1st Interim report.
- 4. 2b M. Green & Co. – Review 2017 Audit Report ✓

V. OTHER ACTION ITEMS

- 5.1 Update on Well Project and Approval of Claims – Nick Keller/Keller-Wegley Engineers
- 5.2 Interdistrict Agreement Requests ✓
- 5.3 Agreement of Donation By and Between Sequoia Union Elementary School District and David Roberts ✓
- 5.4 Ray Morgan-New Lease Agreement on Copiers ✓
- 5.5 Karcher Disc Floor Scrubber Machine Quote ✓

V1. ORGANIZATIONAL BUSINESS

The Board will be required to take the following actions at the Annual Organizational Meeting: Sign the Authorized Signature Form, vote for a Board representative to vote in the 2019 election of County Committee Members, appoint a District Board President and Clerk; sign the Statement of Facts Roster; and, Governing Board Member Information Sheet; and swear in and take Oath of Office for new members.

V11. CLOSED SESSION – (Gov. Code Section 54954.5):

-CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: Mr. Jensen
Employee organization- S.E.T.A.

V111. ADJOURNMENT

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

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

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.2 Parent's Guild:

No report submitted

Agenda Item 3.2

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.3 School Site Counsel Update:

Agenda Item 3.3

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

111. REPORTS & DISCUSSION

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

Agenda Item 3.4

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

111. REPORTS & DISCUSSION

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

Agenda Item 3.5

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.6 Strategic Planning Update:

Agenda Item 3.6

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.7 Charter School Update:

Agenda Item 3.7

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 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
December 13, 2018

111. REPORTS & DISCUSSION

Agenda Item 3.9 Ag Advisory Committee:

Agenda Item 3.9

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 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 October 11, 2018 Regular Meeting Minutes
Approval of the November 8, 2018 Regular Meeting Minutes
- 4.1b Approve A.D.A. Report
- 4.1c Cafeteria Report
- 4.1d Approve Payment of Bills for December
- 4.1e Approve December 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				
Matt McEwen				
James McNulty				
Nicole Ray				
Bradley Ward				

Agenda Item 4.1a

**Board of Trustees
Regular Meeting
October 11, 2018**

Board of Trustees of the Sequoia Union School held a regular meeting on October 11, 2018 at 23958 Ave. 324, Lemon Cove, CA.

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

MEMBERS PRESENT: Anna Eynaud, Matt McEwen; and, Nicole Ray;

MEMBERS ABSENT: James McNulty and Bradley Ward

VISITORS PRESENT: There were several visitors present at the meeting

COMMENTS FROM THE PUBLIC: Julie Sullivan addressed the Board regarding salary contracts.

On a motion of Nicole Ray; and, seconded by Matt McEwen the Board approved the agenda as submitted.

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

Parent's Guild:
Rachael Ray stated the carnival's total was \$28,073.74. She stated that they sold 100 less dinner tickets. Also, Book Fair is still going.

School Site Counsel:
Mr. Jensen stated that he has updated the Emergency Plan and has put together a Suicide Plan. Also, the officers for S.S.C. are: President-Stephanie Amaral, Vice President – Heather Burkhardt; and, Secretary is Mr. Jensen. District is also preparing for a WASC study which aligns with the Charter school. Once the District is satisfied with the study then they will invite the panel in to do the actual WASC study.

S.E.T.A. Update:
Mr. Jensen stated that S.E.T.A. and the negotiating team met. They presented their proposal.

Local Control and Accountability Plan (LCAP):
The District LCAP is at the State Department being reviewed.

Strategic Plan:

Mr. Jensen stated the Strategic Plan along with the Charter hinges on the WASC study.

Charter School Update:

Mr. Jensen also stated the Charter School Updated hinges on the WASC study.

Action Plan for Students With Exceptional Needs:

Mr. Jensen will have the AIMS web testing results available for the next meeting.

Ag Advisory Committee:

Nicole Ray stated they had a Ag Advisory meeting on October 10, 2018. They looked at Tulare High School Advisory Board. They settled on 5 members. The term should be for 2 years.

**ACTION
SESSION:**

On a motion of Matt McEwen; and, seconded by Nicole Ray the Board voted to approve Consent Agenda items as submitted.

**OTHER
ACTION
ITEMS:**

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

Mr. Jensen stated they are waiting to hear from DWR.

Interdistrict Agreement Requests:

On a motion of Matt McEwen; and, seconded by Nicole Ray the Board voted to approve the interdistrict agreement requests as submitted.

School Safety Plan:

On a motion of Nicole Ray; and, seconded by Matt McEwen the Board voted to approve the School Safety Plan as submitted.

**CLOSED
SESSION:**

On a motion of Matt McEwen; and, seconded by Nicole Ray the Board voted to go into Closed Session at 7:35 P.M.

**OPEN
SESSION:**

On a motion of Nicole Ray; and, seconded by Matt McEwen the Board voted to return to Open Session. Reported out by Clerk of the Board Anna Eyand that direction was given to Mr. Jensen on how to proceed.

ADJOURN:

On a motion of Nicole Ray and, seconded by Matt McEwen to adjourn the meeting at 9:30 P.M.

Board of Trustees
Regular Meeting
November 8, 2018 Regular Meeting

Board of Trustees of the Sequoia Union School held a regular meeting on November 8, 2018 at 23958 Ave. 324, Lemon Cove, CA.

MEETING CALLED TO ORDER: Clerk 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: Matt McEwen

VISITORS PRESENT: There were several visitors at the November meeting

COMMENTS FROM THE PUBLIC: Katelyn Cockran from the Mental Illness Triage Grant spoke to the members and audience regarding the services she can provide to our District.

On a motion of James McNulty; and, seconded by Bradley Ward the Board approved the agenda as written.

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

Parent's Guild:
No report submitted

School Site Counsel Update:
No report

S.E.T.A. Update:
No report

Local Control and Accountability Report (LCAP):
Mr. Jensen stated that the dashboard requirements for LCAP have been completed.

Strategic Planning Update:
Mr. Jensen stated that Heather Burkhart is setting up the WASC self study after the Thanksgiving break.

Charter School Update:

The S.I.M.I.S. station is now on campus. Craig and Yvonne LaFleur have completed the chicken coop for the Ag program.

Action Plan for Students With Exceptional Needs:

Renaissance Learning summary reports and AIMS web testing were presented to the members and audience to show progress of students.

Ag Advisory Committee:

It was suggested that the office send out a e-mail to all the parents regarding the Ag Committee form.

ACTION SESSION:

On a motion of James McNulty; and, seconded by Nicole Ray the Board voted to approve items 4.1b-4.1f. Item 4.1a – approval of the October 11, 2018 minutes were tabled until the December meeting since the members present other than the Board Clerk were not present at the October meeting; so therefore could not approve the minutes. The October minutes will be on the December agenda for approval.

PERSONNEL:

Approve Waiver Request for Certificated Employee:

A Waiver request for Ashley Ridenour was requested. Grades taught are 6th, 7th, and 8th grade math. The subject is math requiring a variable term waiver.

On a motion of James McNulty; and, seconded by Bradley Ward the Board approved the request for the variable term waiver for Ashley Ridenour.

Accept Letter of Resignation from Certificate Employee:

On a motion of James McNulty; and, seconded by Bradley Ward the Board voted to accept the letter of resignation from Julie Sullivan.

OTHER ACTION ITEMS:

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

Mr. Jensen stated the Brenda Pauli from DWR acknowledged receipt of the Addendum Letter. She also stated that DWR wants our application renewed. Nick estimated that the Addendum letter should be approved by December.

Interdistrict Agreement Requests:

None submitted

On a motion of James McNulty; and, seconded by Nicole Ray the Board approved the Ag Committee Bylaws as submitted.

Agreement of Donation By and Between Sequoia Union Elementary School District and David Roberts:

On a motion of Nicole Ray; and, seconded by James McNulty the Board approved the agreement of donation by and between Sequoia Union Elementary School District and David Roberts.

Lego Party:

On a motion of Nicole Ray; and, seconded by Bradley Ward the Board approved the Lego Party sponsored by Child Evangelism Fellowship. The activity will be after school hours and a parent permission slip will need to be signed.

Setting Date for Annual Organizational Meeting Between December 7th – December 21, 2018:

On a motion of James McNulty; and, seconded by Nicole Ray the Board approved the meeting dated to be set on December 13, 2018 at 6:00 P.M.

CLOSED SESSION: On a motion of James McNulty; and, seconded by Nicole Ray the Board voted to go into Closed Session at 8:00 P.M.

OPEN SESSION: On a motion of Nicole Ray; and, seconded by Bradley Ward the Board voted to return to Open Session. Reported out by Clerk of the Board Anna Eynaud that direction was given to Mr. Jensen on how to proceed with negotiations. Also, tenure was approved for Maintenance Supervisor; and, Business Manager.

ADJOURNMENT: On a motion of Bradley Ward; and, seconded by Nicole Ray the Board adjourned the meeting at 8:45 P.M.

5472116 Sequoia Union Elementary District

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Attendance/Membership Summary Report

Start/End Date: 10/01/2018 - 11/02/2018 School(s): 2 Calendar(s): 3
Grade: TK, K, 01, 02, 03, 04, 05, 06, 07, 08

SUMMARY Total Schools: 2 Total Calendars: 3

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	6	105	4	101	5.53	5.32	0	0.00	96.19%	
K	33	627	20	607	33.00	31.95	13	0.68	96.81%	
01	41	779	35	744	41.00	39.15	27	1.41	95.51%	
02	41	770	34	736	40.53	38.76	19	0.99	95.58%	
03	38	722	38	684	38.00	36.00	19	1.01	94.74%	
04	45	855	34	821	45.00	43.23	26	1.35	96.02%	
05	44	827	41	786	43.53	41.38	24	1.27	95.04%	
06	38	705	21	683	37.11	35.96	5	0.26	97.02%	
07	36	684	21	663	36.00	34.89	2	0.11	96.93%	
08	38	700	10	690	36.84	36.32	0	0.00	98.57%	
Total	10	360	6774	258	6515	356.54	342.96	135	7.08	96.19%

School: Sequoia Elementary Charter Calendar: K-5 Sequoia Elementary Charter

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	6	105	4	101	5.53	5.32	0	0.00	96.19%	
K	33	627	20	607	33.00	31.95	13	0.68	96.81%	
01	41	779	35	744	41.00	39.15	27	1.41	95.51%	
02	41	770	34	736	40.53	38.76	19	0.99	95.58%	
03	38	722	38	684	38.00	36.00	19	1.01	94.74%	
04	45	855	34	821	45.00	43.23	26	1.35	96.02%	
05	44	827	41	786	43.53	41.38	24	1.27	95.04%	
Total	7	248	4685	206	4479	246.59	235.79	128	6.71	95.60%

School: Sequoia Elementary Charter Calendar: 6-7 Sequoia Elementary Charter

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
06	38	705	21	683	37.11	35.96	5	0.26	97.02%	
07	36	684	21	663	36.00	34.89	2	0.11	96.93%	
Total	2	74	1389	42	1346	73.11	70.85	7	0.37	96.97%

School: Sequoia Union Elementary Calendar: 18-19 Sequoia Union Elementary

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
08	38	700	10	690	36.84	36.32	0	0.00	98.57%	
Total	1	38	700	10	690	36.84	36.32	0	0.00	98.57%

5472116 Sequoia Union Elementary District

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Attendance/Membership Summary Report

Start/End Date: 08/06/2018 - 11/02/2018 School(s): 2 Calendar(s): 3
Grade: TK, K, 01, 02, 03, 04, 05, 06, 07, 08

SUMMARY Total Schools: 2 Total Calendars: 3

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	6	328	6	322	5.75	5.64	1	0.02	98.17%	
K	35	1856	66	1759	32.56	30.83	40	0.72	96.38%	
01	41	2276	91	2183	39.93	38.26	64	1.15	96.00%	
02	42	2327	96	2231	40.82	39.09	42	0.80	95.87%	
03	40	2157	167	1990	37.84	34.89	49	0.90	92.26%	
04	45	2565	77	2488	45.00	43.61	44	0.80	97.00%	
05	46	2512	100	2412	44.06	42.24	47	0.88	96.02%	
06	38	2085	38	2046	36.58	35.86	10	0.19	98.18%	
07	37	2044	31	2013	35.86	35.27	4	0.08	98.48%	
08	39	2049	13	2036	35.94	35.69	3	0.06	99.37%	
Total	10	369	20199	685	19480	354.34	341.38	304	5.60	96.60%

School: Sequoia Elementary Charter Calendar: K-5 Sequoia Elementary Charter

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	6	328	6	322	5.75	5.64	1	0.02	98.17%	
K	35	1856	66	1759	32.56	30.83	40	0.72	96.38%	
01	41	2276	91	2183	39.93	38.26	64	1.15	96.00%	
02	42	2327	96	2231	40.82	39.09	42	0.80	95.87%	
03	40	2157	167	1990	37.84	34.89	49	0.90	92.26%	
04	45	2565	77	2488	45.00	43.61	44	0.80	97.00%	
05	46	2512	100	2412	44.06	42.24	47	0.88	96.02%	
Total	7	255	14021	603	13385	245.96	234.56	287	5.27	95.69%

School: Sequoia Elementary Charter Calendar: 6-7 Sequoia Elementary Charter

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
06	38	2085	38	2046	36.58	35.86	10	0.19	98.18%	
07	37	2044	31	2013	35.86	35.27	4	0.08	98.48%	
Total	2	75	4129	69	4059	72.44	71.13	14	0.27	98.33%

School: Sequoia Union Elementary Calendar: 18-19 Sequoia Union Elementary

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
08	39	2049	13	2036	35.94	35.69	3	0.06	99.37%	
Total	1	39	2049	13	2036	35.94	35.69	3	0.06	99.37%

SEQUOIA UNION SCHOOL DISTRICT
Regular Board Meeting

6. Business and Non Instructional Operations
Agenda Item 3.1 ADA Report – Whole District

Month	2015-2016			2016-2017			2017-2018		
	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)
1	317	297	297	337	323	323	347	332	332
2	313	300	298	337	323	323	348	329	330
3	318	299	298	338	311	319	342	326	330
4	314	297	298	333	318	319	334	317	325
5	316	291	295	336	316	319	329	309	322
6	313	301	295	332	316	317	331	314	320
7	312	300	296	334	315	318	335	319	320
8	316	299	296	330	318	318	341	320	320
9	321	305	297	330	316	317	337	321	320
10	317	307	298	330	314	317			
11									
12									

Month	2018-2019			2019-2020			2020-2021		
	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA
1	359	339	339						
2	359	344	341						
3	360	343	341						
4									
5									
6									
7									
8									
9									
10									
11									

Month	2021-2022			2022-2023			2023-2024		
	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									

Recommended Action: **Information Only**

Agenda Item 3.1

SEQUOIA UNION SCHOOL DISTRICT

Cafeteria Fund

13-Dec-18

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit		0		
Fed. State	93,294	17,692.49	71,122	27,164.28
State Rev.	6,795	1,310	6483	1,997.65
Local Rev.	25,030	16,616.79	44,650	1,185.23
Total Rev.	\$125,119	35,619.59	122,255	30,347.16
Expenditures				
Classified salaries	66,386	26,471.21	68,065	26,559.96
Benefits	35,417	12,277.71	34,424	11,360.46
Textbooks/supl.	41,000	17,157.84	55,000.00	14,345.51
Travel/Staff Devel.	100	53.41	200	0
Total Expenditures	142,903	55,960.17	157,689	52,265.93
Surplus/Deficit	-17,784			
Interfund Transfers Out				
Beginning Balance				
Projected Ending Balance				
Components of ending Balance				
	Designated Res.	Revolving Fund	Undesignated	Contributions
				-17,784

Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***

Batch No 152
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013790	A. T. & T. Mobility	PV-190213	11/20/2018		287259272862	011-00000-0-00000-82000-55000-0	October invoices	\$480.31		
	A. T. & T. Mobility		11/20/2018		287259272862	010-00000-0-00000-82000-55000-0		\$59.36		
							Total Check Amount:	\$539.67		
012923	ARAMARK Uniform Services	PV-190218	11/20/2018		6079615	011-00000-0-00000-82000-43000-0	First aide suppl	\$326.87		
	ARAMARK Uniform Services		11/20/2018		6079615	010-00000-0-00000-82000-43000-0		\$40.39		
							Total Check Amount:	\$367.26		
013192	AT&T	PV-190210	11/20/2018		020-785-8057-001	011-00000-0-00000-82000-55000-0	November, 2018	\$57.35		
	AT&T		11/20/2018		020-785-8057-001	010-00000-0-00000-82000-55000-0		\$7.08		
							Total Check Amount:	\$64.43		
013123	BANK OF THE SIERRA	PV-190208	11/20/2018		4798510040590032	011-00000-0-00000-82000-43000-0	Maintenance suppl/audible/kinderlirime	\$113.60		M
	BANK OF THE SIERRA		11/20/2018		4798510040590032	010-00000-0-00000-82000-43000-0		\$14.04		M
	BANK OF THE SIERRA		11/20/2018		4798510040590032	011-00000-0-00000-71500-58000-0		\$82.39		M
	BANK OF THE SIERRA		11/20/2018		4798510040590032	010-00000-0-00000-71500-58000-0		\$10.18		M
							Total Check Amount:	\$220.21		
012779	CDE	PV-190206	11/20/2018		19 SF 30001	130-53100-0-00000-37000-47000-0	Food commodities	\$82.65		
							Total Check Amount:	\$82.65		
013871	FGL Environmental	PV-190198	11/20/2018		4011233	011-00000-0-00000-82000-55000-0	Water testing	\$80.10		
	FGL Environmental		11/20/2018		4011233	010-00000-0-00000-82000-55000-0		\$9.90		
							Total Check Amount:	\$90.00		
013885	Food 4 Thought, LLC.	PV-190201	11/20/2018		40469	130-53100-0-00000-37000-47000-0	Cafeteria suppl.	\$144.40		
							Total Check Amount:	\$144.40		

Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***

Batch No 152

Audit

Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013591	Fresno Hauling	PV-190197	11/20/2018		Sequoia Union	011-00000-0-00000-82000-55000-0	November invoices	\$557.54		
	Fresno Hauling		11/20/2018		Sequoia Union	010-00000-0-00000-82000-55000-0		\$68.90		
							Total Check Amount:	\$626.44		
014020	Frontier	PV-190199	11/20/2018		Sequoia Union	011-00000-0-00000-82000-55000-0	November invoices	\$100.21		
	Frontier		11/20/2018		Sequoia Union	010-00000-0-00000-82000-55000-0		\$12.38		
	Frontier	PV-190212	11/20/2018		Sequoia Union	011-00000-0-00000-82000-55000-0		\$340.98		
	Frontier		11/20/2018		Sequoia Union	010-00000-0-00000-82000-55000-0		\$42.14		
							Total Check Amount:	\$495.71		
002430	GRIGGS INC, JACK	PV-190196	11/20/2018		71885	011-00000-0-00000-82000-56000-0	Tank rental	\$90.78		
	GRIGGS INC, JACK		11/20/2018		71885	010-00000-0-00000-82000-56000-0		\$11.22		
							Total Check Amount:	\$102.00		
014018	Jenna Holly	PV-190207	11/20/2018		Sequoia Union	011-07200-0-11100-10000-52000-0	Mileage to training in Mariposa	\$60.15		
	Jenna Holly		11/20/2018		Sequoia Union	010-07200-0-11100-10000-52000-0		\$7.43		
							Total Check Amount:	\$67.58		
013774	Lozano-Smith	PV-190217	11/20/2018		001029	011-00000-0-00000-71500-58000-0	Legal services for November	\$1,756.86		
	Lozano-Smith		11/20/2018		001029	010-00000-0-00000-71500-58000-0		\$217.14		
							Total Check Amount:	\$1,974.00		
012998	MAJOR SYSCO	PV-190200	11/20/2018		751834	130-53100-0-00000-37000-43000-0	Cafeteria suppl.	\$1,056.62		
	MAJOR SYSCO		11/20/2018		751834	130-53100-0-00000-37000-47000-0		\$4,059.92		
							Total Check Amount:	\$5,116.54		
013747	Mission Uniform Service	PV-190205	11/20/2018		219819	011-00000-0-00000-82000-43000-0	Mats/towels/mops/cups/soap	\$1,478.68		
	Mission Uniform Service		11/20/2018		219819	010-00000-0-00000-82000-43000-0		\$182.75		

Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***

Batch No 152
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013171	OFFICE DEPOT	PV-190195	11/20/2018		28266812		011-11000-0-11100-10000-43000-0	\$1,661.43		
						Classroom suppl.		\$414.81		
						010-11000-0-11100-10000-43000-0		\$51.26		
		PV-190220	11/20/2018		28266812		011-11000-0-11100-10000-43000-0	\$402.28	H	
						Classroom/office suppl.		\$49.72		H
						010-11000-0-11100-10000-43000-0		\$918.07		
014073	PlanbookEdu	PV-190202	11/20/2018		2018-9493		011-11000-0-11100-10000-43000-0	\$33.82		
						2 additional subscriptions		\$4.18		
						010-11000-0-11100-10000-43000-0		\$38.00		
012151	PRODUCERS	PV-190204	11/20/2018		717312		130-53100-0-00000-37000-47000-0	\$1,284.38		
						Cafeteria suppl.		\$1,284.38		
013870	Ray Morgan Co.	PV-190219	11/20/2018		2292843		011-00000-0-00000-82000-56000-0	\$238.54		
						Usage on copiers		\$29.48		
						010-00000-0-00000-82000-56000-0		\$268.02		
013882	R-N Market	PV-190203	11/20/2018		Sequoia Union		130-53100-0-00000-37000-47000-0	\$42.31		
						Cafeteria suppl.		\$42.31		
012129	SCHOLASTIC, INC	PV-190192	11/20/2018		18000121		011-63000-0-11100-10000-43000-0	\$141.85		
						Grade 5-Just Write		\$17.53		
						010-63000-0-11100-10000-43000-0		\$159.38		
013990	Security First Alarm King	PV-190214	11/20/2018		RMAM6733		011-00000-0-00000-82000-56000-0	\$224.28		
						Alarm service		\$27.72		
						010-00000-0-00000-82000-56000-0				

Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***

Batch No 152
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013954	Shoutpoint Inc.	PV-190209	11/20/2018		17233		011-00000-0-00000-71500-58000-0	\$252.00		
	Shoutpoint Inc.		11/20/2018		17233	Messaging system	010-00000-0-00000-71500-58000-0	\$31.40		
								\$285.45		
013076	SISC III	PV-190190	11/20/2018		72116	November Health	010-00000-0-00000-00000-95024-0	\$27,431.89	A	
								\$27,431.89		
012018	SMART & FINAL IRIS CO.	PV-190193	11/20/2018			Cafeteria suppl.	130-53100-0-00000-37000-47000-0	\$9.53		
								\$9.53		
013866	Southern California Edison	PV-190215	11/20/2018			November, 2018	011-00000-0-00000-82000-55000-0	\$3,381.61		
	Southern California Edison		11/20/2018				010-00000-0-00000-82000-55000-0	\$417.95		
								\$3,799.56		
013948	Staples Advantage, Dept LA	PV-190194	11/20/2018		100085834	Classroom suppl.	011-11000-0-11100-10000-43000-0	\$24.92		
	Staples Advantage, Dept LA		11/20/2018		100085834		010-11000-0-11100-10000-43000-0	\$3.08		
								\$28.00		
013987	Studies Weekly, Inc.	PV-190191	11/20/2018		252207	2nd grade Studies Weekly	011-63000-0-11100-10000-43000-0	\$61.28		
	Studies Weekly, Inc.		11/20/2018		252207		010-63000-0-11100-10000-43000-0	\$7.57		
								\$68.85		
013456	The McGraw-Hill Companies	PV-190211	11/20/2018		105919775001	My Math	011-00000-0-11100-10000-41000-0	\$1,446.81		
	The McGraw-Hill Companies		11/20/2018		105919775001		010-00000-0-11100-10000-41000-0	\$178.81		
								\$1,625.62		

Tulare County Office of Education
Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***
 Batch No 152

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013779	US Bank	PV-190216	11/20/2018		370476616		011-00000-0-00000-82000-56000-0	\$140.80		M	
	US Bank		11/20/2018		370476616	Lease on copiers	010-00000-0-00000-82000-56000-0	\$17.40		M	
013416	VISALIA UNIFIED	PV-190189	11/20/2018		25726		011-07230-0-00000-36000-51000-0	\$2,811.43			
	VISALIA UNIFIED		11/20/2018		25726	Transportation contract for November	010-07230-0-00000-36000-51000-0	\$347.47			
						Total Check Amount:		\$3,158.90			
012751	WAGNER, HOPE	PV-190187	11/20/2018		Sequoia Union		130-53100-0-00000-37000-47000-0	\$40.68			
						Cafeteria suppl.					
						Total Check Amount:		\$40.68			
014078	Willy Ford Plumbing	PV-190221	11/20/2018		2986		011-00000-0-00000-82000-56000-0	\$120.15			
	Willy Ford Plumbing		11/20/2018		2986	Service call on cafeteria	010-00000-0-00000-82000-56000-0	\$14.85			
						Total Check Amount:		\$135.00			
006424	WOODLAKE HARDWARE CO	PV-190188	11/20/2018		5387		010-00000-0-00000-82000-43000-0	\$6.70			
	WOODLAKE HARDWARE CO		11/20/2018		5387	Maintenance suppl/irrigation suppl.	011-00000-0-00000-82000-43000-0	\$54.29			
						Total Check Amount:		\$60.99			

Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***

Batch No 152
Audit Flag EFT

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: \$51,317.15

Accounts Payable Final PreList - 11/20/2018 3:36:35PM

*** FINAL ***

Batch No 152


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 152

Total Accounts Payable:

\$51,317.15

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 51,317.15 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 _____
 Date 11/20/2018

Fund Summary	Total
010	\$29,319.92
011	\$15,276.74
130	\$6,720.49
Total	\$51,317.15

Tulare County Office of Education Order to Pay/Payroll Transmittal

Form PS04P - Payroll

Month/Day/Year: 11/14/18

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 _____
Form PS02 Voluntary Deductions	No. Enclosed <u>1</u>	No. Enclosed <u>1</u>
Form PS03 Employee Distribution Additions	No. Enclosed <u>0</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>1</u>
PERS Action Form	<u>-</u>	No. Enclosed <u>-</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>109,309.73</u> <u>109,805.58</u>	Total Amount \$ <u>46,776.10</u> <u>46,776.10</u>

The Squaw 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

11/14/18
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 11/14/18

Received & Processed By

Tulare County Office of Education
Order to Pay/Payroll Transmittal

Form PS04P - Payroll

Month/Day/Year: 11/15/18

Instructions

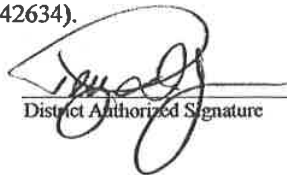
Only Districts that submit payroll to TCOE for input will use this form. This form serves as a transmittal document and an Order from an authorized District employee for payment of payroll. The total amount of Gross Payroll indicated on the form must agree with the Payroll Input Work Sheet submitted 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 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>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	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>4948.84</u> <u>4948.84</u>	Total Amount \$ <u>3945.40</u> <u>3945.40</u> <u>3945.31</u>

The Sequoia Union Elem. 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

11.05.2018
 Date

Walter White
 [Handwritten initials]

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 _____

The budget reports reflect a **-\$58,097** difference. The CalPads report numbers came in lower than we originally budgeted for. - \$10,493.00 in District; and, -\$47,604 in Charter.

SEQUOIA UNION SCHOOL DISTRICT

District - 010

13-Dec-18

Current Year

Classification	Approved Bud.
Total Rev. Limit	\$526,655
Fed. State	27,781
State Rev.	76,052
Local Rev.	31,100
Increase/Decrease in fair market value	
Total Rev.	\$661,588

Year to Date
175,950.57
16,998.66
0.00
39,717.15
0.00
232,666.38

Prior Year

Approved Budget
553,725
11,872.24
145,911
34,301
745,809

Year to Date

Date
178,345.17
42,844.21
21,322.01
14,313.11
256,824.50

Expenditures

Certificated salaries	70,190.00	41,538.82	145,971	49,159.69
Classified salaries	63,661	30,266.63	78,181	35,569.60
Benefits	127,835	24,992.94	152,158	27,218.98
Textbooks/supl.	32,701.00	16,758.15	49,293	28,159.32
Dues/Memberships	1,000.00	397.43	1000	135.30
Travel/Staff Devel.	6,300	1,618.93	3,080	2,805.20
Insurance	3,500.00	0.00	19,000.00	1,095
Housekeeping	16,000.00	5,782.37	23,000	6,154.93
Rental/Leases/Rep.	5,000.00	2,760.63	27,000	3,288.50
Pension Penalties	10	7.47	10	8.83
Other Tuition, COE	2000		2,000	-3399
Services	27,760.00	31,778.76	29,102.04	26,792.15
Subagreements	3,475.00	1,685.90	3,540	643.47
Capital Outlay	138,411.00	0.00	214,529	4,000.71
Other Outgo				
Indirect costs				0.00
Total Expenditures	497,843.00	157,588.03	747,863.84	181,632.18

Surplus/Deficit 145,931.00

Interfund Transfers Out

Beginning Balance 1,691,353.59

Projected Ending Balance 1,837,284.59

Components of ending Balance

Revolving Fund
2000

Contributions
17,814

SEQUOIA UNION SCHOOL DISTRICT

Charter School -011

13-Dec-18

<u>Current Year</u>			<u>Prior Year</u>	Year to
Classification	Approved Bud.	Year to Date	Approved Budget	Date
Total Rev. Limit	\$2,773,165	730,552.70	2,290,467	690,067.25
Fed. State	86,780	0	86,143.85	0
State Rev.	71,933	14,171.47	140,100	0
Local Rev.		359.5		359.5
Total Rev.	\$2,931,878	744,724.17	2,516,711	690,426.75
Expenditures				
Certificated salaries	1,301,589	415,313.45	1,202,097.25	419,104.23
Classified salaries	511,520	182,180.73	497,694	191,449.44
Benefits	750,240	227,310.47	716,852.28	202,693.85
Textbooks/supl.	249,492	132,210.77	227,293	103,733.56
Dues/Memberships	5,000	3,215.57	4,000	1,094.70
Travel/Staff Devel.	22,902	4,235.13	18,133	2,473.86
Insurance	18,000	0.00	1,169.46	8855.5
Housekeeping	110,000	46,784.78	120,000	49,469.29
Rental/Leases/Rep.	36,000	22,331.64	20,112	26,936.47
Pension Penalties				
Services	64,780	47,196.70	78,345.50	11,613.88
Subagreements	28,115	13,640.60	26031.53	5,206.33
Capital Outlay	2,000	0.00	2115	2,114.18
Other Outgo				
Indirect Costs				0
Total Expenditures	3,099,638	1,094,419.84	2,913,843.50	1,024,745.29
Surplus/Deficit	-167,760.00			
Interfund Transfers Out				
Beginning Balance	40,342.91			
Projected Ending Balance	-127,417.09			
Components of ending Balance				

Designated Res.

Revolving Fund

Undesignated

Contributions

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

1V. ACTION ITEMS

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

Approve 1st Interim Report:

The Board will be presented with the 2018-19 1st Interim report.

Recommendations: Review and approve the 1st Interim report

On a motion of _____, and seconded by _____
the Board voted to approve the 1st Interim report.

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

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

1V. ACTION ITEMS

Agenda Item 4.2b OTHER BUSINESS ITEMS:

B. M. Green & Co. – Review 2018 Audit Report

Recommendations: Approve the 2018 Audit report

On a motion of _____, and seconded by _____
the Board voted to approve the 2018 audit report.

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

Agenda Item 4.2b

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 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
December 13, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.2 Interdistrict Agreement Requests

The Board will be requested to review and approve the letter of resignation from a certificated employee.

Recommendations: Approve interdistrict agreement requests

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

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

Agenda Item 5.2

Interdistrict IN For Board Approval 2018-2019 School Year

Month: December

	Grade	District	Continuing/New
<u>Exeter Unified</u>			
Carter Lang	8	Exeter	Continuing Student/Family

Interdistrict OUT For Board Approval 2018-2019 School Year

Month: October

<u>Home District - Sequoia Union</u>	Grade	District of Choice	Continuing/New
Austin O'Mara	6	Exeter Unified	New Student for Exeter

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.3 Agreement of Donation By and Between Sequoia Union Elementary School District and David Roberts: (Amended)

The Board will be requested to review and approve the agreement of donation by and between Sequoia Union Elementary School District and David Roberts.

Recommendations: Approve donation agreement

On a motion of _____, and seconded by _____
the Board the Board voted to approve the agreement of donation by and between Sequoia Union Elementary School District and David Roberts. (Amended agreement)

<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

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.4 Ray Morgan Co.-New Cannon Copiers Proposal:

The Board will be requested to review and approve the proposal from Ray Morgan regarding new copiers. Our current lease is up; this is a good time to get new copiers.

Recommendations: Approve copier proposal

On a motion of _____, and seconded by _____
the Board voted to approve the Ray Morgan proposal for copiers.

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

Agenda Item 5.4



Ray Morgan Company

Canon
USA Inc.



Sequoia Union Elementary
School District

December 2018

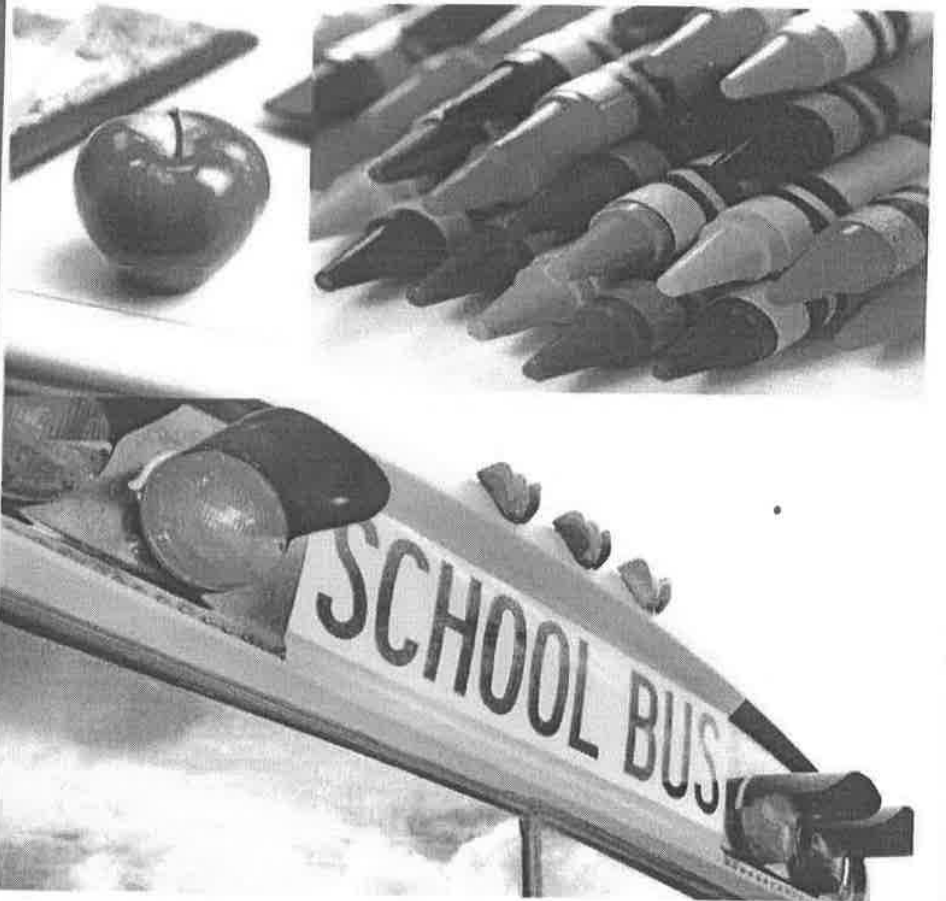
PREPARED BY:

Carri Collins

ccollins@raymorgan.com

Cell # (559) 448-6297

Ray Morgan Company
Visalia Location



Technology Solutions You Can Trust - Disasters, Recoveries since 1951

Sequoia Union SD

Canon iR 4545i Black/White Digital Copier/Printer

December 2018

(NEW)



COPY, PRINT, SCAN, FAX AND STORE

- 45- Pages Per Minute in B/W
- (4) 550- Sheet Paper Cassette Drawers
- 100- Sheet Bypass Tray
- Network Printing and Color Scanning
- 100- Sheet Duplexing Document Feeder- A1
- 10.1" Full Color TFT User Screen
- Super G3 Fax
- Staple Finisher

Equipment:

**Canon iR 4545i
Surge Protector Included**

Service Program:

Service contracts are based on annual volume and include parts, labor, toner and supplies. Black/White Cost per Copy @ \$0.007per image.

Sequoia Union SD

Canon iR 4545i Black/White Digital Copier/Printer

December 2018

(NEW)



COPY, PRINT, SCAN, FAX AND STORE

- 45- Pages Per Minute in B/W
- (4) 550- Sheet Paper Cassette Drawers
- 100- Sheet Bypass Tray
- Network Printing and Color Scanning
- 100- Sheet Duplexing Document Feeder- A1
- 10.1" Full Color TFT User Screen
- Staple Finisher

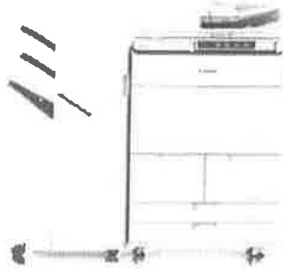
Equipment:

**Canon iR 4545i
Surge Protector Included**

Service Program:

Service contracts are based on annual volume and include parts, labor, toner and supplies. Black/White Cost per Copy @ \$0.007per image.

Sequoia Union SD
Canon iR Advance 6565 B&W Digital Copier/Printer
(New)
December 2018



Specifications:

COPY, PRINT, SCAN, SEND AND STORE

- 65 Pages Per Minute in Black/White
- Dual 1,100 Sheet Drawers
- (2) X 550- Sheet Paper Cassettes
- 100-Sheet Stack Bypass
- Single Pass Duplexing Automatic Document Feeder
- PCL/PS Printing
- Staple Finisher
- Hole Punch

Equipment:

Canon iR Advance 6565i
Surge Protector Included

Service Program:

Service contracts are based on annual volume and include parts, labor, toner and supplies.
Black/White Cost per Copy @ \$0.007per image.

Sequoia Union School District

Summary

December 4, 2018

Current Monthly

Monthly Lease Payment	\$1,080
Monthly Service (All Machines)	\$425
Total Monthly	\$1,505

Proposed New Canon Solution

Monthly Lease Payment	\$705
Monthly Service (All Machines)	\$339
Total New Monthly	\$1,044

Total Monthly Savings
\$461

Above pricing is based on 2018 end of the year promotions and lease rates



Ray Morgan Company

State & Local Government Value Rental Lease Agreement

APPLICATION NO. 2460201

AGREEMENT NO.

3131 Esplanade • Chico, CA 95973 • Phone: 530.343.6065 • Fax: 530.343.9470

The words User, Lessee, you and your refer to Customer. The words Owner, Lessor, we, us and our refer to Ray A. Morgan Company.

CUSTOMER INFORMATION

Form with fields for FULL LEGAL NAME, STREET ADDRESS, CITY, STATE, ZIP, PHONE, FAX, BILLING NAME, and BILLING STREET ADDRESS.

EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE) See Schedule A

EQUIPMENT DESCRIPTION

Form with fields for MAKE/MODEL/ACCESSORIES, SERIAL NO., and STARTING METER. Includes equipment details like Canon IR 4545i and IR 6565i.

TERM AND PAYMENT SCHEDULE

Form detailing payment schedule: 60 Payments* of \$ 705.00. Includes overage rates for B&W and Color images.

Please check one: Meter Readings verified: Monthly Quarterly Other: Annually (If nothing is selected, then Quarterly will be your Meter Reading option.)

OWNER ACCEPTANCE

Signature line for Ray A. Morgan Company, OWNER, SIGNATURE, TITLE, DATED.

CUSTOMER ACCEPTANCE

Signature line for Sequoia Union School District, CUSTOMER (as referenced above), SIGNATURE, TITLE, DATED.

FEDERAL TAX I.D. # and PRINT NAME fields.

ACCEPTANCE OF DELIVERY

You certify that all the Equipment listed above has been furnished, that delivery and installation has been fully completed and is satisfactory.

Signature line for Sequoia Union School District, CUSTOMER (as referenced above), SIGNATURE, TITLE, DATE OF DELIVERY.

TERMS AND CONDITIONS (THIS AGREEMENT CONTAINS PROVISIONS SET FORTH BELOW, ALL OF WHICH ARE MADE A PART OF THIS AGREEMENT.)

1. AGREEMENT: You agree to rent from us for essential governmental purposes only... 2. REPRESENTATIONS AND WARRANTIES: CUSTOMER: You hereby represent and warrant that... 3. RENT, TAXES AND FEES: Subject to paragraph 4, you will pay the monthly Payment (as adjusted) when due...

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

V. OTHER ACTION ITEMS

Agenda Item 5.5 Karcher BD 50/50 C Classic Disc Scrub Floor Machine Quote:

The Board will be requested to review the quote for the Karcher floor scrubber. This item can be purchased with the building funds.

Recommendations: Approve purchase of the new floor scrubber

On a motion of _____, and seconded by _____
the Board voted to approve the purchase of the Karcher floor scrubbing machine.

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

Agenda Item 5.5



Lift Truck Professionals
Authorized Dealer

YANMAR



Kaweah

lift, inc.

10725 W. Goshen Ave

Visalia, Ca 93291

Phone 559-733-2982

Fax 559-733-3002

Sequoia Union Elementary

December 4, 2018

Karcher BD 50/50 C Classic BP
Disc Scrub Deck
24V 100 Ah AGM Batteries
Self Charger

\$4,950.00

Warranty: 3 YEARS (UNLIMITED HOURS) PARTS VACUUM MOTORS 2
YEARS UNLIMITED HOURS
2 YEARS (UNLIMITED HOURS) LABOR Rotomold Components 10
YEARS



***Note: Sales tax not included.**

Validity: This quote is valid for 30 days.

Purchase Order #: _____

Date: _____

Name in Print: _____

Title: _____

Signature: _____

We sincerely appreciate the opportunity to present this quote to you.

**Leroy Smithson
Kaweah Equipment Co.
(559) 972-0052
leroy@kaweaequipment.com**

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
December 13, 2018

V1. OTHER ACTION ITEMS

Agenda Item 6.1 Annual Organizational Meeting;

In the Board's annual organizational meeting, the Board of Trustees is required to take the following actions:

- a. Sign the Authorized Signature Form
- b. Appoint Board Representative to Vote in 2018 Election of County Committee Members
- c. Certification of District Clerk Election
- e. Certification of District President
- f. Statement of Facts
- g. Governing Board Member Information Sheet
- h. Oath of Office/Certificate of Appointment in Lieu of Election

a. Sign the Authorized Signature Form

Ed. Code 42633 provides that school district's file with the County Superintendent's Office the verified signatures of those persons authorized by the Board to sign orders in the name of the District. The Board is requested to certify signatures as follows: The authorization form must be signed by the (new Clerk of the Board.)

- a. Appointment of chief negotiator to represent the Board with employee relations matters: *Superintendent*
- b. Authorization to sign reports, budgets, and all documents requiring signature of Secretary and Clerk: *Superintendent*
- c. Authorization to sign payroll warrant orders: *Superintendent, Business Manager; and all Board members*
- d. Authorization to sign warrant orders: *Superintendent, Business Manager; and, all Board members*
- e. Authorized to sign employment contracts, purchase orders and cafeteria reports: *Superintendent, Business Manager, Cafeteria Manager; and; all Board member.*

On a motion of _____, and seconded by _____
the Board voted below to approve the position holders, as listed on the following page as authorized signators.

b. Appoint Board Representative to Vote in 2019 Election of County Committee Members

On a motion of _____, and seconded by _____
the Board voted to appoint _____ to as the representative to vote in the 2019 election of County Committee Members.

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

c. Certification of District Clerk Election

On a motion of _____, and seconded by _____
the Board voted to appoint _____ as the District Clerk.

e. Certification of District Board President

On a motion of _____, and seconded by _____ the
Board voted to appoint _____ as the District Board President.

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

November 9, 2018

To: All District Superintendents

From:  Jim Vidak, County Superintendent of Schools

SUBJECT: **ANNUAL ORGANIZATIONAL MEETING**
[Ed Code §35143] [schedule between December 7 and 21, 2018]

Enclosed are five forms which need to be completed and signed as part of your district's annual organizational meeting. This year, your district should hold its organizational meeting between December 7 and December 21, 2018.

PLEASE RETURN THESE COMPLETED FORMS to Shelly DiCenzo by January 11, 2019:

1. **AUTHORIZED SIGNATURES FORM** (Officers and Employees) (*E.C. 42633*) Send the **ORIGINAL** to TCOE. This form is required to process your January payroll.
2. **BOARD REPRESENTATIVE TO VOTE IN 2019 ELECTION OF COUNTY COMMITTEE MEMBERS** (*E.C. 4005, 35023*)
3. **CERTIFICATION OF DISTRICT CLERK ELECTION** (*E.C. 35143*)
4. **STATEMENT OF FACTS** (*Gov. Code 53051*) Please note that the **original** Statement of Facts must go to the **Secretary of State** within 10 days of any change to your board. Send a **copy** to the **Tulare County Clerk** (221 S. Mooney Blvd. Room 105, Visalia 93291) and a **copy** to my office, **Attn: Shelly** (PO Box 5091, Visalia 93278-5091).
5. **GOVERNING BOARD MEMBER INFORMATION SHEET** (This is a form we added last year) Return this form to my office, **Attn: Shelly** as she will use it to update our board records and mailing lists for board members with this form.

New board members need to complete the "Assuming Office Statement" portion of Form 700, *Statement of Economic Interests*, and departing board members should complete the "Leaving Office Statement." If you do not have the current edition of the Manual and Form 700, it is available online at <http://www.fppc.ca.gov/>. After completing the 700 forms, *file them in your district office files*, unless your conflict of interest code specifies otherwise.

Thank you for your assistance.

JV/sd
Enclosures (5)

U:\Shelly\Organization\Meeting 07C ltr-forms.doc



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

Tulare County Office of Education

Jim Vidak, County Superintendent of Schools

Governing Board Member Information Sheet

During the year, it is necessary for this office to contact governing board members for various reasons (notifications, general correspondence, upcoming events and/or workshops sponsored by TCOE, etc.). Please ask your governing board members to provide the following information.

(This information is intended for internal use only.)

District:

Name:	_____
Title:	_____ <i>(Board President, Vice President, Clerk, Board Member)</i>
Mailing Address:	_____
	<input type="checkbox"/> Check this box if you prefer to receive mail at the school district address.
Phone number:	_____
	<u>Optional</u> Email address: _____

Name:	_____
Title:	_____ <i>(Board President, Vice President, Clerk, Board Member)</i>
Mailing Address:	_____
	<input type="checkbox"/> Check this box if you prefer to receive mail at the school district address.
Phone number:	_____
	<u>Optional</u> Email address: _____

Name:	_____
Title:	_____ <i>(Board President, Vice President, Clerk, Board Member)</i>
Mailing Address:	_____
	<input type="checkbox"/> Check this box if you prefer to receive mail at the school district address.
Phone number:	_____
	<u>Optional</u> Email address: _____

Name: _____

Title: _____
(Board President, Vice President, Clerk, Board Member)

Mailing Address: _____

Check this box if you prefer to receive mail at the school district address.

Phone number: _____

Optional
Email address: _____

Name: _____

Title: _____
(Board President, Vice President, Clerk, Board Member)

Mailing Address: _____

Check this box if you prefer to receive mail at the school district address.

Phone number: _____

Optional
Email address: _____

Name: _____

Title: _____
(Board President, Vice President, Clerk, Board Member)

Mailing Address: _____

Check this box if you prefer to receive mail at the school district address.

Phone number: _____

Optional
Email address: _____

Name: _____

Title: _____
(Board President, Vice President, Clerk, Board Member)

Mailing Address: _____

Check this box if you prefer to receive mail at the school district address.

Phone number: _____

Optional
Email address: _____

**AUTHORIZED SIGNATURES
FOR CALENDAR YEAR 2019**

_____ SCHOOL DISTRICT

To: Tulare County Superintendent of Schools
Attention: Shelly DiCenzo, Administrative Services

In accordance with Education Code 42633, the governing board of the above school district hereby files with the county superintendent of schools the verified signature of each person authorized to sign orders in its name.

At a special/regular meeting of the governing board of the above-captioned school district, held on the ____ day of December, 2018, the following person(s), or a majority of them, each and every one of whom is an OFFICER or EMPLOYEE of the school district and whose signature appears opposite his/her name below, was/were authorized to sign orders in the name of said governing board.

THIS AUTHORIZATION SUPERSEDES ALL PREVIOUS AUTHORIZATIONS.

Type or Print Name Here:

Signature Here:

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

BY ORDER OF THE GOVERNING BOARD OF THE

_____ SCHOOL DISTRICT

Date:

By _____
Clerk/Secretary of the Board

**BOARD REPRESENTATIVE TO VOTE IN 2019
ELECTION OF COUNTY COMMITTEE MEMBERS**

_____ SCHOOL DISTRICT

To: Tulare County Superintendent of Schools
Attention: Shelly DiCenzo, Administrative Services

Pursuant to Education Code 35023, at its annual organizational meeting, this governing board has selected the following board member:

as its representative to participate in the 2019 election of members to the County Committee on School District Organization.

It is understood that the responsibility of the above representative is to take part in the 2019 election of county committee members which takes place at the annual County School Boards Association dinner/Fall Institute (usually held in November after election day).

Date:

By _____
Clerk/Secretary of the Board

CERTIFICATION OF DISTRICT CLERK ELECTION

To: Tulare County Superintendent of Schools
Attention: Shelly DiCenzo, Administrative Services

WE HEREBY CERTIFY that, at a meeting of the Governing Board of the

_____ SCHOOL DISTRICT

held on December __, 2018

board member, was duly elected clerk of the district.

Signatures of Members of the Board

Instructions: Pursuant to Education Code 35143, each year school district governing boards must elect one of its members as clerk of the district at the organizational meeting (held annually during the 15-day period beginning on the first Friday in December). File this form with Shelly DiCenzo, Administrative Services.

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

I, Jim Vidak, County Superintendent of Schools, County of Tulare, State of California, do hereby certify

Lane Anderson

has been appointed in lieu of election to the office of Governing Board Member, Sequoia Union School District in Tulare County, California for a term of four (4) years to expire on the 9th day of December 2022. This appointment is pursuant to Education Code sections 5326 and 5328, which provide for appointment where only one person or an insufficient number of persons have been nominated to the office of Governing Board Member prior to the election, which was held on the 6th day of November 2018.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 6th day of November 2018.

Jim Vidak, Tulare County Superintendent of Schools



OATH OF OFFICE

*State of California
County of Tulare*

I, *Lane Anderson*, 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 the Sequoia Union School District

Candidate Signature

Subscribed and sworn to (or affirmed) before me, this ____ day of _____ 2018.

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, 5951 S. Mooney Blvd., Visalia, CA 93277, and a copy to the County Superintendent of Schools after completion.

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

I, Jim Vidak, County Superintendent of Schools, County of Tulare, State of California, do hereby certify

Anna Eynaud

has been appointed in lieu of election to the office of Governing Board Member, Sequoia Union School District in Tulare County, California for a term of four (4) years to expire on the 9th day of December 2022. This appointment is pursuant to Education Code sections 5326 and 5328, which provide for appointment where only one person or an insufficient number of persons have been nominated to the office of Governing Board Member prior to the election, which was held on the 6th day of November 2018.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 6th day of November 2018.

Jim Vidak, Tulare County Superintendent of Schools



OATH OF OFFICE

*State of California
County of Tulare*

I, *Anna Eynaud*, 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 the Sequoia Union School District

Candidate Signature

Subscribed and sworn to (or affirmed) before me, this ____ day of _____ 2018.

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, 5951 S. Mooney Blvd., Visalia, CA 93277, and a copy to the County Superintendent of Schools after completion.

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

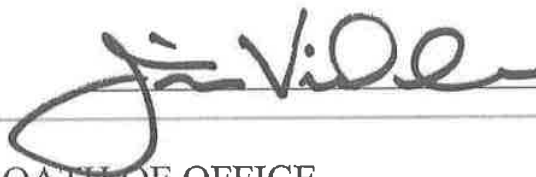
I, Jim Vidak, County Superintendent of Schools, County of Tulare, State of California, do hereby certify

Nicole Ray

has been appointed in lieu of election to the office of Governing Board Member, Sequoia Union School District in Tulare County, California for a term of two (2) years to expire on the 11th day of December 2020. This appointment is pursuant to Education Code sections 5326 and 5328, which provide for appointment where only one person or an insufficient number of persons have been nominated to the office of Governing Board Member prior to the election, which was held on the 6th day of November 2018.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 6th day of November 2018.

Jim Vidak, Tulare County Superintendent of Schools



OATH OF OFFICE

*State of California
County of Tulare*

I, *Nicole Ray*, 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 the Sequoia Union School District

Candidate Signature

Subscribed and sworn to (or affirmed) before me, this ____ day of _____ 2018.

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, 5951 S. Mooney Blvd., Visalia, CA 93277. and a copy to the County Superintendent of Schools after completion.

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

I, Jim Vidak, County Superintendent of Schools, County of Tulare, State of California, do hereby certify

Bradley J. Ward

has been appointed in lieu of election to the office of Governing Board Member, Sequoia Union School District in Tulare County, California for a term of four (4) years to expire on the 9th day of December 2022. This appointment is pursuant to Education Code sections 5326 and 5328, which provide for appointment where only one person or an insufficient number of persons have been nominated to the office of Governing Board Member prior to the election, which was held on the 6th day of November 2018.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 6th day of November 2018.

Jim Vidak, Tulare County Superintendent of Schools



OATH OF OFFICE

*State of California
County of Tulare*

I, *Bradley J. Ward*, 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 the Sequoia Union School District

Candidate Signature

Subscribed and sworn to (or affirmed) before me, this _____ day of _____, 2018.

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, 5951 S. Mooney Blvd., Visalia, CA 93277, and a copy to the County Superintendent of Schools after completion.