

Board of Trustees
December 8, 2016
Regular Meeting

The regular meeting of the Board of Trustees of the Sequoia Union Elementary Charter School District will be held on December 10, 2016 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

111. REPORTS & DISCUSSION

The Board will make a motion to approve the agenda items for discussion as submitted.

3.1 Superintendent's Report

3.2 P.T.C. Update

3.3 S.S.C. Update

3.4 S.E.T.A. Update

3.5 Sports' Boosters Update

3.6 Local Control & Accountability Plan (LCAP)

3.7 Strategic Planning Update

3.8 Charter School Update- No Update

3.9 Action Plan for Students with Exceptional Needs

1V. ACTION SESSION

4.1 Approval of the Consent Agenda Items

4.1a Approval of the November 10, 2016 Regular Meeting

4.1b A.D.A. Report

4.1c Cafeteria Report

4.1d Approve Payment of Bills for December

4.1e Approve Payroll for December

4.1f Approve Budget Report/Revisions

OTHER BUSINESS ITEMS

4.2a Approve 1st Interim Report

The Board will be requested to approve the 1st Interim Report which includes Cash flow projections, Standards and Criteria, Salary & Benefits Projections and Budget Revisions

V. OTHER ACTION ITEMS

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

5.2 Interdistrict Agreement Requests

V1. ORGANIZATIONAL BUSINESS

6.1 The Board will be required to take the following actions at the Annual Organizational Meeting: Sign the authorization signature form, vote for a Board representative to vote in the 2017 election of County Committee Members, appoint a District Board President and Clerk; sign the Statement of Facts roster; and Oaths of Office for Board Members

V11. CLOSED SESSION – (Gov.t Code 54956.9; Gov't. Code 54954.9; and, Gov't. Code 54954.5)

-CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of Litigation pursuant to subdivision of Government Code 54956.9

1 case

-CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator – Dr. Jeremy Powell

Employee Organization – S.E.T.A.

Unrepresented Employees: Classified/Management Staff

-PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Superintendent

V111. ADJOURNMENT

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

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.

Information Only

Agenda Item. 3.1

3.3.1: Superintendent's Report

It is amazing how quickly time goes. Christmas vacation is just around the corner and a new year is on the horizon with many exciting events planned for the Sequoia Union Community!

Presentation: Students of the Trimester

District Highlights for November & December:

- I attended several trainings including SARB (Student Attendance and Review Board), a training hosted by Lozano Smith discussing what communication is permissible during negotiations, and a training hosted by TCOE focusing on the new format for the LCAP. We will be using the SARB information to develop a better process to monitor, track, and notify parents when their students are habitually absent. The negotiation information will be very useful as we will be opening negotiations in the spring.
- Through our annual canned food drive, we were able to provide eleven full Thanksgiving Dinners for families in our community!
- We are currently seeking donations for our Christmas Giveaway for families in need. See PTC for further information!
- Our Soccer teams continue to represent our school in a very positive way. Both teams are competitive and playing well and are great ambassadors for our community—the athletes and coaches should be commended!

Upcoming Events:

- December 15th: Christmas Program @ 6:00 in the Gym
- December 16th: Minimum Day
- December 17st-January 2rd: Christmas Vacation

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.2 P.T.C. Update:

A member from P.T.C. will give an update to the Board

Information Only

Agenda Item 3.2

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.3 S.S.C. Update:

Information Only

Agenda Item 3.3

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

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

Information Only

Agenda Item. 3.4

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.5 Sports' Boosters Update:

A member from the Sports' Boosters Club will give an update to the Board

Information Only

Agenda Item. 3.5



Velinda McBride <vmcbride@sequoiaunion.org>

December 2016 Sports Booster Report

1 message

Jamie Rowlett <jaymeez77@yahoo.com>
 Reply-To: "jaymeez77@yahoo.com" <jaymeez77@yahoo.com>
 To: Velinda McBride <vmcbride@sequoiaunion.org>

Fri, Dec 2, 2016 at 11:15 AM

Sequoia Union Sports Boosters Report

December 2016

Treasurers Report- Balance \$8,295.95
 Transactions still pending.

New Business-
 Fundraising dinner February 25th, 2017 at Merryman Station.

-Actively seeking donations for live and silent auction items as well as any other contributions to the dinner to make it a success.

-Funds raised to go towards next year's expenses to include but not limited to:
 -Volleyball jerseys
 -Referees
 -Equipment
 -New soccer goals

Organizing a group to help identify businesses and families that would like to support SU athletes.

-Christmas program to sell hats, sweatshirts etc. December 15th.
 -Send out Thanks for current support.
 -Banners for football and volleyball for winning league.
 -Basketballs for this upcoming season.
 -End of year Sports Banquet.

Old business-
 -Basketball and blacktop resurfacing, paint and benches installed and has received great feedback.
 -Hats and other SU merchandise on sale in office.
 -Boys and girls soccer jerseys are in and look great!

Sequoia Union Sports Boosters
 Ciaira Machado-President
 Kate Parker- Vice President
 Jamie Rowlett- Secretary
 Joey Howell- Treasurer

Sent from Yahoo Mail on Android

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.6 Local Control & Accountability Plan (LCAP):

- Review LCAP draft overview (No update)

Information Only

Agenda Item. 3.6

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.7 Strategic Planning Update:

Information Only

Agenda Item. 3.7

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.8 Charter School Update:

No update

Information Only

Agenda Item 3.8

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

111. REPORTS & DISCUSSION

Agenda Item 3.9 Action Plan for Students With Exceptional Needs: (No Update)

Information Only

Agenda Item. 3.9

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

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 November 10, 2016 Regular Meeting Minutes
- 4.1b Approve A.D.A. Report
- 4.1c Cafeteria Report through December, 2016
- 4.1d Approve Payment of Bills for December
- 4.1e Approve December Payroll
- 4.1f Approve Budget Report/Revisions through December, 2016

Recommendations: Approve consent agenda items

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

BOARD MEMBERS	AYE	NO	ABSTAIN	ABSENT
Anna Eynaud	_____	_____	_____	_____
Milo Gorden	_____	_____	_____	_____
Matt McEwen	_____	_____	_____	_____
James McNulty	_____	_____	_____	_____
Bradley Ward	_____	_____	_____	_____

Agenda item 4.1a

Sequoia Union Elementary School
Regular Meeting
November 10, 2016

The Board of Trustees of the Sequoia Union Elementary School held a regular meeting on November 10, 2016 at 23958 Ave. 324, Lemon Cove, CA.

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

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

MEMBERS ABSENT: None

VISITORS ABSENT: Stephanie Amaral, Nick Keller, Julie Sullivan; and, Robert Weiss

COMMENTS FROM THE PUBLIC: There were no public comments

On a motion of Anna Eynaud; and, seconded by Bradley Ward the Board voted to approve the agenda items for discussion as submitted. Also motion was made to move to item 5.1 under Action Session then 5.5.

OTHER ACTION ITEMS:

Update on Well Project:

Nick Keller, Keller-Wegley Engineers gave an update on the well project. He stated that the contract was submitted to the State with a one year extension but it took 5 months for them to approve it. He suggested that another year extension be requested. He discussed with the members possible areas that the tank could be placed. No claims were submitted for approval.

Resolution - #6 –Making Determinations Pursuant to Government Code Section 4217.10 ET SEQ.; Authorizing the Executing and Deliver of an Energy Services Agreement and Other Documents and other Actins Required in Connection Therewith:

Robert Weiss, M.O.T. Director was present to answer questions from the Board regarding the Prop 39 project and the bids that were submitted to replace the AC/HVAC units and door sensors.

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board voted to approve the contract with Stevens Refrigeration Heating and Air.

On a motion of Milo Gorden; and, seconded by Anna Eynaud the Board moved back to item 3.1 under Superintendent's report.

**REPORTS &
DISCUSSION:**

Superintendent's Report:

Dr. Powell reviewed his Superintendent's report with the members and audience. He stated that the end of the trimester awards assembly will be on November 18th. He reviewed the propositions that were approved at the November elections that pertain to the District. He stated that he will be in contact with Ed Tech to move forward with the whole school charter petition.

P.T.C. Update:

Stephanie Amaral presented a budget report for the members and audience. She stated that they will be working on their December service project for our Sequoia Union families in need. Staff shirts were also distributed. Also, the new Mascot will be presented at the next pep rally.

S.S.C. Update:

Dr. Powell stated that he had met with the School Site Counsel and elections were done for officers. Also, the parental involvement policy will be reviewed at the next meeting.

S.E.T.A. Update:

No report

Sports' Boosters Update:

The Sports Boosters update was reviewed. Dr. Powell stated how appreciative he is on Sports' Boosters and P.T.C. to be able to work together as a team

Local Control and Accountability Report:

No report

Strategic Planning Update:

Dr. Powell stated that at the December meeting he will have a report on what our goals were and where we are now.

Charter School Update:

Dr. Powell informed the members that he had recently attended a Charter school conference. He stated that CDE is very supportive of the Charter schools. Our County Office of Education is also very supportive.

Action Plan for Students With Exceptional Needs:

No report

ACTION SESSION:

Consent Agenda Items:

On a motion of Milo Gordon; and, seconded by Matt McEwen the Board voted to approve the consent agenda items as presented.

**OTHER ACTION:
ITEMS:**

Interdistrict Agreement Requests:

No report

Update Agreement with M. Green & Co.:

The Board reviewed the amended contract with M. Green & Co.

The following motion was made:

On a motion of Milo Gordon; and, seconded by Bradley Ward the Board voted to approve the amended contract for audit services.

Setting Date for Annual Organizational Meeting Between December 2-16, 2016:

On a motion of Milo Gordon; and, seconded by Bradley Ward the Board set the date for the annual organization meeting on December 8th, 2016 at 6:00 P.M.

Resolution #6 – Resolution Making Determinations Pursuant to Government Code Section 4217.10, ET SEQ.; Authorizing the Executing and Delivery of an Energy Services Agreement and Other Documents and Other Actions Required in Connection Therewith:

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board approved resolution #6.

Bids for Replacing 17 AC/HVAC Units and Wireless Controls and Door Interrupters:

The bids were reviewed with the Board.

On motion of Matt McEwen; and, seconded by Bradley Ward the Board voted to approve Stevens Refrigeration Heating & Air.

Annual Developer Fee Report for 2015-16:

The 2015-16 developer fee report was reviewed with the members and audience.

On a motion of Anna Eynaud; and, seconded by Bradley Ward the Board approved the Annual Developer Fee report. It was also mention by Dr. Powell that he had spoken to Mangini & Associates on a projection of how much the cost would be to re-do the student restroom. The cost was estimated at \$80,000.00 which is still under the ending amount that we currently have in the Developer Fee's fund.

Request for Information Concerning Eligibility for Share in Forest Reserve Funds 2016-17:

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board voted to approve the request for information concerning eligibility for share in Forest Reserve Funds.

CLOSED SESSION: On a motion of Milo Gordon; and, seconded by Anna Eynaud the Board adjourned into Closed Session at 7:15 P.M.

OPEN SESSION: On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board returned to Open session. Reported out by President of the Board James McNulty that there was a discussion only, no action taken.

ADJOURNMENT: On a motion of Bradley Ward; and, seconded by Matt McEwen the Board adjourned the meeting at 8:18 P.M.

SEQUOIA UNION SCHOOL DISTRICT
Regular Board Meeting

6. Business and Non Instructional Operations

Agenda Item 3.1

ADA Report – Charter - K-7

Month	2016-2017			2017-2018			2018-2019		
	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)
1	296	282	282						
2	296	284	283						
3	300	271	279						
4									
5									
6									
7									
8									
9									
10									
11									
12									

Month	2019-2020			2020-2021			2021-2022		
	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									

Month	2022-2023			2023-2024			2024-2025		
	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
Regular Board Meeting

6. Business and Non Instructional Operations
Agenda Item 3.1 ADA Report - 8th Grade

Month	2016-2017			2017-2018			2018-2019		
	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)
1	41	40	40						
2	41	40	40						
3	41	40	40						
4									
5									
6									
7									
8									
9									
10									
11									
12									

Month	2019-2020			2020-2021			2021-2022		
	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									

Month	2022-2023			2023-2024			2024-2025		
	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**

SEQUOIA UNION SCHOOL DISTRICT
Regular Board Meeting

6. Business and Non Instructional Operations

Agenda Item 3.1

ADA Report – Whole District

Month	2009-2010			2010-2011			2011-2012		
	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)	Enrollment(f)	ADA(k)	YTD ADA(p)
1	363	350	350	340	331	331	332	322	322
2	359	343	346	339	331	331	332	322	322
3	343	328	342	336	330	330	339	328	324
4	354	338	341	337	327	330	327	320	323
5	363	344	342	330	321	328	328	316	322
6	367	352	342	332	318	327	328	315	320
7	365	343	343	329	316	325	328	315	320
8	367	350	344	329	307	322	335	325	320
9	367	356	345	326	317	322	333	319	320
10	371	357	346	326	314	321			
11	365	352	347	326	317	321			
12	353	343	347						

Month	2012-2013			2013-2014			2014-2015		
	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA
1	304	297	297	317	297	297	314	303	303
2	308	300	298	318	302	299	316	304	304
3	304	297	298	321	307	302	314	302	303
4	302	293	297	323	309	304	315	302	303
5	306	288	295	326	305	304	325	305	303
6	308	293	295	330	316	306	327	311	304
7	311	295	295	329	320	308	325	311	305
8	316	301	296	328	318	309	323	315	306
9	319	306	297	323	314	309	326	305	306
10	319	304	297	325	313	309	327	308	307
11				325	317	310	321	307	307

Month	2015-2016			2016-2017			2017-2018		
	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA	Enrollment	ADA	YTD ADA
1	317	297	297	337	323	323			
2	313	300	298	337	323	323			
3	318	299	298	338	311	319			
4	314	297	298						
5	316	291	295						
6	313	301	295						
7	312	300	296						
8	316	299	296						
9	321	305	297						
10	317	307	298						
11									

Recommended Action: **Information Only**

**5472116 Sequoia Union Elementary
District**

Generated on 12/02/2016 02:41:35 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 10/10/2016 - 11/11/2016 School(s): 1 Calendar(s): 3

Grade: TK, K, 01, 02, 03, 04, 05, 06, 07, 08

SUMMARY Total Schools: 1 Total Calendars: 3

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	4	80	15	61	4.00	3.05	4	0.20	76.25%	
K	39	780	37	704	39.00	35.20	19	0.95	90.26%	
01	30	595	33	533	29.75	26.65	9	0.45	89.58%	
02	43	845	25	778	42.25	38.90	13	0.65	92.07%	
03	38	750	44	670	37.50	33.50	24	1.20	89.33%	
04	31	609	25	553	30.45	27.65	19	0.95	90.80%	
05	39	775	42	695	38.75	34.75	10	0.50	89.68%	
06	39	741	7	734	39.00	38.64	0	0.00	99.06%	
07	34	646	23	623	34.00	32.80	0	0.00	96.44%	
08	41	779	25	754	41.00	39.69	6	0.31	96.79%	
Total	10	338	6600	276	6105	335.70	310.83	104	5.21	92.50%

School: Sequoia Elementary Charter Calendar: K-5 Elementary 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	4	80	15	61	4.00	3.05	4	0.20	76.25%	
K	39	780	37	704	39.00	35.20	19	0.95	90.26%	
01	30	595	33	533	29.75	26.65	9	0.45	89.58%	
02	43	845	25	778	42.25	38.90	13	0.65	92.07%	
03	38	750	44	670	37.50	33.50	24	1.20	89.33%	
04	31	609	25	553	30.45	27.65	19	0.95	90.80%	
05	39	775	42	695	38.75	34.75	10	0.50	89.68%	
Total	7	224	4434	221	3994	221.70	199.70	98	4.90	90.08%

School: Sequoia Elementary Charter Calendar: 6-7 Jr. High 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
06	39	741	7	734	39.00	38.64	0	0.00	99.06%	
07	34	646	23	623	34.00	32.80	0	0.00	96.44%	
Total	2	73	1387	30	1357	73.00	71.44	0	0.00	97.84%

School: Sequoia Elementary Charter Calendar: 8 - Jr. High 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
08	41	779	25	754	41.00	39.69	6	0.31	96.79%	
Total	1	41	779	25	754	41.00	39.69	6	0.31	96.79%

16-17
Sequoia Elementary Charter

23958 Avenue 324, Lemon Cove CA 93244
 Generated on 12/02/2016 02:40:06 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 10/10/2016 - 11/11/2016 School(s): 1 Calendar(s): 1
 Grade: TK, K, 01, 02, 03, 04, 05

School: Sequoia Elementary Charter Calendar: K-5 Elementary 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	4	80	15	61	4.00	3.05	4	0.20	76.25%	
K	39	780	37	704	39.00	35.20	19	0.95	90.26%	
01	30	595	33	533	29.75	26.65	9	0.45	89.58%	
02	43	845	25	778	42.25	38.90	13	0.65	92.07%	
03	38	750	44	670	37.50	33.50	24	1.20	89.33%	
04	31	609	25	553	30.45	27.65	19	0.95	90.80%	
05	39	775	42	695	38.75	34.75	10	0.50	89.68%	
Total	7	224	4434	221	3994	221.70	199.70	98	4.90	90.08%

16-17

Sequoia Elementary Charter

23958 Avenue 324, Lemon Cove CA 93244
Generated on 12/02/2016 02:40:36 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 10/10/2016 - 11/11/2016 School(s): 1 Calendar(s): 1
Grade: 06, 07

School: Sequoia Elementary Charter Calendar: 6-7 Jr. High 16-17

	Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
								Days	Avg. Daily	
	06	39	741	7	734	39.00	38.64	0	0.00	99.06%
	07	34	646	23	623	34.00	32.80	0	0.00	96.44%
Total	2	73	1387	30	1357	73.00	71.44	0	0.00	97.84%

16-17
Sequoia Elementary Charter
 23958 Avenue 324, Lemon Cove CA 93244
 Generated on 12/02/2016 02:41:17 PM Page 1 of 1

Attendance/Membership Summary Report
 Start/End Date: 10/10/2016 - 11/11/2016 School(s): 1 Calendar(s): 1
 Grade: 08

School: Sequoia Elementary Charter Calendar: 8 - Jr. High 16-17

	Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
								Days	Avg. Daily	
	08	41	779	25	754	41.00	39.69	6	0.31	96.79%
Total	1	41	779	25	754	41.00	39.69	6	0.31	96.79%

**5472116 Sequoia Union Elementary
District**

Generated on 12/02/2016 02:42:55 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 08/11/2016 - 11/11/2016 School(s): 1 Calendar(s): 3

Grade: TK, K, 01, 02, 03, 04, 05, 06, 07, 08

SUMMARY Total Schools: 1 Total Calendars: 3

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	4	240	22	214	4.00	3.57	5	0.08	89.17%	
K	39	2340	116	2185	39.00	36.40	59	1.00	93.38%	
01	30	1773	95	1649	29.55	27.48	32	0.56	93.01%	
02	43	2564	79	2443	42.73	40.69	29	0.52	95.28%	
03	38	2239	75	2128	37.32	35.45	41	0.71	95.04%	
04	31	1818	56	1722	30.30	28.68	39	0.66	94.72%	
05	39	2305	74	2192	38.42	36.52	23	0.43	95.10%	
06	39	2250	49	2201	38.14	37.31	8	0.15	97.82%	
07	34	1987	59	1928	33.68	32.68	17	0.30	97.03%	
08	41	2406	58	2348	40.78	39.78	19	0.35	97.59%	
Total	10	338	19922	683	19010	333.92	318.56	272	4.76	95.42%

School: Sequoia Elementary Charter Calendar: K-5 Elementary 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	4	240	22	214	4.00	3.57	5	0.08	89.17%	
K	39	2340	116	2185	39.00	36.40	59	1.00	93.38%	
01	30	1773	95	1649	29.55	27.48	32	0.56	93.01%	
02	43	2564	79	2443	42.73	40.69	29	0.52	95.28%	
03	38	2239	75	2128	37.32	35.45	41	0.71	95.04%	
04	31	1818	56	1722	30.30	28.68	39	0.66	94.72%	
05	39	2305	74	2192	38.42	36.52	23	0.43	95.10%	
Total	7	224	13279	517	12533	221.32	208.79	228	3.96	94.38%

School: Sequoia Elementary Charter Calendar: 6-7 Jr. High 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
06	39	2250	49	2201	38.14	37.31	8	0.15	97.82%	
07	34	1987	59	1928	33.68	32.68	17	0.30	97.03%	
Total	2	73	4237	108	4129	71.82	69.99	25	0.45	97.45%

School: Sequoia Elementary Charter Calendar: 8 - Jr. High 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
08	41	2406	58	2348	40.78	39.78	19	0.35	97.59%	
Total	1	41	2406	58	2348	40.78	39.78	19	0.35	97.59%

16-17
Sequoia Elementary Charter

23958 Avenue 324, Lemon Cove CA 93244
 Generated on 12/02/2016 02:42:16 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 08/11/2016 - 11/11/2016 School(s): 1 Calendar(s): 1
 Grade: TK, K, 01, 02, 03, 04, 05

School: Sequoia Elementary Charter Calendar: K-5 Elementary 16-17

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	4	240	22	214	4.00	3.57	5	0.08	89.17%	
K	39	2340	116	2185	39.00	36.40	59	1.00	93.38%	
01	30	1773	95	1649	29.55	27.48	32	0.56	93.01%	
02	43	2564	79	2443	42.73	40.69	29	0.52	95.28%	
03	38	2239	75	2128	37.32	35.45	41	0.71	95.04%	
04	31	1818	56	1722	30.30	28.68	39	0.66	94.72%	
05	39	2305	74	2192	38.42	36.52	23	0.43	95.10%	
Total	7	224	13279	517	12533	221.32	208.79	228	3.96	94.38%

16-17

Sequoia Elementary Charter

23958 Avenue 324, Lemon Cove CA 93244
Generated on 12/02/2016 02:42:31 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 08/11/2016 - 11/11/2016 School(s): 1 Calendar(s): 1
Grade: 06, 07

School: Sequoia Elementary Charter Calendar: 6-7 Jr. High 16-17

	Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
								Days	Avg. Daily	
	06	39	2250	49	2201	38.14	37.31	8	0.15	97.82%
	07	34	1987	59	1928	33.68	32.68	17	0.30	97.03%
Total	2	73	4237	108	4129	71.82	69.99	25	0.45	97.45%

16-17
Sequoia Elementary Charter

23958 Avenue 324, Lemon Cove CA 93244
 Generated on 12/02/2016 02:42:42 PM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 08/11/2016 - 11/11/2016 School(s): 1 Calendar(s): 1
 Grade: 08

School: Sequoia Elementary Charter Calendar: 8 - Jr. High 16-17

	Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
								Days	Avg. Daily	
	08	41	2406	58	2348	40.78	39.78	19	0.35	97.59%
Total	1	41	2406	58	2348	40.78	39.78	19	0.35	97.59%

**SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
Cafeteria Report
8-Dec-16**

Beginning Balance:

YTD. Actuals

<i>Revenue</i>	2016-17		Balance	<u>Prior Year</u>	
	Budgeted	Current		Budgeted	Current
FEDERAL	\$ 60,000.00	\$23,640.72	\$ 36,359.28	74,312	23,938.72
STATE	\$ 5,000.00	\$1,759	\$ 3,241.13	5,691.82	1,819.19
DAILY SALES	\$ 35,000.00	\$16,474.97	\$ 18,525.03	32,000	16,897.49
INTEREST	\$ 35.00	\$ 35.81	\$ (0.81)	100	\$ 16.60
FAIR VALUE		\$ (75.34)	\$ 75.34		-6.5
TOTAL	\$ 100,035.00	\$41,835.03	\$ 58,199.97	112,104	42,665.50

<i>Expenses</i>	2016-17		Balance	<u>Prior Year</u>	
	Budgeted	Current		Budgeted	Current
SALARIES	\$ 59,951.00	\$24,637.94	\$ 35,313.06	54,167.89	26,337.51
BENEFITS	\$ 30,741.00	\$10,562.32	\$ 19,378.56	28,391.78	12,109.97
FOOD (DISTRICT)	\$34,000.00	\$14,086.66	\$19,913.34	37,867.80	20,142.34
NON-FOOD (DISTRICT)	\$ 6,500.00	\$2,541.13	\$ 3,958.87	6,487	1,836.34
EQUIPMENT	\$ -		\$ -	0.00	0.00
TRAVEL	\$ 200.00	\$76.14	\$ 123.86	200.00	50.60
Buildings & Improvement	\$ -	\$0.00			
TOTAL	\$ 131,392.00	\$51,904.19	\$ 78,687.69	127,114.71	60,476.76

EXCESS (Deficiency) of Revenue

Audit Adjustment: \$0.00

Fund Balance:

Transfer from Unrestricted: \$31,357

42 Sequoia Union Elementary School District
Tulare County Office of Education
Accounts Payable Final - 11/10/2016 11:16:52 A

11/10/2016
 11:16:57AM

Page 1 of 3
 APY500

For December, 2016

**** FINAL ****
Batch No 111

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013123	BANK OF THE SIERRA	PV-170221	11/10/2016		4798-5100-4059-0032		011-00000-0-00000-71500-58000-0	\$76.86			M
	BANK OF THE SIERRA		11/10/2016		4798-5100-4059-0032		010-11000-0-11100-10000-43000-0	\$713.63			M
							Total Check Amount:	\$790.49			
014023	Citi Cards	PV-170219	11/10/2016		0426		010-00000-0-00000-82000-43000-0	\$32.85			
	Citi Cards		11/10/2016		0426		011-00000-0-00000-82000-43000-0	\$265.75			
	Citi Cards		11/10/2016		0426		010-00000-0-00000-71500-58000-0	\$70.00			
							Total Check Amount:	\$368.60			
011909	CULLIGAN WATER CONDITIONING	PV-170220	11/10/2016		16774		010-00000-0-00000-82000-55000-0	\$108.05			
	CULLIGAN WATER CONDITIONING		11/10/2016		16774		011-00000-0-00000-82000-55000-0	\$874.20			
							Total Check Amount:	\$982.25			
013871	FGL Environmental	PV-170218	11/10/2016		4011233		010-00000-0-00000-82000-55000-0	\$5.50			
	FGL Environmental		11/10/2016		4011233		011-00000-0-00000-82000-55000-0	\$44.50			
							Total Check Amount:	\$50.00			
013591	Fresno Hauling	PV-170202	11/10/2016				010-00000-0-00000-82000-55000-0	\$145.71			
	Fresno Hauling		11/10/2016				011-00000-0-00000-82000-55000-0	\$1,178.89			
							Total Check Amount:	\$1,324.60			
014020	Frontier	PV-170200	11/10/2016		209-148-0710-0123985		010-00000-0-00000-82000-55000-0	\$12.49			
	Frontier		11/10/2016		209-148-0710-0123985		011-00000-0-00000-82000-55000-0	\$100.99			
	Frontier		11/10/2016				010-00000-0-00000-82000-55000-0	\$42.52			
	Frontier		11/10/2016				011-00000-0-00000-82000-55000-0	\$344.00			
							Total Check Amount:	\$500.00			
014031	Greenfield Learning Inc.	PV-170224	11/10/2016		5113		010-42010-0-11100-10000-43000-0	\$341.00			
	Greenfield Learning Inc.		11/10/2016		5113		010-42030-0-11100-10000-43000-0	\$1,433.75			
	Greenfield Learning Inc.		11/10/2016		5113		010-30100-0-11100-10000-43000-0	\$545.25			
							Total Check Amount:	\$2,320.00			
013709	Key Evidence Lock & Safe	PV-170208	11/10/2016		51016		010-00000-0-00000-82000-56000-0	\$100.63			
	Key Evidence Lock & Safe		11/10/2016		51016		011-00000-0-00000-82000-56000-0	\$814.15			

** FINAL **
 Batch No 111

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
014011	Kings Co. Office of Education	PV-170217	11/10/2016		170312		010-00000-0-00000-71500-52000-0	\$914.78			
Total Check Amount:								\$150.00			
012998	MAJOR SYSCO	PV-170211	11/10/2016		751834		130-53100-0-00000-37000-47000-0	\$150.00			
	MAJOR SYSCO		11/10/2016		751834		130-53100-0-00000-37000-43000-0	\$2,273.83			
								\$282.60			
Total Check Amount:								\$2,556.43			
013747	Mission Uniform Service	PV-170216	11/10/2016		219819		010-00000-0-00000-82000-43000-0	\$51.28			
	Mission Uniform Service		11/10/2016		219819		011-00000-0-00000-82000-43000-0	\$414.90			
Total Check Amount:								\$466.18			
013997	Precision Roller	PV-170223	11/10/2016		2154717		010-11000-0-11100-10000-43000-0	\$84.00			
Total Check Amount:								\$84.00			
012151	PRODUCERS	PV-170215	11/10/2016		20839806		130-53100-0-00000-37000-47000-0	\$240.40			
Total Check Amount:								\$240.40			
013674	Read Naturally	PV-170214	11/10/2016		210915		010-63000-0-11100-10000-43000-0	\$559.07			
Total Check Amount:								\$559.07			
013150	SAVEMART SUPERMARKET	PV-170207	11/10/2016		218985		130-53100-0-00000-37000-47000-0	\$36.56			
Total Check Amount:								\$36.56			
012129	SCHOLASTIC, INC	PV-170198	11/10/2016		5981901/5868467		010-11000-0-11100-10000-43000-0	\$672.71			
Total Check Amount:								\$672.71			
013717	School Works Inc	PV-170213	11/10/2016		2398		010-00000-0-00000-71500-58000-0	\$55.00			
	School Works Inc		11/10/2016		2398		011-00000-0-00000-71500-58000-0	\$445.00			
Total Check Amount:								\$500.00			
013990	Security First Alarm King	PV-170210	11/10/2016		30760		010-00000-0-00000-82000-56000-0	\$409.20			
	Security First Alarm King		11/10/2016		30760		011-00000-0-00000-82000-56000-0	\$3,310.80			

Tulare County Office of Education
Accounts Payable Final - 11/10/2016 11:16:52 A

11/10/2016
11:17:02AM

Page 3 of 3
APY500

For December, 2016

** FINAL **
Batch No 111
Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
005168	SEQUOJA UN ELEMENTARY SEQUOJA UN ELEMENTARY	PV-170204	11/10/2016 11/10/2016		Sequoia Union Sequoia Union		011-00000-0-00000-71500-43000-0 010-07200-0-11100-10000-43000-0	\$371.15 \$125.95		
							Total Check Amount:	\$497.10		
013076	SISC III	PV-170212	11/10/2016		72116		010-00000-0-00000-00000-95024-0	\$29,227.30	A	
							Total Check Amount:	\$29,227.30		
012018	SMART & FINAL IRIS CO. SMART & FINAL IRIS CO.	PV-170199	11/10/2016 11/10/2016		60124600020384136 60124600020384136		130-53100-0-00000-37000-47000-0 130-53100-0-00000-37000-43000-0	\$126.37 \$85.96		
							Total Check Amount:	\$212.33		
013718	Southwest School & Office Supl	PV-170209	11/10/2016		359240		010-11000-0-11100-10000-43000-0	\$768.87		
							Total Check Amount:	\$768.87		
014028	The Flippen Group, L.L.C.	PV-170206	11/10/2016		49581		010-07200-0-11100-10000-52000-0	\$1,327.90	B	
							Total Check Amount:	\$1,327.90		
014032	Typing Agend, LLC	PV-170222	11/10/2016		7803		010-07200-0-11100-10000-43000-0	\$690.00		
							Total Check Amount:	\$690.00		
012751	WAGNER, HOPE WAGNER, HOPE	PV-170205	11/10/2016 11/10/2016		Sequoia Union Sequoia Union		130-53100-0-00000-37000-47000-0 130-53100-0-00000-37000-52000-0	\$24.48 \$12.96		
							Total Check Amount:	\$37.44		
006424	WOODLAKE HARDWARE CO WOODLAKE HARDWARE CO	PV-170203	11/10/2016 11/10/2016		05387 05387		010-00000-0-00000-82000-43000-0 011-00000-0-00000-82000-43000-0	\$1.35 \$10.92		
							Total Check Amount:	\$12.27		

42 Sequoia Union Elementary School Dis
Tulare County Office of Education
Accounts Payable Final - 11/10/2016 11:16:52 A

Page 1 of 1
 APY500

11/10/2016
 11:17:02AM

** FINAL **
 Batch No 111

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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Total District Payment Amount: \$49,009.28

42 Sequoia Union Elementary School District
Tulare County Office of Education
Accounts Payable Final - 11/10/2016 11:16:52 A

Page 1 of 1
 APY500


11/10/2016
 11:17:02AM

** FINAL **
 Batch No 111

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 111
 Total Accounts Payable: \$49,009.28

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 \$49,009.28 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
 11-15-16
 Date

Fund Summary	Total
010	\$37,674.01
011	\$8,252.11
130	\$3,083.16
Total	\$49,009.28

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

Month/Day/Year: 11 / 14 / 16

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 _____	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>0</u>	No. Enclosed <u>0</u>
Automatic Payroll Deposit Form Authorization	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
PERS Action Form	<u>0</u>	No. Enclosed <u>0</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>46,331.01</u>	Total Amount \$ <u>47,128.54</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).

[Signature]
 District Authorized Signature

11, 14, 16
 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
GENERAL FUND FINANCIAL REPORT
REGULAR MEETING
8-Dec-16**

GENERAL FUND FINANCIAL REPORT

Prior Year

<u>Classification</u>	<u>Approved Bud.</u>	<u>Year to Date</u>	<u>o/o Rec'd.</u>	<u>Balance</u>	<u>Approved Bud.</u>	<u>Year to Date</u>
Total Rev. Limit	\$ 571,975.00	315,020.16	\$ 0.55	\$ 256,954.84	2,358,135.00	1,117,365.16
Fed. Rev.	\$ 125,550.00	47,679.00	\$ 0.38	\$ 77,871.00	159,168	11,556.00
State Rev.	\$ 200,073.00	245,577.97	\$ 1.23	\$ (45,504.97)	775,069	133,762.51
Local Rev.	\$ 31,200.00	-6,636.28	\$ (0.21)	\$ 37,836.28	61,997	16,689.56
Total Rev.	\$ 928,798.00	601,660.85	\$ 0.65	\$ 327,137.15	3,354,369	1,279,373.23
				\$ -		
Expenditures				\$ -		
Certificated salaries	\$ 169,946.00	264,365.19	\$ 1.56	\$ (94,419.19)	1,002,744	450,470.30
Classified salaries	\$ 222,426.00	155,988.05	\$ 0.70	\$ 66,437.95	452,893.00	244,752.27
Benefits	\$ 143,277.00	125,052.29	\$ 0.87	\$ 18,224.71	597,356.00	247,281.92
Textbooks/supl.	\$ 158,912.00	79,066.80	\$ 0.50	\$ 79,845.20	193,932	147,443.74
Dues/Memberships	\$ 605.00	1,661.48	\$ 2.75	\$ 4,895.00	5,500	5,008.88
Travel/Staff Development	\$ 26,844.00	20,291.74	\$ 0.76	\$ 6,552.26	18,653.25	5,367.62
Insurance	\$ 13,670.00	9,991.00	\$ 0.73	\$ 3,679.00	15,000.00	6,455.00
Housekeeping	\$ 14,300.00	13,403.15	\$ 1.00	\$ 896.85	130,000.00	69,099.14
Rentals/Leases/Repairs	\$ 6,000.00	21,366.05	\$ 3.56	\$ (15,366.05)	63,500.00	24,882.19
Pension Penalties & Interest		4.12				
Services	\$ 42,711.00	23,534.73	\$ 0.55	\$ 19,176.27	149,484.00	35,119.85
Subagreements	\$ 28,619.00	5,849.80	\$ 0.20	\$ 22,769.20	28,619	5,849.80
Capital Outlay	\$ 184,650.00	45,508.20	\$ 0.25	\$ 139,141.80	708,680.14	35,340.45
Other Outgo	\$ 880.00	-1,417.00	\$ (1.61)	\$ 2,297.00	3,943.00	3,490.00
Total Expenditures	\$ 1,012,840.00	764,665.60	\$ 0.75	\$ 248,174.40	3,370,304.51	1,280,561.16
Surplus/Deficit	-115,399.00					
Interfund Transfers Out	31,357.00					
Beginning Balance	1,814,210.34					
Projected Ending Balance						
Components	1,698,811.34					
of ending	Designated Res.		Revolving Fund	Undesignated	Contributions	
balance	756,832.04		2,000.00	971,336.20	-31,357	

**SEQUOIA UNION SCHOOL DISTRICT
GENERAL FUND FINANCIAL REPORT
REGULAR MEETING
8-Dec-17**

Charter Fund Financial Report

Classification	Approved Bud.	Year to Date	o/o Rec'd.	Balance
Rev. Limit	\$2,242,759	\$392,194.00	\$ 0.17	\$ 1,850,565.00
State Rev.	\$67,989			
Total Rev.	\$2,310,748	\$ 392,194.00	\$ 0.19	\$ 1,620,566.00
				\$ -
Expenditures				\$ -
Certificated salaries	\$ 916,254.00	\$171,609.47	\$ 0.19	\$ 744,644.53
Classified salaries	\$289,115.00	\$70,555.08	\$ 0.24	\$ 218,559.92
Benefits	\$405,351.00	\$100,928.86	\$ 0.25	\$ 304,422.14
Textbooks/supl.	\$27,590.00	\$ 12,073.06	\$ 0.44	\$ 15,516.94
Dues/Memberships	\$ 4,895.00	\$ 2,928.10	\$ 0.60	\$ 1,966.90
Travel/Staff Development	\$12,000.00	\$6,989.98	\$ 0.58	\$ 5,010.02
Insurance	\$ -	\$ -		\$ -
Utilities	\$ 115,700.00	\$ 33,749.82	\$ 0.29	\$ 81,950.18
Rentals/Leases/Repairs	\$ 44,500.00	\$ 6,072.13	\$ 0.14	\$ 38,427.87
Services	\$74,133.00	\$5,467.37	\$ 0.07	\$ 68,665.63
Subagreements	\$0	\$ -		\$ -
Other Outgo	\$7,120	\$ -	\$ -	\$ 7,120.00
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,896,658.00	\$410,373.87	\$ 0.22	\$ 1,486,284.13
Surplus/Deficit	\$414,090.00			
Beginning Balance				
Audit Adjustment	\$0.00			
Contributions				
Projected Ending Balance				
Components	414,090.00			
of ending	Revolving Fund		Designated Reserves	
balance				Designated for Revenue Limit Deficits

Designated For Revenue Limit Deficits

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

1V. ACTION ITEMS

Agenda Item 4.2 OTHER BUSINESS ITEMS:

a. 1st Interim Report for 2016-17:

The Board will be requested to review and approve the 1st Interim report which includes Cash Flow Projections, Standards and Criteria, Salary & Benefits Projections and Budget Revisions

Recommendations: Approve 1st Interim Report

On a motion of member _____, and seconded by _____, the Board voted to approve the 1st Interim report for 2016-17.

BOARD MEMBERS	AYE	NO	ABSTAIN	ABSENT
Anna Eynaud	_____	_____	_____	_____
Milo Gorden	_____	_____	_____	_____
Matt McEwen	_____	_____	_____	_____
James McNulty	_____	_____	_____	_____
Bradley Ward	_____	_____	_____	_____

Agenda item 4.2a

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

V. OTHER ACTION ITEMS

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

The Board will be requested to review and approve the claims for reimbursement from Keller/Wegley Engineers. Also, an update will be given to the Board regarding the progress on the well project.

Recommendations: Approve claims for reimbursement

On a motion of member _____, and seconded by _____, the Board voted to approve claims for reimbursement.

BOARD MEMBERS	AYE	NO	ABSTAIN	ABSENT
Anna Eynaud				
Milo Gorden				
Matt McEwen				
Milo Gorden				
Bradley Ward				

Agenda item 5.1

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

V. OTHER ACTION ITEMS

5.2 Interdistrict Agreement Requests:

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

No report

Recommendations: Approve interdistrict agreement requests

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

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

Agenda item 5.2

Interdistrict IN For Board Approval 2016-2017 School Year

Month: December

	Grade	District	Continuing/New
<u>Exeter Unified</u>			
Nicholas Enochs	8	Exeter	Continuing Student

SEQUOIA UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
December 8, 2016

VI. ORGANIZATIONAL MEETING

6.1 Annual Organizational Meeting:

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

- a. Certificates of Appointment in Lieu of Election & Oath of Office for Board Members
- b. Elect a new President and Clerk
- c. Sign the Authorized Signature Form
- d. Elect a Board representative to vote in the 2017 election of County Committee Members
- e. Sign the Statement of Facts

B. Swear in Members

Dr. Powell will read the oaths of office and swear in members

C. Elect a new President and Clerk

On a motion of _____, and seconded by _____, was nominated for office of President of the Board and was elected by a vote as follows:

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

On a motion of _____, and seconded by _____,
was nominated for office of Clerk of the Board and was elected by a vote as follows:

BOARD MEMBERS	AYE	NO	ABSTAIN	ABSENT
Anna Eynaud	_____	_____	_____	_____
Milo Gorden	_____	_____	_____	_____
Matt McEwen	_____	_____	_____	_____
James McNulty	_____	_____	_____	_____
Bradley Ward	_____	_____	_____	_____

c. Authorized Signatures:

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 and Business Manager*
- d. Authorization to sign warrant orders: *Superintendent and Business Manager*
- e. Authorized to sign employment contracts, purchase orders and cafeteria reports: Superintendent, Business Manager, all Board members and cafeteria manager.

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

BOARD MEMBERS	AYE	NO	ABSTAIN	ABSENT
Anna Eynaud	_____	_____	_____	_____
Milo Gorden	_____	_____	_____	_____
Matt McEwen	_____	_____	_____	_____
James McNulty	_____	_____	_____	_____
Bradley Ward	_____	_____	_____	_____

d. Elect a Board representative to vote in the 2017 election of County Committee Members:

On a motion of _____, and seconded by _____,
the Board voted to nominate _____ as the representative to participate
in the 2017 election of members to the County Committee on School District organization.

e. Statement of Facts Roster of Public Agencies:

The Statement of Facts roster will be signed by all Board Members.

Agenda Item 6.1

Tulare County Office of Education

Committed to Students, Support and Service

November 22, 2016

To: District Superintendents

From:  Jim Vidak
Tulare County Superintendent of Schools

Subject: **CERTIFICATES OF APPOINTMENT IN LIEU OF ELECTION &
OATHS OF OFFICE FOR BOARD MEMBERS**

Enclosed are the Certificates of Appointment in Lieu of Election and Oaths of Office for the district's use in seating board members who did not need to stand for election on November 8, 2016.

Pursuant to Education Code sections 5326 and 5328, where no election was held, qualified persons who were appointed in lieu of election shall be seated at the organizational meeting of the board as if elected at a district election.

The new terms of office begin on the first Friday in December, pursuant to Education Code section 5017. The organizational meeting is held on the first Friday in December or within the following 15 day period (this year between December 2 and December 16, 2016).

Board members are to be sworn in before a governing board member, a school officer, state or county officer, judicial officer or notary public. After completion of the oath of office form by the board members and the person administering the oath, please distribute the documents and copies as follows:

- **ORIGINAL:** Tulare County Elections Office
5951 S. Mooney Boulevard
Visalia CA 93277
- **COPY:** Shelly DiCenzo, Business Services
Tulare County Office of Education
PO Box 5091
Visalia CA 93278-5091
- **COPY:** School District Office
- **COPY:** Board Member that was sworn in

Please feel free to contact Shelly DiCenzo at 733-6312 or shellyd@tcoe.org if you have any questions.

JV/sd

Enclosure

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

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

State of California)
County of Tulare)

This certifies that James McNulty has been appointed to the office of Member of the Governing Board for the Sequoia Union School District of Tulare County, California, in lieu of election, for a term of four years ending December 4, 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 Member of the Governing Board prior to the election, which was held on the 8th day of November 2016.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 16th day of November 2016.

JIM VIDA, TULARE COUNTY SUPERINTENDENT OF SCHOOLS



OATH OF OFFICE

State of California)
County of Tulare)

I, James McNulty, 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 _____ 2016.

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

State of California)
County of Tulare)

This certifies that Milo Gorden has been appointed to the office of Member of the Governing Board for the Sequoia Union School District of Tulare County, California, in lieu of election, for a term of four years ending December 4, 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 Member of the Governing Board prior to the election, which was held on the 8th day of November 2016.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 16th day of November 2016.

JIM VIDAK, TULARE COUNTY SUPERINTENDENT OF SCHOOLS



OATH OF OFFICE

State of California)
County of Tulare)

I, Milo Gorden, 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 _____ 2016.

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.

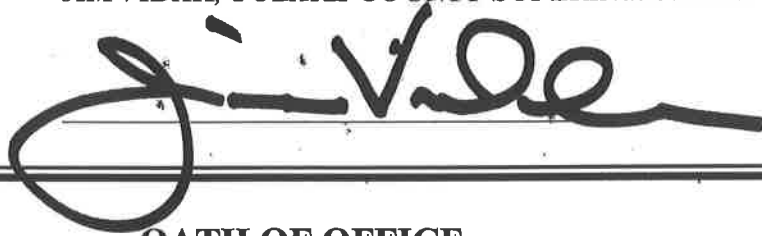
CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

State of California)
County of Tulare)

This certifies that Anna Eynaud has been appointed to the office of Member of the Governing Board for the Sequoia Union School District of Tulare County, California, in lieu of election, for a term of two years ending December 7, 2018. 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 Member of the Governing Board prior to the election, which was held on the 8th day of November 2016.

IN WITNESS WHEREOF, I have hereunto affixed my hand this 16th day of November 2016.

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 _____ 2016.

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.

Tulare County Office of Education

Committed to Students, Support and Service

November 1, 2016

To: All District Superintendents

From: Jim Vidak, County Superintendent of Schools

SUBJECT: **ANNUAL ORGANIZATIONAL MEETING**
[Ed Code §35143] [*schedule between December 2 and 16, 2016*]

Enclosed are copies of four forms which need to be signed and completed at your annual district meeting for organizational purposes, to be held this year between December 2 and December 16.

PLEASE RETURN THE FORMS **to Shelly DiCenzo by January 13, 2017**, after obtaining the necessary signatures during the December meeting:

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 2017 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 the change. Send a **copy** to the **Tulare County Clerk** and a **copy** to my office, **Attn: Shelly**, as she updates our board records for officers with this form. If there are **no changes**, please indicate this on the form and **return to Shelly only**.

If you have *new board members, please have them complete the "Assuming Office Statement" portion of Form 700, *Statement of Economic Interests*, and have the departing board members complete the "Leaving Office Statement." If you do not have the current edition of the Manual and Form 700, it is available on the web 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.

/sjd
Enclosures (4)

***If you have new board members to be sworn in at your organizational meeting, certificates/oaths of office will be sent to you under separate cover.**

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

**AUTHORIZED SIGNATURES
FOR CALENDAR YEAR 2017**

_____ SCHOOL DISTRICT

TO: County Superintendent of Schools
ATTN: Shelly DiCenzo

In accordance with Education Code Section 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, 2016, the following person or persons, or a majority of them, each and every one of whom is an OFFICER OR EMPLOYEE of the above-mentioned school district and whose signature appears opposite his/her name, was/were authorized to sign orders in the name of said governing board. **THIS AUTHORIZATION SUPERSEDES ALL PREVIOUS AUTHORIZATIONS:**

TYPE OR PRINT NAME HERE:

AUTHORIZED PERSON SIGN HERE:

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

BY ORDER OF THE GOVERNING BOARD OF THE
_____ School District

Dated _____

By _____
Clerk/Secretary of said Board

The ORIGINAL of this form is to be filed with the Tulare County Office of Education and is for Tulare County Office of Education use only.

**BOARD REPRESENTATIVE TO VOTE IN 2017
ELECTION OF COUNTY COMMITTEE MEMBERS**

To: County Superintendent of Schools
Attn: Shelly DiCenzo

FROM: _____ School District

At its annual organizational meeting, this school district's governing board selected
_____ as its representative to participate in the 2017
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 2017
election of county committee members at the annual county school board's association dinner
which takes place in the fall (usually held in November after Election Day).

Dated _____

Clerk/Secretary of the Board

CERTIFICATION OF DISTRICT CLERK ELECTION

TO: County Superintendent of Schools
ATTN: Shelly DiCenzo

FROM: _____, Superintendent

WE HEREBY CERTIFY that, at a meeting of the Governing Board of the
_____ School District, held on December ____, 2016
_____ was duly elected District Clerk.
(name)

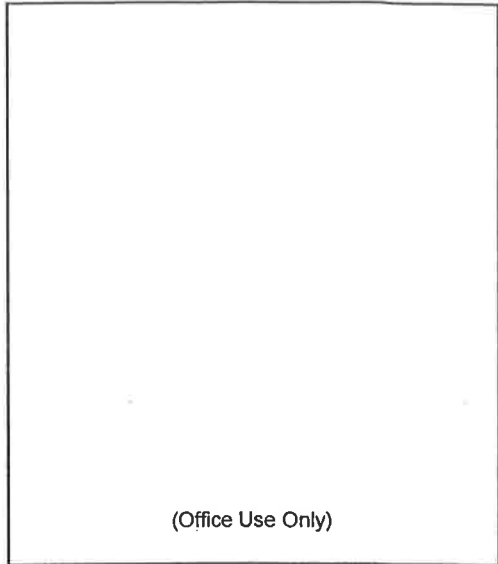
Signatures of Members of Board

INSTRUCTIONS--Forward this form to the County Superintendent of Schools without delay. Boards must elect a clerk at the organizational meeting (held annually in the 15-day period beginning the first Friday in December) and notify the County Superintendent of Schools at once. If a clerk is not elected at this time, the County Superintendent of Schools shall appoint a clerk (Education Code §35143).



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