

**Board of Trustees
October 12, 2017
Regular Meeting**

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 Report (LCAP)
- 3.6 Strategic Planning Update
- 3.7 Charter School Update
- 3.8 Action Plan for Students With Exceptional Needs

1V. ACTION SESSION

4.1 Approval of Consent Agenda Items
Approval of the September 14, 2017 Regular Meeting Minutes

BUSINESS ITEMS

- 4.1b A.D.A. Report
- 4.1c Cafeteria Report
- 4.1d Approve Payment of Bills for October
- 4.1e Approve Payroll for October
- 4.1f Approve Budget Report/Revisions

OTHER BUSINESS ITEMS

4.2a Resolution – In The Matter of Authorizing Inter-Fund Loan for Cash Flow Purposes

V. PERSONNEL

5.1 Emergency CLAD for Certificated Employee

V1. OTHER ACTION ITEMS

6.1 Update on Well Project and Approval of Claims –Nick Keller/Keller-Wegley Engineers:
The Board will authorize the publication of the notice inviting sealed bids for the
new source well distribution system. Set bid date for December 6, 2017 at 2:00 P.M.

V11. CLOSED SESSION – (Gov't. Code Section 54956.9, Gov't. Code 54954.9)

-CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of Litigation Pursuant to Subdivision of Government Code 54956.9

1 case

-CONFERENCE WITH LABOR NEGOTIATIONS

Agency negotiator – Mr. Jensen

Employee Organization – S.E.T.A.

Unrepresented Employees – Classified/Management Staff

V111. ADJOURNMENT

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

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

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

111. REPORTS & DISCUSSION

Agenda Item 3.2 Parent's Guild:

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

Information Only

Agenda Item 3.2

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

111. REPORTS & DISCUSSION

Agenda Item 3.3 S.S.C. Update:

Information Only

Agenda Item 3.3

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

111. REPORTS & DISCUSSION

Agenda Item 3.3 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 MEETING
October 12, 2017

111. REPORTS & DISCUSSION

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

Information Only

Agenda Item 3.5

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

111. REPORTS & DISCUSSION

Agenda Item 3.6 Strategic Planning Update:

Information Only

Agenda Item 3.6

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

111. REPORTS & DISCUSSION

Agenda Item 3.7 Charter School Update:

Information Only

Agenda Item 3.7

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

111. REPORTS & DISCUSSION

Agenda Item 3.8 Action Plan for Students with Exceptional Needs:

The Board will be presented with an update on the action plan for students with exceptional needs.

Information Only

Agenda Item 3.8

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

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 September 14, 2017 Regular Meeting Minutes
- 4.2b Approve A.D.A. Report
- 4.2c Cafeteria Report
- 4.2d Approve Payment of Bills for October
- 4.2e Approve October Payroll
- 4.2f Approve Budget Report/Revisions

Recommendations: Approve consent agenda items

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

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

**Sequoia Union Elementary School
Regular Meeting
October 12, 2017**

Board of Trustees of the Sequoia Union Elementary School held a regular meeting on September 14, 2017 at 23958 Ave. 324, Lemon Cove, CA.

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

MEMBERS PRESENT: Anna Eynaud, Milo Gorden; and, Matt McEwen

MEMBERS ABSENT: James McNulty and Bradley Ward

COMMENTS FROM THE PUBLIC: There were no public comments

REPORTS & DISCUSSION: Superintendent's Report:
Mr. Jensen informed the members that Janene Keller will be in charge of the Step Up Youth Program. Ten students will participate and the winners will receive a grant. Mr. Jardin will run the Science Olympiad this year. Jenna Holly will be in charge of the Spelling Bee. On the 25th of September Mr. Jensen will have a meeting with the Ag Commission, Ag Teacher of the Year and other staff members to start working on the AG focus for the Charter. Cierra Machado is helping with yard duty and the After School Program. We have also interviewed and offered employment for the Band teacher.

Parent's Guild:

No report

S.S.C. Update:

Stephanie Amaral stated that there are openings on the Board. Teacher and Classified staff will be asked if they would like to join the School Site Council. The terms are being reviewed to see how many openings they will have to fill this year.

S.E.T.A. Update:

No report

Local Control and Accountability Report (LCAP):

Tulare County Office of Education is working with Mr. Jensen for final approval.

Strategic Planning Update:

Mr. Jensen stated that all the staff is working together and stated that they

appreciate the Board recognizes them as professionals and allow them to do their jobs and place the students appropriately.

Charter School Update:

Mr. Jensen stated that he is working on a five-year plan with the Ag Committee. Community/parents and staff will be invited to participate.

Action Plan for Students with Exceptional Needs:

No report

Meal Charge Policy:

Tabled

ACTION SESSION:

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board approved the Consent Agenda items as submitted.

OTHER BUSINESS ITEMS:

J200 Annual Financial Report:

The annual financial report was reviewed with the members and audience. There was time allowed for questions and/or concerns.

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board voted to approve the annual financial report for 2016-17.

Appropriations Limit Resolution – (Gann Calc.):

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board voted to approve the appropriations limit resolution.

PUBLIC HEARING:

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board opened the meeting up for a Public Hearing.

Education Code Section 60119 requires each district to hold a public hearing to determine whether or not the students at each school in the District have adequate textbooks and instructional materials as a condition of funding eligibility.

No one addressed the Board on this item.

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board voted to approve resolution #3-In the Matter of Determining that Pupils have sufficient textbooks and instructional materials for the 2017-18 school year.

PERSONNEL:

Music Teacher Position:

Mr. Jensen stated that he held interviews for the music teacher position. There were three people that interviewed.

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board offered the music teacher position to Steve Morris.

Short Term Staff Permit for Kelly Lang:

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board approved the short-term staff permit to Kelly Lang.

**OTHER ACTION
ITEMS:**

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

No report

Interdistrict Agreement Requests:

No requests

Request to Salvage School Equipment:

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board voted to approve salvaging the 1986 Honda DX car, a John Deere Lawn Tractor; and, a 1988 Bluebird bus.

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board voted to salvage the items listed.

Bus Purchase Quote:

Information only, no decision

T.C.O.E. Tech Support Agreement:

Mr. Jensen stated that the agreement with the Tulare Co. Office of Education for tech support would be \$95.00 per hrs. The total of the annual contract should be around \$35,000.00.

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board voted to approve the T.C.O.E. Tech Support Agreement.

Superintendent's Contract Policy – Final Reading and Approval:

The third and final reading of the amended policy was presented.

On a motion of Anna Eynaud; and, seconded by Matt McEwen the Board approved the final reading of policy #2121a.

T.C.O.E. SELPA Assurance Letter:

On a motion of Matt McEwen; and, seconded by Anna Eynaud the Board voted to approve the SELPA assurance letter.

CLOSED SESSION: There was no Closed Session held

ADJOURNMENT: On a motion of Mat McEwen; and, seconded by Anna Eynaud the Board adjourned the meeting at 7:30 P.M.

**5472116 Sequoia Union Elementary
District**

23958 Avenue 324, Lemon Cove, CA 93244-
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Attendance/Membership Summary Report

Start/End Date: 08/07/2017 - 09/01/2017 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	5	85	1	84	5.00	4.94	1	0.06	98.82%	
K	34	577	16	561	33.94	32.99	15	0.90	97.23%	
01	43	725	46	679	42.65	39.92	44	2.62	93.66%	
02	36	611	31	580	35.94	34.10	14	0.84	94.93%	
03	42	714	37	677	42.00	39.80	34	2.02	94.82%	
04	43	731	27	704	43.00	41.39	24	1.43	96.31%	
05	37	620	40	580	36.47	34.09	34	2.03	93.55%	
06	37	629	0	629	37.00	37.00	0	0.00	100.00%	
07	37	629	0	595	37.00	35.00	0	0.00	94.59%	
08	33	560	0	560	32.94	32.94	0	0.00	100.00%	
Total	10	347	5881	198	5649	345.94	332.17	166	9.90	96.06%

School: Sequoia Elementary Charter Calendar: K-5 Elementary 17-18

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
TK	5	85	1	84	5.00	4.94	1	0.06	98.82%	
K	34	577	16	561	33.94	32.99	15	0.90	97.23%	
01	43	725	46	679	42.65	39.92	44	2.62	93.66%	
02	36	611	31	580	35.94	34.10	14	0.84	94.93%	
03	42	714	37	677	42.00	39.80	34	2.02	94.82%	
04	43	731	27	704	43.00	41.39	24	1.43	96.31%	
05	37	620	40	580	36.47	34.09	34	2.03	93.55%	
Total	7	240	4063	198	3865	239.00	227.23	166	9.90	95.13%

School: Sequoia Elementary Charter Calendar: 6-7 Jr. High 17-18

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
06	37	629	0	629	37.00	37.00	0	0.00	100.00%	
07	37	629	0	595	37.00	35.00	0	0.00	94.59%	
Total	2	74	1258	0	1224	74.00	72.00	0	0.00	97.30%

School: Sequoia Union Elementary Calendar: 8 - Jr. High 17-18

Grade	Student Count	Membership Days	Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
							Days	Avg. Daily		
08	33	560	0	560	32.94	32.94	0	0.00	100.00%	
Total	1	33	560	0	560	32.94	32.94	0	0.00	100.00%

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	347	332	332
2	313	300	298	337	323	323			
3	318	299	298	338	311	319			
4	314	297	298	333	318	319			
5	316	291	295	336	316	319			
6	313	301	295	332	316	317			
7	312	300	296	334	315	318			
8	316	299	296	330	318	318			
9	321	305	297	330	316	317			
10	317	307	298	330	314	317			
11									

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	33	33	33			
2	41	40	40						
3	41	40	40						
4	41	40	40						
5	41	39	40						
6	40	38	39						
7	40	38	39						
8	41	40	40						
9	40	39	39						
10	40	39	39						
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
Cafeteria Report
12-Oct-17**

Beginning Balance:

YTD. Actuals

<i>Revenue</i>	2017-18		Balance	<u>Prior Year</u>	
	Budgeted	Current		Budgeted	Current
FEDERAL	\$ 71,122.00	\$11,262.64	\$ 59,859.36	60,000	76,362.02
STATE	\$ 6,483.00	\$746	\$ 5,737.38	5,000.00	5,561.26
DAILY SALES	\$ 44,610.00	\$0.00	\$ 44,610.00	35,000	46,045.14
INTEREST	\$ 40.00	\$ -	\$ 40.00	35	\$ 42.17
FAIR VALUE			\$ -		-75.34
TOTAL	\$ 122,255.00	\$12,008.26	\$ 110,246.74	100,035	127,935.25

Expenses

SALARIES	\$ 68,065.00	\$15,074.00	\$ 52,991.00	59,951.00	60,990.47
BENEFITS	\$ 34,424.00	\$5,345.72	\$ 19,378.56	30,741.00	30,182.58
FOOD (DISTRICT)	\$45,000.00	\$4,783.98	\$40,216.02	45,535.00	45,534.34
NON-FOOD (DISTRICT)	\$ 10,000.00	\$523.02	\$ 9,476.98	8,172	8,074.15
EQUIPMENT	\$ -	\$ -	\$ -	7.50	7.49
TRAVEL	\$ 200.00	\$0.00	\$ 200.00	103.14	103.14
Buildings & Improvement	\$ -	\$0.00			
TOTAL	\$ 157,689.00	\$25,726.72	\$ 122,262.56	144,509.50	144,892.17

EXCESS (Deficiency) of Revenue

Audit Adjustment: \$0.00

Fund Balance:

Transfer from Unrestricted: \$35,434

Tulare County Office of Education
Accounts Payable Final PreList - 9/14/2017 5:20:22PM

9/14/2017
5:20:22PM

*** FINAL ***

Batch No 130

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013790	A. T. & T. Mobility	PV-180052	9/14/2017		287259272862		011-00000-0-00000-82000-55000-0	\$265.24			
	A. T. & T. Mobility		9/14/2017		287259272862		010-00000-0-00000-82000-55000-0	\$32.78			
							Total Check Amount:	\$298.02			
013192	AT&T	PV-180051	9/14/2017		020-785-8057-001		011-00000-0-00000-82000-55000-0	\$140.05			
	AT&T		9/14/2017		020-785-8057-001		010-00000-0-00000-82000-55000-0	\$17.31			
							Total Check Amount:	\$157.36			
013123	BANK OF THE SIERRA	PV-180056	9/14/2017		4798-5100-4059-0032		011-07200-0-11100-10000-43000-0	\$13.31	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		010-07200-0-11100-10000-43000-0	\$1.64	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		011-11000-0-11100-10000-43000-0	\$47.61	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		010-11000-0-11100-10000-43000-0	\$5.88	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		011-00000-0-00000-71500-58000-0	\$32.27	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		010-00000-0-00000-71500-58000-0	\$3.98	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		011-00000-0-00000-71500-58000-0	\$25.32	M		
	BANK OF THE SIERRA		9/14/2017		4798-5100-4059-0032		010-00000-0-00000-71500-58000-0	\$3.13	M		
							Total Check Amount:	\$133.14			
013804	Central Calif. Electronics Inc	PV-180058	9/14/2017		20417		011-00000-0-00000-82000-56000-0	\$299.35			
	Central Calif. Electronics Inc		9/14/2017		20417		010-00000-0-00000-82000-56000-0	\$36.99			
							Total Check Amount:	\$336.34			
013827	Central Sanitary Supply	PV-180060	9/14/2017		212975		011-00000-0-00000-82000-55000-0	\$1,857.39			
	Central Sanitary Supply		9/14/2017		212975		010-00000-0-00000-82000-55000-0	\$229.56			
							Total Check Amount:	\$2,086.95			
014023	City Cards	PV-180057	9/14/2017		0426		011-00000-0-00000-82000-43000-0	\$1,152.54	M		
	City Cards		9/14/2017		0426		010-00000-0-00000-82000-43000-0	\$142.44	M		
	City Cards		9/14/2017		0426		011-11000-0-11100-10000-43000-0	\$861.39	M		
	City Cards		9/14/2017		0426		010-11000-0-11100-10000-43000-0	\$106.46	M		
							Total Check Amount:	\$2,262.83			
011909	CULLIGAN WATER CONDITIONING	PV-180059	9/14/2017		16774		011-00000-0-00000-82000-55000-0	\$50.29			
	CULLIGAN WATER CONDITIONING		9/14/2017		16774		010-00000-0-00000-82000-55000-0	\$6.21			

Tulare County Office of Education
Accounts Payable Final PreList - 9/14/2017 5:20:22PM

9/14/2017
 5:20:22PM

*** FINAL ***
 Batch No 130

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
012777	FED EX CORP FED EX CORP	PV-180062	9/14/2017 9/14/2017		4018383854 4018383854		011-00000-0-00000-71500-43000-0 010-00000-0-00000-71500-43000-0	\$56.50 \$223.36 \$27.49			
Total Check Amount:								\$250.85			
013591	Fresno Hauling Fresno Hauling	PV-180050	9/14/2017 9/14/2017		Sequoia Union Sequoia Union		011-00000-0-00000-82000-55000-0 010-00000-0-00000-82000-55000-0	\$545.04 \$67.36			
Total Check Amount:								\$612.40			
014020	Frontier Frontier	PV-180061	9/14/2017 9/14/2017		Sequoia Union Sequoia Union		011-00000-0-00000-82000-55000-0 010-00000-0-00000-82000-55000-0	\$630.44 \$77.91			H
Total Check Amount:								\$708.35			
014008	Hapara, Inc. Hapara, Inc.	PV-180064	9/14/2017 9/14/2017		110026 110026		011-63000-0-11100-10000-43000-0 010-63000-0-11100-10000-43000-0	\$594.75 \$73.50			
Total Check Amount:								\$668.25			
014049	Heather Burkhardt Heather Burkhardt	PV-180071	9/14/2017 9/14/2017		Sequoia Union Sequoia Union		011-63000-0-11100-10000-43000-0 010-63000-0-11100-10000-43000-0	\$177.79 \$21.97			
Total Check Amount:								\$199.76			
013332	JANEENE Keller JANEENE Keller	PV-180070	9/14/2017 9/14/2017		Sequoia Union Sequoia Union		011-63000-0-11100-10000-43000-0 010-63000-0-11100-10000-43000-0	\$182.23 \$22.52			
Total Check Amount:								\$204.75			
013951	Jive Communications Inc. Jive Communications Inc.	PV-180063	9/14/2017 9/14/2017		817803 817803		011-00000-0-00000-82000-55000-0 010-00000-0-00000-82000-55000-0	\$419.81 \$51.88			
Total Check Amount:								\$471.69			
014050	Kelley Ritchie Kelley Ritchie	PV-180072	9/14/2017 9/14/2017		Sequoia Union Sequoia Union		011-63000-0-11100-10000-43000-0 010-63000-0-11100-10000-43000-0	\$99.16 \$12.25			
Total Check Amount:								\$111.41			
013747	Mission Uniform Service	PV-180053	9/14/2017		219819		011-00000-0-00000-82000-55000-0	\$2,076.13			H

Accounts Payable Final PreList - 9/14/2017 5:20:22PM

*** FINAL ***

Batch No 130

Vendor No	Vendor Name	Reference Number	Invoice Date	P0 #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013747	Mission Uniform Service	PV-180053	9/14/2017		219819		010-00000-0-00000-82000-55000-0	\$256.60	H	
							Total Check Amount:	\$2,332.73		
012895	MOONLIGHT MAINTENANCE INC	PV-180068	9/14/2017		20505		010-06205-0-00000-85000-58000-0	\$4,820.00	L	
							Total Check Amount:	\$4,820.00		
014042	Nayeli Rodriguez	PV-180066	9/14/2017		Sequoia Union		011-07200-0-11100-10000-52000-0	\$19.05	H	
	Nayeli Rodriguez		9/14/2017		Sequoia Union		010-07200-0-11100-10000-52000-0	\$2.35	H	
	Nayeli Rodriguez		9/14/2017		Sequoia Union		011-07200-0-11100-10000-43000-0	\$40.83	H	
	Nayeli Rodriguez		9/14/2017		Sequoia Union		010-07200-0-11100-10000-43000-0	\$5.04	H	
							Total Check Amount:	\$67.27		
013171	OFFICE DEPOT	PV-180065	9/14/2017		28266812		011-11000-0-11100-10000-43000-0	\$551.60		
	OFFICE DEPOT		9/14/2017		28266812		010-11000-0-11100-10000-43000-0	\$68.17		
							Total Check Amount:	\$619.77		
014048	Perry Jensen	PV-180069	9/14/2017		Sequoia Union		011-00000-0-00000-82000-43000-0	\$150.65		
	Perry Jensen		9/14/2017		Sequoia Union		010-00000-0-00000-82000-43000-0	\$18.62		
	Perry Jensen		9/14/2017		Sequoia Union		011-00000-0-00000-71500-43000-0	\$132.59		
	Perry Jensen		9/14/2017		Sequoia Union		010-00000-0-00000-71500-43000-0	\$16.38		
	Perry Jensen		9/14/2017		Sequoia Union		011-00000-0-00000-71500-52000-0	\$149.86		
	Perry Jensen		9/14/2017		Sequoia Union		010-00000-0-00000-71500-52000-0	\$18.52		
							Total Check Amount:	\$486.62		
013990	Security First Alarm King	PV-180055	9/14/2017		RMAN6733		011-00000-0-00000-82000-56000-0	\$329.30		
	Security First Alarm King		9/14/2017		RMAN6733		010-00000-0-00000-82000-55000-0	\$40.70		
							Total Check Amount:	\$370.00		
013076	SISC III	PV-180054	9/14/2017		72116		010-00000-0-00000-00000-95024-0	\$26,587.08	A	
							Total Check Amount:	\$26,587.08		
012018	SMART & FINAL IRIS CO.	PV-180067	9/14/2017		Sequoia Union Elemen		011-07200-0-11100-10000-43000-0	\$240.37		
	SMART & FINAL IRIS CO.		9/14/2017		Sequoia Union Elemen		010-07200-0-11100-10000-43000-0	\$29.70		
							Total Check Amount:	\$270.07		

Tulare County Office of Education

Accounts Payable Final PreList - 9/14/2017 5:20:22PM

9/14/2017
5:20:22PM

Page 4 of 4
APY500

*** FINAL ***

Batch No 130

Vendor No	Vendor Name	Reference Number	Invoice Date	P.O. #	Invoice No	Separate Check	Account Code	Amount	F5g	EFT
013866	Southern California Edison	PV-180049	9/14/2017		Sequoia Union		011-00000-0-00000-82000-55000-0	\$15,185.60		A
	Southern California Edison		9/14/2017		Sequoia Union		010-00000-0-00000-82000-55000-0	\$1,876.87		A
Total Check Amount:								\$17,062.47		

Audit

Tulare County Office of Education

Accounts Payable Final PreList - 9/14/2017 5:20:22PM

9/14/2017
5:20:22PM

Page 1 of 1
APY500

*** FINAL ***

Batch No 130

Audit

Amount Rag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code
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Total District Payment Amount: \$61,174.61

Accounts Payable Final PreList - 9/14/2017 5:20:22PM

*** FINAL ***

Batch No 130

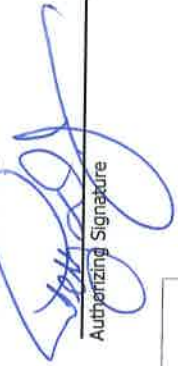
Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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Batch No 130

Total Accounts Payable:

\$61,174.61

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 61,174.61 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 42631.8-42634).



Authorizing Signature

9/18/2017

Date

Fund Summary	Total
010	\$34,681.29
011	\$26,493.32
Total	\$61,174.61

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

Month/Day/Year: 9 18 17

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 ~~submit~~ submit the Order to Pay on the last page of their Payroll Final printout rather than use this form.

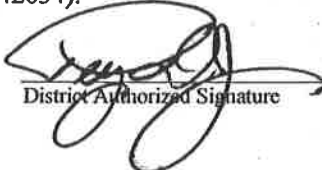
TCOE Personnel will input the Personnel Data from the PS01 Form for all Districts that do not have access to the computer system. Districts should check the box at the bottom of Form PS01 indicating if the Personnel Data has already been input.

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>1</u>	No. Enclosed <u>0</u>
Form PS03 Employee Distribution Additions	No. Enclosed <u>0</u>	No. Enclosed <u>1</u>
Form W-4 Withholding	No. Enclosed <u>0</u>	No. Enclosed <u>17</u>
Automatic Payroll Deposit Form Authorization	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
PERS Action Form	<u>0</u>	No. Enclosed <u>0</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>106,699.71</u>	Total Amount \$ <u>46,408.47</u>

47,007.30

ym

The Sequoia Union 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

9 20 17
 Date

TCOE Processing

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

Date Received by TCOE / /

Received & Processed By _____

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

Month/Day/Year: 10 / 4 / 77

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>4</u>	No. Enclosed <u>1</u>
Form PS02 Voluntary Deductions	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
Form PS03 Employee Distribution Additions	No. Enclosed <u>3</u>	No. Enclosed <u>3</u>
Form W-4 Withholding	No. Enclosed <u>4</u>	No. Enclosed <u>1</u>
Automatic Payroll Deposit Form Authorization	No. Enclosed <u>0</u>	No. Enclosed <u>0</u>
PERS Action Form	<u>0</u>	No. Enclosed <u>0</u>
Total Gross Payroll Must attach Adding Machine Tape	Total Amount \$ <u>10871.39</u>	Total Amount \$ <u>8210.26</u>

The Sequoia Union High 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).

Linda M. Shaw
 District Authorized Signature

10 / 4 / 77
 Date

TCOE Processing

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

Date Received by TCOE / /

Received & Processed By _____

SEQUOIA UNION SCHOOL DISTRICT
 GENERAL FUND FINANCIAL REPORT
 REGULAR MEETING
 12-Oct-17

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	\$ 553,725.00	97,391.79	\$ 0.18	\$ 456,333.21	553,725.00	579,349.19
Fed. Rev.	\$ 42,639.00	35,553.00	\$ 0.83	\$ 7,086.00	126,465	89,633.46
State Rev.	\$ 145,911.00	15,678.01	\$ 0.11	\$ 130,232.99	363,276	341,363.05
Local Rev.	\$ 31,110.00	4,982.62	\$ 0.16	\$ 26,127.38	31,200	23,119.86
Total Rev.	\$ 773,385.00	153,605.42	\$ 0.20	\$ 619,779.58	1,074,666	1,033,465.56
				\$ -		
Expenditures				\$ -		
Certificated salaries	\$ 133,286.00	57,382.66	\$ 0.43	\$ 133,286.00	161,381	159,353.59
Classified salaries	\$ 80,372.00	33,189.25	\$ 0.41	\$ 47,182.75	193,377.00	189,784.24
Benefits	\$ 152,158.00	20,692.92	\$ 0.14	\$ 131,465.08	189,637.00	171,925.95
Textbooks/supl.	\$ 59,860.00	26,638.73	\$ 0.45	\$ 33,221.27	159,245	95,822.81
Dues/Memberships	\$ 1,000.00	135.30	\$ 0.14	\$ 4,500.00	605	1,691.73
Travel/Staff Development	\$ 4,689.00	1,679.98	\$ 0.36	\$ 3,009.02	23,497.00	27,885.02
Insurance	\$ 19,000.00	1,094.50	\$ 0.06	\$ 17,905.50	11,758.76	16,105.76
Housekeeping	\$ 23,000.00	4,929.28		\$ 18,070.72	14,300.00	25,026.47
Rentals/Leases/Repairs	\$ 27,000.00	2,766.16	\$ 0.10	\$ 24,233.84	6,000.00	26,017.05
Pension Penalties & Interes	\$ 10.00	1.89	\$ 0.19	\$ 8.11		8.82
Services	\$ 31,674.00	25,381.14	\$ 0.80	\$ 6,292.86	63,378.26	90,395.77
Subagreements	\$ 3,540.00	321.73	\$ 0.09	\$ 3,218.27	28,619	10,700.00
Capital Outlay	\$ 229,529.24	4,000.71	\$ 0.02	\$ 225,528.53	388,898.00	208,194.46
Other Outgo	\$ 2,000.00	-3,399.00	\$ (1.70)	\$ 5,399.00	0.00	-2,205.00
Indirect Costs			#DIV/0!	\$ -		
Total Expenditures	\$ 767,118.24	174,815.25	\$ 0.23	\$ 592,302.99	1,240,696.02	1,020,706.67
Surplus/Deficit	5,152.00					
Interfund Transfers Out	35,434.00					
Beginning Balance	0.00					
Projected Ending Balance						
Components	1,832,121.23					
of ending	Designated Res.		Revolving Fund	Undesignated	Contributions	
balance	1,042,772.39		2,000.00	787,348.84	0	

**SEQUOIA UNION SCHOOL DISTRICT
GENERAL FUND FINANCIAL REPORT
REGULAR MEETING
12-Oct-17**

Charter Fund Financial Report

Prior Year

Classification	Approved Bud.	Year to Date	o/o Rec'd.	Balance	Approved Bud.	Year to Date
Rev. Limit	\$2,514,689	\$361,166.75	\$ 0.14	\$ 2,153,522.25	2,242,158	2,216,536
Federal Rev.	\$90,697	\$0.00			17072.57	24.26
State Rev.	\$140,100	\$0.00			67989	53517.3
Fair Market Value		\$359.50				
Total Rev.	\$2,745,486	\$361,526.25	\$ 0.13	\$ 2,383,959.75	2,327,220	2,270,078
				\$ -		
Expenditures				\$ -		
Certificated salaries	\$ 1,217,619.00	\$174,004.99	\$ 0.14	\$ 1,043,614.01	923870.33	1003853.95
Classified salaries	\$513,031.00	\$94,067.11	\$ 0.18	\$ 418,963.89	333681	373068.68
Benefits	\$725,324.00	\$79,202.91	\$ 0.11	\$ 646,121.09	429602.87	540612.04
Textbooks/supl.	\$255,000.00	\$ 91,512.31	\$ 0.36	\$ 163,487.69	28575	83097.19
Dues/Memberships	\$ 4,000.00	\$ 1,094.70	\$ 0.27	\$ 2,905.30	4895	3172.85
Travel/Staff Development	\$26,494.00	\$1,460.86	\$ 0.06	\$ 25,033.14	14870	16943.42
Insurance	\$ 2,000.00	\$ 8,855.50		\$ (6,855.50)	1527.24	1527.24
Utilities	\$ 120,000.00	\$ 39,553.88	\$ 0.33	\$ 80,446.12	115700	122777.04
Rentals/Leases/Repairs	\$ 23,000.00	\$ 22,710.59	\$ 0.99	\$ 289.41	44500	23169.87
Services	\$80,497.00	\$3,417.91	\$ 0.04	\$ 77,079.09	85275.24	57808.85
Subagreements	\$28,635	\$ 2,603.17		\$ 26,031.83		15584.84
Other Outgo		\$ -		\$ -		
Capital Outlay	\$ 2,115.00	\$ 2,114.18	\$ -	\$ 0.82		
Indirect costs				\$ -		
Total Expenditures	\$ 2,997,715.00	\$520,598.11	\$ 0.17	\$ 2,477,116.89	1982496.68	2241615.97

Surplus/Deficit (\$252,110.00)

Beginning Balance

Audit Adjustment \$0.00

Contributions

Projected Ending Balance

Components

of ending

balance

Revolving Fund

Designated Reserves

Designated
for Revenue
Limit
Deficits

Designated For Revenue Limit Deficits

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

1V. ACTION ITEMS

Agenda Item 4.2a OTHER BUSINESS ITEMS:

A. Resolution-In the Matter of Inter-Fund Loan for Cash Flow Purposes:

Recommendations: Review and approve the resolution for a temporary loan to the Cafeteria fund from the General Fund.

On a motion of _____, and seconded by _____,
the Board voted to approve the resolution to request a temporary loan to the cafeteria fund in the amount of \$17,200.00.

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

Agenda Item 4.2 a

**RESOLUTION OF THE GOVERNING BOARD OF
Sequoia Union Elementary SCHOOL DISTRICT**

In the Matter of Authorizing Inter-fund Loan for)
Cash Flow Purposes) RESOLUTION NUMBER. #6

WHEREAS, the Sequoia Union Elementary School District administers various funds; and,

WHEREAS, the school district occasionally has cash shortages in it's segregated funds at the county treasury; and,

WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

THEREFORE, BE IT RESOLVED that the Governing Board of the Sequoia Union Elementary School District authorizes the District Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2017-18 school year.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of _____, seconded by _____, at a regular meeting of the Governing Board on the 12 day of October, 2017 by the following vote.

Ayes:

Noes:

Abstentions:

Absent:

Secretary/Clerk of said District Board

Cash Transfer Request

User: velindam District: 42 Fiscal Year: 2018 Request No: 800001 Transaction Date: 10/9/2017

Description: Temp. loan to Cafeteria fund

FD	RE	PY	GO	FN	OB	SI	Debit	Credit
130	53100	0	00000	00000	96100	0	\$0.00	\$17,200.00
010	00000	0	00000	00000	93100	0	\$17,200.00	\$0.00
Totals							\$17,200.00	\$17,200.00

SEQUOIA UNION SCHOOL DISTRICT
REGULAR MEETING
October 12, 2017

V. PERSONNEL

Agenda Item 5.1 Emergency CLAD for Certificated Employee:

The Board will be requested to review and approve the Emergency Clad Permit for Kelley Ritchie for the 2017-18 school year.

Recommendations: Approve the Emergency CLAD permit for Kelley Ritchie

On a motion of _____, and seconded by _____
the Board voted to approve the Emergency CLAD permit for Kelley Ritchie.

<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
October 12, 2017

V1. OTHER ACTION ITEMS

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

The Board will authorize the publication of the notice inviting sealed bids for the new source well distribution system. Set bid date for December 6, 2017 at 2:00 P.M.

The Board will be requested to review and approve the claims for reimbursement from Keller/Wegley Engineers.

Recommendations: Approve claims for reimbursement

On a motion of _____, and seconded by _____, the Board will authorize the publication of the notice inviting sealed bids for the new source well distribution system. Set bid date for December 6, 2017 at 2:00 P.M. Also, claims for reimbursement were approved.

<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				