

KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT

BOARD MEETING AGENDA

April 20, 2016; 6:30 PM

Kit Carson School, Room 31, 9895 7th Avenue, Hanford, CA

1. Call to order open session

- a. Call to order
- b. Members present
- c. Pledge of Allegiance

2. Public comments & public hearings

Public comment: In order to ensure that members of the public are provided a meaningful opportunity to address the Board on agenda items or non-agenda items that are within the Board's jurisdiction, agenda items may be addressed either at the public input portion of the agenda, or at the time that matter's is taken up by the Board. Presentations are limited to 3-5 minutes.

Public Notice: Kit Carson Educators Association/CTA/NEA Initial proposal for 2016-2017 certificated contract negotiations. Copies of the proposal are available for inspection. The Board will hear comments from the public concerning the proposal later on this evening's agenda.

3. Presentations, reports and communication

- a. Staff reports
- b. Board member reports
- c. Superintendent report/review calendar of events Pg 1

4. Information items

- a. First reading of certain Board Policies and Administrative Regulations for the of purpose of updating Pg 2-28

5. Consent Agenda

The consent agenda consists of routine financial, legal and administrative matters that require board action. The consent agenda is voted on in a single vote. At the request of any one board member, items may be pulled from the consent agenda to be discussed and voted on separately.

- a. Consider approving the minutes of March 16, 2016 Board meeting Pg 29-32
- b. Review and approve the Bills and Warrants Pg 33-70
- c. Consider approving the Inter District Requests for 2016-2017 Pg 71
- d. Consider approving the Agreement between Tulare County Superintendent Of Schools and Kit Carson School for 2016-2017 Library Media Services Pg 72-76
- e. Consider approving the contract with Total Compensation System, Inc. Pg 77-86

6. Action items

- a. Consider approving the J-13A For; Request for Allowance of Attendance Pg 87-93
- b. Consider approving the replacement of the 5 year old server Pg 94-98
- c. Consider approving the replacement of the 5 year old ceiling mount projectors Pg 99-101
- d. Consider approving the purchase of 32 additional Chromebooks and Chromebook Storage and Charging Cart Pg 102-104
- e. Consider approving the Agreement with KCEA for 2016-2017 & 2017-2018 Pg 105-106

7. Adjourn meeting to closed session

Closed Session: Pursuant to Government Code Section 54956.9, trustees may wish to adjourn to Closed Session to discuss one or more of the items listed below. The items to be discussed shall be announced in accordance with Government Code 54954.5 and/or under Education Code provisions. Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 9895 7th Ave., Hanford, CA during normal business hours.

8. Return to Open Session for Future Planning and Adjournment

- Next Regular Board meeting: May 18, 2016
- Future board agenda item(s)
- Adjourn meeting

April 2016



| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|-----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------|
| | | | | | 1 STORY BOOK PARADE | 2 |
| 3 | 4 BOOK FAIR OPENS STAR TESTING BEGINS CAASPP TESTING BEGINS | 5 BOOK FAIR 2ND GRADERS TO FRESNO ZOO 8:30 | 6 BOOK FAIR | 7 BOOK FAIR 7TH GRADE TO MONTEREY AQUARIUM | 8 BOOK FAIR TRACK MEET | 9 PTC SPRING FLING |
| 10 | 11 CABINET MEETING 9:15 FACULTY MEETING 2:05 PM RM 31 | 12 SOFTBALL KC@KRH 2:30 | 13 | 14 | 15 8:30 AM - 1ST GRADERS TO FRESNO DISCOVERY CENTER | 16 |
| 17 | 18 2:05 PL DAY ROOM 31 | 19 GRADES DUE FOR ELIGIBILITY/PR GRESS REPORTS 8:30 *K*KIDS TO FRESNO ZOO | 20 6:30 BOARD MEETING | 21 SOFTBALL HC@KC 2:30 GIRLS, 3:30 BOYS | 22 PROGRESS REPORTS GO HOME | 23 |
| 24 | 25 CABINET MEETING 9:15 FACULTY MEETING 2:05 PM RM 31 | 26 SOFTBALL KC@SRM 2:30 GIRLS, 3:30 BOYS | 27 | 28 SOFTBALL KC@LAKESIDE, 3:30 CITIZENSHIP LUNCH 11:30 K-3 12:00 4-8 | 29 | 30 |

From: Todd Barlow

Purpose: To review certain Board Policies and Administrative Regulations for the purpose of updating

Superintendent's Recommendation: No recommendation; the item is for information and discussion only

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

The Governing Board recognizes that accurate information about family life and human sexuality may contribute to a decreased risk for sexually transmitted diseases or unintended pregnancies. The Board also recognizes that Human Immunodeficiency Virus (HIV) infection and Acquired Immune Deficiency Syndrome (AIDS) pose a public health crisis and that education is a necessary component for helping to slow the spread of this disease. The Board therefore desires to provide a well-planned sequence of instruction on comprehensive sexual health and HIV/AIDS prevention.

The district's curriculum shall be based on medically accurate and factual information and shall help students understand the biological, psychological, social, moral and ethical aspects of human sexuality. The district's program shall comply with the requirements of law and administrative regulation and shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

Parent/Guardian Notification and Excuse

At the beginning of each school year, or at the time of a student's enrollment, parents/guardians shall be notified about instruction in comprehensive sexual health education and HIV/AIDS prevention education, as well as research on student health behaviors and risks, planned for the coming year. The notice shall advise parents/guardians: (Education Code 48980, 51938)

1. That written and audiovisual educational materials to be used in comprehensive sexual health and HIV/AIDS prevention education are available for inspection.
2. Whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants.
3. That parents/guardians have a right to request a copy of Education Code 51930-51938.
4. That parents/guardians may request in writing that their child not receive comprehensive sexual health or HIV/AIDS prevention education.

A student shall not be subject to disciplinary action, academic penalty or other sanction if the student's parent/guardian declines to permit the student to receive the instruction. (Education Code 51939)

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

Comprehensive Sexual Health Instruction

The district's sexual health education curriculum shall satisfy the following criteria: (Education Code 51931, 51933)

1. Instruction and materials shall be age appropriate.

Age appropriate refers to topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group.

2. All factual information presented shall be medically accurate and objective.

Medically accurate means verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists.

3. Instruction shall be made available on an equal basis to a student who is an English learner, consistent with the existing curriculum and alternative options for an English learner student, as otherwise provided in the Education Code.
4. Instruction and materials shall be appropriate for use with students of all races, genders, sexual orientations, ethnic and cultural backgrounds, and students with disabilities.
5. Instruction and materials shall be accessible to students with disabilities, including, but not limited to, the provision of a modified curriculum, materials and instruction in alternative formats, and auxiliary aids.
6. Instruction and materials shall encourage a student to communicate with his/her parents/guardians about human sexuality.
7. Instruction and materials shall teach respect for marriage and committed relationships.
8. Instruction and materials may not teach or promote religious doctrine.
9. Instruction and materials may not reflect or promote bias against any person on the basis of any category protected by Education Code 220.

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

10. Beginning in grade 7, instruction and materials shall teach that abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy, teach that abstinence from sexual activity is the only certain way to prevent sexually transmitted diseases, and provide information about the value of abstinence while also providing medically accurate information on other methods of preventing pregnancy and sexually transmitted diseases.
11. Beginning in grade 7, instruction and materials shall provide information about sexually transmitted diseases. This instruction shall include how sexually transmitted diseases are and are not transmitted, the effectiveness and safety of all federal Food and Drug Administration (FDA) approved methods of reducing the risk of contracting sexually transmitted diseases, and information on local resources for testing and medical care for sexually transmitted diseases.
12. Beginning in grade 7, instruction and materials shall provide information about the effectiveness and safety of all FDA-approved contraceptive methods in preventing pregnancy, including, but not limited to, emergency contraception.
13. Beginning in grade 7, instruction and materials shall provide students with skills for making and implementing responsible decisions about sexuality.
14. Beginning in grade 7, instruction and materials shall provide students with information on the law on surrendering physical custody of a minor child 72 hours or younger, pursuant to Health and Safety Code 1255.7 and Penal Code 271.

HIV/AIDS Prevention Instruction

HIV/AIDS prevention instruction shall be offered at least once in 7th or 8th grade by instructors trained in the appropriate courses. Instruction shall accurately reflect the latest information and recommendations from the United States Surgeon General, the federal Centers for Disease Control and Prevention, and the National Academy of Sciences and shall include: (Education Code 51934)

1. Information on the nature of HIV/AIDS and its effects on the human body.
2. Information on the manner in which HIV is and is not transmitted, including information on activities that present the highest risk of HIV infection.
3. Discussion of methods to reduce the risk of HIV infection, including:
 - a. Emphasis that sexual abstinence, monogamy, the avoidance of multiple sexual partners and abstinence from intravenous drug use are the most effective means for HIV/AIDS prevention.
 - b. Statistics based upon the latest medical information citing the failure and success rates of condoms and other contraceptives in preventing sexually transmitted HIV infection.

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

- c. Information on other methods that may reduce the risk of HIV transmission from intravenous drug use.
- 4. Discussion of the public health issues associated with HIV/AIDS.
- 5. Information on local resources for HIV testing and medical care.
- 6. Development of refusal skills to assist students in overcoming peer pressure and using effective decision-making skills to avoid high-risk activities.
- 7. Discussion about societal views on HIV/AIDS, including stereotypes and myths regarding persons with HIV/AIDS. This instruction shall emphasize compassion for persons living with HIV/AIDS.

In-Service Training and Use of Consultants

The Superintendent or designee shall cooperatively plan and conduct in-service training for all district personnel who provide HIV/AIDS prevention education, through regional planning, joint powers agreements or contract services. (Education Code 51935)

In developing and providing in-service training, the Superintendent or designee shall cooperate and collaborate with the teachers who provide HIV/AIDS prevention education and with the California Department of Education. (Education Code 51935)

The district shall periodically conduct in-service training to enable district personnel to learn new developments in the scientific understanding of HIV/AIDS. In-service training shall be voluntary for district personnel who have demonstrated expertise or received in-service training from the California Department of Education or federal Centers for Disease Control and Prevention. (Education Code 51935)

The Superintendent or designee may expand HIV/AIDS in-service training to cover the topic of comprehensive sexual health education for district personnel teaching sexual health education to learn new developments in the scientific understanding of sexual health. (Education Code 51935)

The Superintendent or designee may contract with outside consultants with expertise in comprehensive sexual health or HIV/AIDS prevention education, including those who have developed multilingual curricula or curricula accessible to persons with disabilities, to deliver the instruction or to provide training for district personnel. (Education Code 51936)

MINOR REVISIONS

December 2015

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Note: From time to time, relatively minor changes occur that affect the text of CSBA sample board policies, administrative regulations, and board bylaws but do not warrant reissuing the entire sample because the changes are limited. Such changes are highlighted in the following document, with strikeout indicating material to be deleted and boldface type indicating material to be inserted.

It is recommended that districts review the revisions and incorporate them in district materials as appropriate. **Although the changes are minor, the district should still use its normal adoption process to adopt the board policies, administrative regulations, and/or board bylaws affected by these revisions.**

This document is separate from the Technical Revisions that are periodically issued by CSBA based on renumbering of laws, changes in cross-references, or corrections in Notes, legal references, or management resources. Those nonsubstantive revisions generally can be made in district materials without formal adoption.

AR 4032 - Reasonable Accommodation

Add new 2nd paragraph under item #2 to reflect Government Code 12940, as amended by AB 987 (Ch. 122, Statutes of 2015), as follows:

No employee or job applicant who requests an accommodation for his/her physical or mental disability shall be subjected to discrimination or to any punishment or sanction, regardless of whether the request for accommodation was granted. (Government Code 12940)

Revise the subsequent paragraph to change designation of coordinator for nondiscrimination in employment from BP 4030 to AR 4030, as follows:

The district designates the position specified in **BP AR 4030 - Nondiscrimination in Employment** as the coordinator of its efforts to comply with the Americans with Disabilities Act (ADA) and to investigate any and all related complaints.

BP 4119.11/4219.11/4319.11 - Sexual Harassment

Revise 6th paragraph to change cite to administrative regulation containing procedures for employee complaints of sexual harassment from AR 4031 to AR 4030, as follows:

Complaints of sexual harassment shall be filed in accordance with ~~AR 4031—Complaints Concerning Discrimination in Employment~~ **AR 4030 - Nondiscrimination in Employment**. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

BP 5117 - Interdistrict Attendance

Add new paragraph at the end of the BP to reflect Education Code 48301, as amended by AB 306 (Ch. 771, Statutes of 2015), as follows:

A child of an active military duty parent/guardian shall not be prohibited from transferring out of the district to a school district of choice, if the other school district approves the application for transfer. (Education Code 48301)

(cf. 6173.2 - Education of Children of Military Families)

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BP 5123 - Promotion/Acceleration/Retention

Revise last paragraph of BP as follows to clarify that provision of supplemental instruction to students "at risk" of retention is optional:

~~When a student is~~ **any student in grades 2-9 is retained or** recommended for retention ~~or is identified as being at risk for retention~~, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. **The Superintendent or designee also may offer supplemental instruction to a student in grades 2-6 who is identified as being at risk for retention.** (Education Code 37252.2, 37252.8, 48070.5)

AR 5125 - Student Records

In section "Access for Limited Purpose/Legitimate Educational Interest," revise 1st paragraph of item #6 to reflect Education Code 69432.9 and 69432.92, as amended and added by AB 1091 (Ch. 637, Statutes of 2015), as follows:

6. The Student Aid Commission, ~~for the purpose of providing to~~ **provide** the grade point average (GPA) of all district students in grade 12 **and, when requested, verification of high school graduation or its equivalent of all students who graduated in the prior academic year, for use in** ~~to~~ the Cal Grant postsecondary financial aid program. ~~except~~ **However, such information shall not be submitted** when students opt out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA. (Education Code 69432.9, **69432.92**)

BP 6142.92 - Mathematics Instruction

Under the 6th paragraph, add the following paragraph to reflect Education Code 51224.7, as added by SB 359 (Ch. 508, Statutes of 2015):

The Superintendent or designee shall develop protocols to ensure that students are appropriately placed in mathematics courses and are not unnecessarily required to repeat a course that they have successfully completed in an earlier grade level.

(cf. 6152.1 - Placement in Mathematics Courses)

BP 6177 - Summer Learning Programs

In section "Summer School," delete item #2 to reflect the suspension of the high school exit examination through the 2017-18 school year pursuant to Education Code 60851.5, as added by SB 172 (Ch. 572, Statutes of 2015), as follows. Renumber remaining items in list.

- ~~2. Have not made sufficient progress toward passing the state exit examination required for high school graduation~~

Minor Revision Policies and Regulations: (see next page)

Please make sure all options and blanks are address before returning your updates to CSBA.

POLICY GUIDE SHEET
December 2015
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Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

BP 2121 - Superintendent's Contract
(BP revised)

Policy updated to reflect contract components recommended in CSBA's new Superintendent Contract Template and federal law which prohibits favoring "highly compensated" individuals (i.e., generally the highest paid 25 percent of all district employees) in terms of the level of benefits provided. Policy also reflects **NEW LAW** (AB 215) which amends the maximum cash settlement that may be granted upon termination of a superintendent contract executed on or after January 1, 2016 and which provides that no cash or noncash settlement may be given if the termination is for fraud or other illegal fiscal practices.

BP/AR 4030 - Nondiscrimination in Employment
(BP revised; AR added)

Policy updated to reflect the mandate to adopt policy necessary to implement the state's nondiscrimination laws. Policy also updated to reflect **NEW LAW** (AB 987) which prohibits districts from retaliating or otherwise discriminating against a person for requesting accommodation of his/her disability or religious beliefs, regardless of whether the accommodation request was granted. New regulation includes the designation of the district's coordinator for nondiscrimination in employment, addresses measures to prevent employment discrimination and harassment, and incorporates complaint procedures and material on other remedies formerly in AR 4031 - Complaints Concerning Discrimination in Employment.

AR 4031 - Complaints Concerning Discrimination in Employment
(AR deleted)

Regulation deleted and complaint procedures incorporated into AR 4030 - Nondiscrimination in Employment.

BP 4121 - Temporary/Substitute Personnel
(BP revised)

Policy updated to reflect **NEW LAW** (AB 304) which amends the Healthy Workplaces, Healthy Families Act (AB 1522, 2014) to (1) authorize paid sick leave accrual on a basis other than one hour for each 30 hours worked, provided that the accrual is on a regular basis and the employee will have 24 hours of accrued sick leave available by the 120th calendar day of employment (new Option 2 in section "Paid Sick Leave"); (2) clarify that retired annuitants who have not reinstated to the applicable public retirement system are excluded from participation in these leave benefit provisions; and (3) provide that the district has no obligation to inquire into the purposes for which an employee uses sick leave or paid time off.

AR 4261.1 - Personal Illness/Injury Leave
(AR revised)

Policy updated to reflect **NEW LAW** (AB 304) which amends the Healthy Workplaces, Healthy Families Act to (1) authorize sick leave accrual on a basis other than one hour for each ~~30~~ hours worked, provided that the accrual is on a regular basis and the employee will have 24 hours of accrued sick leave available by the 120th calendar day of employment (new Option 2 in section "Short-Term and Substitute Employees"); (2) exclude retired annuitants who have not reinstated to the applicable public retirement system from participation in these leave benefit provisions; and (3) provide that the district has no obligation to inquire into or record the purposes for which an employee uses sick leave or paid time off.

POLICY GUIDE SHEET

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BP/AR 5111.1 - District Residency

(BP added; AR revised)

New policy reflects **NEW LAW** (AB 1101) which mandates any district that elects to conduct investigations of students' residency to adopt policy with specified components, including (1) the circumstances under which the district may initiate an investigation; (2) the investigatory methods that may be used, including whether the district may use the services of a private investigator; (3) a prohibition against surreptitious photographing or video-recording of students who are being investigated; and (4) an appeals process. Policy also contains material formerly in AR re: enrollment not requiring district residency. Regulation updated to reflect **NEW LAW** (SB 200 and AB 224) which provides that a student will be deemed to meet residency requirements if his/her parent/guardian lives with the student in the place of his/her employment within district boundaries at least three days during the school week. Regulation also contains material formerly in AR 5111.12 - Residency Based on Parent/Guardian Employment authorizing districts to grant residency status to students whose parent/guardian is employed within district boundaries for at least 10 hours during the school week (Allen bill transfers), and reflects provisions of SB 200 and AB 224 which provide that this option will sunset July 1, 2017 unless further legislation is passed.

AR 5111.12 - Residency Based on Parent/Guardian Employment

(AR deleted)

Regulation deleted and key concepts incorporated into BP/AR 5111.1 - District Residency.

BP/AR 5141 - Health Care and Emergencies

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW** (SB 658) which requires the principal of any school that has an automated external defibrillator (AED) to annually provide employees with information on sudden cardiac arrest, the school's emergency response plan, and the proper use of an AED and which eliminates the requirement that the principal designate the trained employees who will be available to respond to an emergency that may involve the use of an AED. Regulation also reflects provisions of SB 658 which require the district to notify the local emergency medical services agency regarding the existence, location, and type of AED acquired, require that instructions on how to use the AED be posted next to every AED, and reduce the inspection requirements to once every 90 days.

E 5141.6 - School Health Services

(Exhibit deleted)

Exhibit containing sample resolution urging outreach to increase children's access to affordable health care programs deleted since current law requires the district's enrollment forms for the 2015-16, 2016-17, and 2017-18 school years to include an informational item about affordable health care options and available enrollment assistance.

BP/AR 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW** (AB 329) which requires districts to provide comprehensive sexual health education in grades 7-12 and to integrate such instruction with HIV prevention education. Policy also updated to clarify requirements related to parental consent. Regulation adds new section on "Definitions" and, pursuant to AB 329, expands program criteria and merges the components of sexual health education and HIV prevention education.

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BP 6146.1 - High School Graduation Requirements

(BP revised)

Policy updated to reflect **NEW LAW** (SB 172) which suspends, through the 2017-18 school year, the requirement that each student completing grade 12 successfully pass the high school exit exam as a condition of receiving a diploma or graduating from high school and requires districts to retroactively grant a diploma to any student who met all graduation requirements other than the exit exam requirement since the 2003-04 school year. Policy also reflects **NEW LAW** (AB 220) which requires that one mathematics course required for graduation be equivalent to Algebra I or Mathematics I, **NEW LAW** (AB 1764, 2014) which provides that any district requiring more than two math courses may award credit for an approved computer science course, **NEW LAW** (SB 695) which requires any district that requires health education for graduation to include instruction in sexual harassment and violence, **NEW LAW** (AB 1806, 2014) which provides that a homeless student who transfers any time after completing his/her second year of high school is exempted from locally established high school graduation requirements, and **NEW LAW** (AB 1166) which allows homeless students and foster youth such an exemption even if the district fails to provide timely notice of the availability of the exemption.

BP 6152.1 - Placement in Mathematics Courses

(BP revised)

Policy updated to reflect **NEW LAW** (SB 359) which mandates any district which is serving 9th grade students and has not adopted a mathematics placement policy prior to January 1, 2016 to adopt a math placement policy with specific components before the beginning of the 2016-17 school year. Policy reflects other requirements of SB 359 including, but not limited to, the use of multiple objective academic measures for student placement, provision of at least one checkpoint within the first month of the school year to ensure accurate placement, and annual board examination of student placement data.

BP/AR 6173 - Education for Homeless Children

(BP/AR revised)

Updated policy reflects **NEW LAW** (AB 104) which adds homeless students as a "numerically significant student subgroup" whose needs must be addressed in the district's local control and accountability plan and adds material on program evaluation. Section on "Transportation" moved to AR. Regulation revises the definition of "school of origin" to reflect **NEW LAW** (SB 445) and revises the definition of "best interest" for consistency with policy on foster youth. Regulation reflects requirements of SB 445 to immediately enroll homeless students, allow a homeless student to remain in the school of origin or matriculate to a feeder school even if the student is no longer homeless, and provide transportation to a formerly homeless student whose individualized education program indicates that transportation is a necessary related service. Section on "Applicability of Graduation Requirements" revised to reflect **NEW LAW** (SB 172) which suspends through the 2017-18 school year the requirement to pass the high school exit exam and **NEW LAW** (AB 1166) which provides that a homeless student who transfers between schools or into the district after the second year of high school must be exempted from local graduation requirements under certain conditions even after he/she ceases to be homeless and even if the district fails to provide the required notification.

AR 6173.1 - Education for Foster Youth

(AR revised)

Regulation updated to reflect **NEW LAW** (AB 854) establishing the Foster Youth Services Coordinating Program to facilitate ongoing collaboration among local educational agencies, county child welfare agencies, and county probation departments. Section on "Applicability of Graduation Requirements" revised to reflect **NEW LAW** (SB 172) which suspends through the 2017-18 school year the requirement to pass the high school exit exam and **NEW LAW** (AB 1166) which provides that a foster youth who transfers between schools or into the district after the second year of high school must be

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AR 6173.1 - Education for Foster Youth (continued)

exempted from local graduation requirements under certain conditions even after he/she ceases to be a foster youth and even if the district fails to provide the required notification. New section on "Notification and Complaints" reflects **NEW LAW** (AB 379) which provides that complaints of noncompliance with specified laws regarding the education of foster youth may be filed using uniform complaint procedures.

BP 6179 - Supplemental Instruction

(BP revised)

Policy updated to delete material requiring supplemental instruction to be provided to students in grades 7-12 who do not demonstrate sufficient progress toward passing the high school exit exam, as the exit exam is suspended through the 2017-18 school year pursuant to **NEW LAW** (SB 172). Policy also revised to clarify that the provision of supplemental instruction to students in grades 2-6 who are "at risk" of retention is optional. List of optional instruction consolidated and revised to add item #3 regarding instruction to high school students who need support to successfully complete courses required for graduation.

BB/E 9150 - Student Board Members

(BB revised; E deleted)

Bylaw updated to reflect **NEW LAW** (SB 532) which requires the board, upon receiving a petition from students at a high school requesting student representation on the board or preferential voting rights for a student board member, to act on the request within 60 days of receipt of the petition or at the next regularly scheduled board meeting if no meeting is held within those 60 days. Bylaw also reflects a requirement of SB 532 for a majority vote of the board at a public meeting in order to eliminate the student member position. Two Exhibits were deleted since the material is covered in the bylaw.

FAMILY CARE AND MEDICAL LEAVE

The district shall not deny any eligible employee his/her right to family care, medical, or pregnancy disability leave (PDL) pursuant to the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), or the Fair Employment and Housing Act (FEHA) or restrain or interfere with the employee's exercise of such right. In addition, the district shall not discharge an employee or discriminate or retaliate against him/her for taking such leave or for his/her opposition to or challenge of any unlawful district practice in relation to any of these laws or for his/her involvement in any related inquiry or proceeding. (Government Code 12945, 12945.2; 2 CCR 11094; 29 USC 2615)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4032 - Reasonable Accommodation)

(cf. 4033 - Lactation Accommodation)

Definitions

The words and phrases defined below shall have the same meaning throughout this administrative regulation except where a different meaning is otherwise specified.

Child (son or daughter) means a biological, adopted, or foster child; a stepchild; a legal ward; or a child to whom the employee stands in *loco parentis*, as long as the child is under 18 years of age or an adult dependent child. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611)

Eligible employee for FMLA and CFRA purposes means an employee who has been employed with the district for at least 12 months and who has at least 1,250 hours of service with the district during the previous 12-month period. However, these requirements shall not apply when an employee applies for PDL. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611; 29 CFR 825.110)

Employee disabled by pregnancy means a woman who, in the opinion of her health care provider, is: (2 CCR 11035)

1. Unable because of pregnancy to perform any one or more of the essential functions of her job or to perform any of them without undue risk to herself, her pregnancy's successful completion, or to other persons
2. Suffering from severe "morning sickness" or needs to take time off for prenatal or postnatal care, bed rest, gestational diabetes, pregnancy-induced hypertension, preeclampsia, postpartum depression, childbirth, loss or end of pregnancy, recovery from childbirth or loss or end of pregnancy, or any other pregnancy-related condition

FAMILY CARE AND MEDICAL LEAVE (continued)

Parent means a biological, foster, or adoptive parent; a stepparent; a legal guardian; or another person who stood in *loco parentis* to the employee when the employee was a child. *Parent* does not include a spouse's parents. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611; 29 CFR 825.122)

Serious health condition means an illness, injury (including, but not limited to, on-the-job injuries), impairment, or physical or mental condition of the employee or his/her child, parent, or spouse, including, but not limited to, treatment for substance abuse, that involves either of the following: (Government Code 12945.2; 2 CCR 11087, 11097; 29 USC 2611; 29 CFR 825.113-825.115)

1. Inpatient care in a hospital, hospice, or residential health care facility, any subsequent treatment in connection with such inpatient care, or any period of incapacity

A person is considered an inpatient when a health care facility formally admits him/her to the facility with the expectation that he/she will remain overnight and occupy a bed, even if it later develops that the person can be discharged or transferred to another facility and does not actually remain overnight.

Incapacity means the inability to work, attend school, or perform other regular daily activities due to a serious health condition, its treatment, or the recovery that it requires.

2. Continuing treatment or continuing supervision by a health care provider, including one or more of the following:
 - a. A period of incapacity of more than three consecutive full days
 - b. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition
 - c. Any period of incapacity due to pregnancy or for prenatal care under FMLA
 - d. Any period of incapacity which is permanent or long term due to a condition for which treatment may not be effective
 - e. Any period of absence to receive multiple treatments, including recovery, by a health care provider

Spouse means a partner in marriage as defined in Family Code 300, including same sex partners in marriage, or a registered domestic partner within the meaning of Family Code 297-297.5. (Family Code 297, 297.5, 300; 2 CCR 11087; 29 CFR 825.122)

FAMILY CARE AND MEDICAL LEAVE (continued)

Eligibility

The district shall grant FMLA or CFRA leave to eligible employees for any of the following reasons: (Government Code 12945.2; 29 USC 2612; 29 CFR 825.112)

1. The birth of a child of the employee or placement of a child with the employee in connection with the employee's adoption or foster care of the child (baby bonding)
2. To care for the employee's child, parent, or spouse with a serious health condition
3. The employee's own serious health condition that makes him/her unable to perform one or more essential functions of his/her position
4. Any qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a military member on covered active duty or call to covered active duty (or has been notified of an impending call or order to covered active duty)
5. To care for a covered servicemember with a serious injury or illness if the covered servicemember is the employee's spouse, child, parent, or next of kin, as defined

In addition, the district shall grant PDL to any female employee who is disabled by pregnancy, childbirth, or other related medical condition. (Government Code 12945; 2 CCR 11037)

Terms of Leave

An eligible employee shall be entitled to a total of 12 work weeks of FMLA or CFRA leave during any 12-month period, except in the case of leave to care for a covered servicemember as provided under "Military Caregiver Leave" below. To the extent allowed by law, CFRA and FMLA leaves shall run concurrently. (Government Code 12945.2; 29 USC 2612)

✓ **OPTION 1:** This 12-month period shall coincide with the calendar year. (29 CFR 825.200)

OPTION 2: This 12-month period shall coincide with the fiscal year. (29 CFR 825.200)

✓ **OPTION 3:** This 12-month period shall be measured forward from the date the employee's first family care and medical leave begins. (29 CFR 825.200)

OPTION 4: This 12-month period shall be a rolling period measured backward from the date an employee uses any family care and medical leave, as defined in 29 CFR 825.200. (29 CFR 825.200)

FAMILY CARE AND MEDICAL LEAVE (continued)

In addition, for each pregnancy, any female employee who is disabled by pregnancy, childbirth, or other related condition shall be entitled to PDL for the period of the disability not to exceed four months. For a part-time employee, the four months shall be calculated on a proportional basis. (Government Code 12945; 2 CCR 11042)

PDL shall run concurrently with FMLA leave for disability caused by an employee's pregnancy. At the end of the employee's FMLA leave for disability caused by pregnancy, or at the end of four months of PDL, whichever occurs first, a CFRA-eligible employee may request to take CFRA leave of up to 12 work weeks, for the reason of the birth of her child or to bond with or care for the child. (Government Code 12945, 12945.2; 2 CCR 11046, 11093)

Leave taken for the birth or placement of a child must be concluded within the 12-month period beginning on the date of the birth or placement of the child. Such leave does not need to be taken in one continuous period of time. (2 CCR 11090; 29 USC 2612)

If both parents of a child work for the district, their family care and medical leave related to the birth or placement of the child shall be limited to a combined total of 12 work weeks. This restriction shall apply regardless of the legal status of both parents' relationship. (Government Code 12945.2; 2 CCR 11088; 29 USC 2612)

Use/Substitution of Paid Leave

OPTION 1: An employee shall use his/her accrued vacation leave, other accrued time off, and any other paid time off negotiated with the district for any otherwise unpaid FMLA or CFRA leave not involving his/her own serious health condition. For PDL, CFRA, or FMLA leave due to an employee's own serious health condition, the employee shall use accrued sick leave and may use accrued vacation leave and other paid time off at his/her option. (Government Code 12945, 12945.2; 2 CCR 11044; 29 USC 2612)

OPTION 2: During the period of PDL or any FMLA or CFRA leave, the employee may elect to use his/her accrued vacation leave, accrued sick leave, or any other paid time off negotiated with the district that he/she is eligible to use. (Government Code 12945, 12945.2; 2 CCR 11044; 2 CCR 11092; 29 USC 2612)

The district and employee may also negotiate for the employee's use of any additional paid or unpaid time off instead of using the employee's CFRA leave. (2 CCR 11092)

(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4161/4261/4361 - Leaves)
(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)
(cf. 4261.1 - Personal Illness/Injury Leave)

FAMILY CARE AND MEDICAL LEAVE (continued)

Intermittent Leave/Reduced Work or Leave Schedule

PDL and family care and medical leave for the serious health condition of an employee or his/her child, parent, or spouse may be taken intermittently or on a reduced work or leave schedule when medically necessary, as determined by the health care provider of the person with the serious health condition. However, the district shall limit leave increments to the shortest period of time that the district's payroll system uses to account for absences or use of leave provided it is not to be greater than one hour. (2 CCR 11042, 11090; 29 USC 2612)

The basic minimum duration of leave for the birth or placement of a child shall be two weeks. However, the district shall grant a request for such leave of less than two weeks on any two occasions. (2 CCR 11090; 29 USC 2612)

The district may require an employee to transfer temporarily to an available alternative position if the employee is pregnant and provides medical certification from her health care provider of a medical need for intermittent leave or leave on a reduced work or leave schedule or if the employee's need for the intermittent leave or leave on a reduced work or leave schedule is foreseeable based on his/her planned medical treatment or that of a family member. This alternative position must have equivalent pay and benefits and must better accommodate recurring periods of leave than the employee's regular job, and the employee must be qualified for the position. Transfer to an alternative position may include altering an existing job to better accommodate the employee's need for intermittent leave or a reduced work or leave schedule. (2 CCR 11041, 11090; 29 USC 2612)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Request for Leave

The district shall consider an employee's request for PDL or family care and medical leave only if the employee provides at least verbal notice sufficient to make the district aware of the need to take the leave and the anticipated timing and duration of the leave. (2 CCR 11050, 11091)

For family care and medical leave, the employee need not expressly assert or mention FMLA/CFRA to satisfy this requirement. However, he/she must state the reason the leave is needed (e.g., birth of child, medical treatment). If more information is necessary to determine whether the employee is eligible for family care and medical leave, the Superintendent or designee shall inquire further and obtain the necessary details of the leave to be taken. (2 CCR 11091)

The district shall respond to requests for leave as soon as practicable, but no later than five business days after receiving the employee's request. (2 CCR 11091)

FAMILY CARE AND MEDICAL LEAVE (continued)

Based on the information provided by the employee, the Superintendent or designee shall designate the leave, paid or unpaid, as FMLA/CFRA qualifying leave and shall give notice of such designation to the employee. Failure of an employee to respond to permissible inquiries regarding the leave request may result in denial of CFRA protection if the district is unable to determine whether the leave is CFRA qualifying. (2 CCR 11091; 29 CFR 825.300)

When an employee is able to foresee the need for the PDL or family care and medical leave at least 30 days in advance of the leave, the employee shall provide the district with at least 30 days advance notice before the leave. When the 30 days notice is not practicable because of a lack of knowledge of when leave will be required to begin, a change in circumstances, a medical emergency, or other good cause, the employee shall provide the district with notice as soon as practicable. Failure of an employee to provide required notice may result in a denial of leave. (2 CCR 11050, 11091)

In all instances, the employee shall consult with the Superintendent or designee and make a reasonable effort to schedule, subject to the health care provider's approval, any planned appointment or medical treatment or supervision so as to minimize disruption to district operations. (Government Code 12945.2; 2 CCR 11050, 11091)

Certification of Health Condition

Within five business days of an employee's request for family care and medical leave for his/her own or his/her child's, parent's, or spouse's serious health condition, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave. Upon receiving the district's request, the employee shall provide the certification within 15 days, unless either the Superintendent or designee provides additional time or it is not practicable under the particular circumstances, despite the employee's diligent, good faith efforts. (2 CCR 11091; 29 CFR 825.305)

The certification shall include the following: (Government Code 12945.2; 2 CCR 11087; 29 USC 2613)

1. The date on which the serious health condition began
2. The probable duration of the condition
3. If the employee is requesting leave to care for a child, parent, or spouse with a serious health condition, both of the following:
 - a. Statement that the serious health condition warrants the participation of the employee to provide care, such as by providing psychological comfort,

FAMILY CARE AND MEDICAL LEAVE (continued)

arranging for third party care, or directly providing or participating in the medical care of the child, parent, or spouse during a period of the treatment or supervision

- b. Estimated amount of time the health care provider believes the employee needs to care for the child, parent, or spouse
- 4. If the employee is requesting leave because of his/her own serious health condition, a statement that due to the serious health condition, he/she is unable to work at all or is unable to perform one or more essential functions of his/her job
- 5. If the employee is requesting leave for intermittent treatment or on a reduced work or leave schedule for planned medical treatment, a statement of the medical necessity for the leave, the dates on which treatment is expected to be given, the duration of such treatment, and the expected duration of the leave

When an employee has provided sufficient medical certification to enable the district to determine whether the employee's leave request is FMLA/CFRA-eligible, the Superintendent or designee shall notify the employee within five business days whether the leave is FMLA/CFRA-eligible. The Superintendent or designee may also retroactively designate leave as FMLA/CFRA leave as long as appropriate notice is given to the employee and there is no harm or injury to the employee. (2 CCR 11091; 29 CFR 825.301)

If the Superintendent or designee doubts the validity of a certification that accompanies a request for leave for the employee's own serious health condition, he/she may require the employee to obtain a second opinion from a district-approved health care provider, at district expense. If the second opinion is contrary to the first, the Superintendent or designee may require the employee to obtain a third medical opinion from a third health care provider approved by both the employee and the district, again at district expense. The opinion of the third health care provider shall be final and binding. (Government Code 12945.2; 2 CCR 11091; 29 USC 2613)

For PDL, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave at the time the employee gives notice of the need for PDL, or within two business days of giving the notice. If the need for PDL is unforeseen, the Superintendent or designee shall request the medical certification within two business days after the leave commences. The Superintendent or designee may request certification at some later date if he/she has reason to question the appropriateness of the leave or its duration. (2 CCR 11050)

FAMILY CARE AND MEDICAL LEAVE (continued)

For PDL that is foreseeable and for which at least 30 days notice has been given, the employee shall provide the medical certification before the leave begins. When this is not practicable, the employee shall provide the certification within the time frame specified by the Superintendent or designee which must be at least 15 days after the request, unless it is not practicable under the particular circumstances despite the employee's diligent, good faith efforts. (2 CCR 11050)

Medical certification for PDL purposes shall include a statement that the employee needs to take the leave because she is disabled by pregnancy, childbirth, or a related medical condition, the date on which the employee became disabled because of pregnancy, and the estimated duration of the leave. (2 CCR 11050)

If additional PDL or family care and medical leave is needed when the time estimated by the health care provider expires, the district may require the employee to provide recertification in the manner specified for the leave. (Government Code 12945.2; 2 CCR 11050; 29 USC 2613)

The Superintendent or designee shall not request any genetic information related to an employee except as authorized by law in accordance with the California Genetic Information Nondiscrimination Act of 2011.

Release to Return to Work

Upon expiration of an employee's PDL or family care and medical leave taken for his/her own serious health condition, the employee shall present certification from the health care provider that he/she is able to resume work.

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

The certification from the employee's health care provider shall address the employee's ability to perform the essential functions of his/her job.

Rights to Reinstatement

Upon granting an employee's request for PDL or FMLA/CFRA leave, the Superintendent or designee shall guarantee to reinstate the employee in the same or a comparable position when the leave ends. (Government Code 12945.2; 2 CCR 11043, 11089; 29 USC 2614)

However, the district may refuse to reinstate an employee returning from FMLA or CFRA leave to the same or a comparable position if all of the following apply: (Government Code 12945.2; 2 CCR 11089; 29 USC 2614)

AR4161.8(i)
4261.8
4361.8

FAMILY CARE AND MEDICAL LEAVE (continued)

1. The employee is a salaried "key employee" who is among the highest paid 10 percent of district employees who are employed within 75 miles of the employee's worksite.
2. The refusal is necessary to prevent substantial and grievous economic injury to district operations.
3. The district informs the employee of its intent to refuse reinstatement at the time it determines that the refusal is necessary, and the employee fails to immediately return to service.

(cf. 4117.3 - Personnel Reduction)
(cf. 4217.3 - Layoff/Rehire)

The district may also refuse to reinstate an employee to the same or a comparable position if the FMLA/CFRA leave was fraudulently obtained by the employee. (2 CCR 11089; 29 CFR 825.216)

The district may refuse to reinstate an employee to the same position after taking PDL if, at the time the reinstatement is requested, the employee would not otherwise have been employed in that position for legitimate business reasons unrelated to the employee's PDL. (2 CCR 11043)

Maintenance of Benefits/Failure to Return from Leave

During the period when an employee is on PDL or family care and medical leave, he/she shall maintain his/her status with the district and the leave shall not constitute a break in service for purposes of longevity, seniority under any collective bargaining agreement, or any employee benefit plan. (Government Code 12945.2; 2 CCR 11092; 29 USC 2614)

For up to a maximum of four months for PDL and 12 work weeks for other family care and medical leave, the district shall continue to provide an eligible employee the group health plan coverage that was in place before he/she took the leave. The employee shall reimburse the district for premiums paid during the leave if he/she fails to return to district employment after the expiration of all available leaves and the failure is for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond his/her control. (Government Code 12945.2; 2 CCR 11044, 11092; 29 USC 2614; 29 CFR 825.213)

(cf. 4154/4254/4354 - Health and Welfare Benefits)

FAMILY CARE AND MEDICAL LEAVE (continued)

In addition, during the period when an employee is on PDL or family care and medical leave, the employee shall be entitled to continue to participate in other employee benefit plans including life insurance, short-term or long-term disability insurance, accident insurance, pension and retirement plans, and supplemental unemployment benefit plans to the same extent and under the same conditions as would apply to an unpaid leave taken for any other purpose. However, for purposes of pension and retirement plans, the district shall not make plan payments for an employee during any unpaid portion the leave period and the leave period shall not be counted for purposes of time accrued under the plan. (Government Code 12945.2; 2 CCR 11044, 11092)

Military Family Leave Resulting from Qualifying Exigencies

An eligible employee may take up to 12 work weeks of unpaid FMLA leave, during each 12-month period established by the district in the section entitled "Terms of Leave" above, for one or more qualifying exigencies while his/her child, parent, or spouse who is a military member is on covered active duty or on call to covered active duty status. (29 USC 2612; 29 CFR 825.126)

Covered active duty means duty during the deployment of a member of the regular Armed Forces to a foreign country or duty during the deployment of a member of the National Guard or Reserves to a foreign country under a call or an order to active duty in support of a contingency operation pursuant to law. (29 USC 2611; 29 CFR 825.126)

Qualifying exigencies include time needed to: (29 CFR 825.126)

1. Address issues arising from short notice deployment of up to seven calendar days from the date of receipt of call or order of short notice deployment
2. Attend military events and related activities, such as any official ceremony or family assistance program related to the covered active duty or call to covered active duty status
3. Arrange child care or attend school activities arising from the covered active duty or call to covered active duty, such as arranging for alternative child care, enrolling or transferring a child to a new school, or attending meetings
4. Make or update financial and legal arrangements to address a military member's absence
5. Attend counseling provided by someone other than a health care provider

FAMILY CARE AND MEDICAL LEAVE (continued)

6. Spend time (up to 15 days of leave per instance) with a military member who is on short-term, temporary, Rest and Recuperation leave during deployment
7. Attend to certain post-deployment activities, such as arrival ceremonies or reintegration briefings
8. Care for a military member's parent who is incapable of self-care when the care is necessitated by the military member's covered active duty
9. Address any other event that the employee and district agree is a qualifying exigency

The employee shall provide the Superintendent or designee with notice of the need for the qualifying exigency leave as soon as practicable, regardless of how far in advance such leave is foreseeable. (29 CFR 825.302)

An employee who is requesting leave for qualifying exigencies shall provide the Superintendent or designee with a copy of the military member's active duty orders, or other documentation issued by the military, and the dates of the service. In addition, the employee shall provide the Superintendent or designee with certification of the qualifying exigency necessitating the leave. The certification shall contain the information specified in 29 CFR 825.309.

The employee's qualifying exigency leave may be taken on an intermittent or reduced work or leave schedule basis. (29 CFR 825.302)

During the period of qualified exigency leave, the district's rule regarding an employee's use of his/her accrued vacation leave and any other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

Military Caregiver Leave

The district shall grant an eligible employee up to a total of 26 work weeks of leave during a single 12-month period, measured forward from the first date the leave is taken, to care for a covered servicemember with a serious illness or injury. In order to be eligible for such military caregiver leave, the employee must be the spouse, son, daughter, parent, or next of kin of the covered servicemember. This 26-week period is not in addition to, but rather is inclusive of, the 12 work weeks of leave that may be taken for other FMLA qualifying reasons. (29 USC 2611, 2612; 29 CFR 825.127)

FAMILY CARE AND MEDICAL LEAVE (continued)

Covered servicemember may be: (29 CFR 825.127)

1. A current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy; is otherwise in outpatient status; or is otherwise on the temporary disability retired list for a serious injury or illness
2. A veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran

Son or daughter of a covered servicemember means the biological, adopted, or foster child, stepchild, legal ward, or a child of any age for whom the covered servicemember stood in *loco parentis*. (29 CFR 825.127)

Parent of a covered servicemember means the covered servicemember's biological, adopted, step, or foster parent, or any other individual who stood in *loco parentis* to the covered servicemember (except "parents in law"). (29 CFR 825.127)

Next of kin means the nearest blood relative to the covered servicemember, or as designated in writing by the covered servicemember. (29 USC 2611, 2612)

Outpatient status means the status of a member of the Armed Forces assigned to a military medical treatment facility as an outpatient or a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients. (29 USC 2611; 29 CFR 825.127)

Serious injury or illness means: (29 USC 2611; 29 CFR 825.127)

1. For a current member of the Armed Forces, an injury or illness incurred by the member in the line of duty on active duty, or that existed before the beginning of the member's active duty and was aggravated by the member's service in the line of duty while on active duty in the Armed Forces, and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating.
2. For a veteran, an injury or illness incurred or aggravated by the member's service in the line of duty on active duty in the Armed Forces, including the National Guard or Reserves, that manifested itself before or after the member became a veteran and that is at least one of the following:

AR4161.8(m)
4261.8
4361.8

FAMILY CARE AND MEDICAL LEAVE (continued)

- a. A continuation of a serious injury or illness incurred or aggravated while the veteran was a member of the Armed Forces and rendered him/her unable to perform the duties of his/her office, grade, rank, or rating
- b. A physical or mental condition for which the veteran has received a U.S. Department of Veterans Affairs (VA) Service-Related Disability Rating of 50 percent or greater, based wholly or partly on that physical or mental condition
- c. A physical or mental condition that substantially impairs the veteran's ability to secure or follow a substantially gainful occupation by reason of one or more disabilities related to his/her military service or that would do so but for treatment received by the veteran
- d. An injury, including a psychological injury, on the basis of which the veteran has been enrolled in the VA's Program of Comprehensive Assistance for Family Caregivers

The employee shall provide reasonable and practicable notice of the need for the leave in accordance with the procedures in the section entitled "Request for Leave" above.

An employee requesting leave to care for a covered servicemember with a serious injury or illness shall provide the Superintendent or designee with certification from an authorized health care provider of the servicemember that contains the information specified in 29 CFR 825.310.

The leave may be taken intermittently or on a reduced work or leave schedule when medically necessary. An employee taking military caregiver leave in combination with other leaves pursuant to this administrative regulation shall be entitled to a combined total of 26 work weeks of leave during a single 12-month period. When both spouses work for the district and both wish to take such leave, the spouses are limited to a maximum combined total of 26 work weeks during a single 12-month period. (29 USC 2612)

During the period of military caregiver leave, the district's rule regarding an employee's use of his/her accrued vacation leave and other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

Notifications

The Superintendent or designee shall provide the following notifications regarding state and federal law related to PDL or FMLA/CFRA leave:

FAMILY CARE AND MEDICAL LEAVE (continued)

1. **General Notice:** Information explaining the provisions of the FEHA/PDL and FMLA/CFRA and employee rights and obligations shall be posted in a conspicuous place on district premises, or electronically, and shall be included in employee handbooks. (2 CCR 11049, 11095; 29 USC 2619)

The general notice shall also explain an employee's obligation to provide the Superintendent or designee with at least 30 days notice of the need for the requested leave, when the need is reasonably foreseeable at least 30 days prior to the start of the leave. (2 CCR 11050, 11091)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

2. **Eligibility Notice:** When an employee requests leave, including PDL, or when the Superintendent or designee acquires knowledge that an employee's leave may be for an FMLA/CFRA qualifying reason, the Superintendent or designee shall, within five business days, provide notification to the employee of his/her eligibility to take such leave. (2 CCR 11049, 11091; 29 CFR 825.300)
3. **Rights and Responsibilities Notice:** Each time the eligibility notice is provided to an employee, the Superintendent or designee shall provide written notification explaining the specific expectations and obligations of the employee, including any consequences for a failure to meet those obligations. Such notice shall include, as applicable: (29 CFR 825.300)
 - a. A statement that the leave may be designated and counted against the employee's annual FMLA/CFRA leave entitlement and the appropriate 12-month entitlement period, if qualifying
 - b. Any requirements for the employee to furnish medical certification of a serious health condition, serious injury or illness, or qualifying exigency arising out of active duty or call to active duty status and the consequences of failing to provide the certification
 - c. The employee's right to use paid leave, whether the district will require use of paid leave, conditions related to any use of paid leave, and the employee's entitlement to take unpaid leave if the employee does not meet the conditions for paid leave
 - d. Any requirements for the employee to make premium payments necessary to maintain health benefits, the arrangement for making such payments, and the possible consequences of failure to make payments on a timely basis

FAMILY CARE AND MEDICAL LEAVE (continued)

- e. The employee's status as a "key employee" if applicable, potential consequence that restoration may be denied following the FMLA leave, and explanation of the conditions required for such denial
- f. The employee's right to maintenance of benefits during the leave and restoration to the same or an equivalent job upon return from leave
- g. The employee's potential liability for health insurance premiums paid by the district during the employee's unpaid FMLA leave should the employee not return to service after the leave

Any time the information provided in the above notice changes, the Superintendent or designee shall, within five business days of his/her receipt of an employee's first notice of need for leave, provide the employee with a written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

4. **Designation Notice:** When the Superintendent or designee has information (e.g., sufficient medical certification) to determine whether the leave qualifies as FMLA/CFRA leave, he/she shall, within five business days, provide written notification designating the leave as FMLA/CFRA qualifying or, if the leave will not be so designated, the reason for that determination. (2 CCR 11091; 29 CFR 825.300)

If the amount of leave needed is known, the notice shall include the number of hours, days, or weeks that will be counted against the employee's FMLA/CFRA entitlement. If it is not possible to provide that number at the time of the designation notice, notification shall be provided of the amount of leave counted against the employee's entitlement upon request by the employee and at least once in every 30-day period if leave was taken in that period. (29 CFR 825.300)

If the district requires paid leave to be used during an otherwise unpaid family care and medical leave, the notice shall so specify. If the district requires an employee to present a release to return to work certification that addresses the employee's ability to perform the essential functions of the job, the notice shall also specify that requirement. (2 CCR 11091, 11097; 29 CFR 825.300)

Any time the information provided in the designation notice changes, the Superintendent or designee shall, within five business days, provide the employee with written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

FAMILY CARE AND MEDICAL LEAVE (continued)

Records

The Superintendent or designee shall maintain records pertaining to an individual employee's use of family care and medical leave in accordance with law. (Government Code 12946; 29 USC 2616; 42 USC 2000ff-1; 29 CFR 825.500)

Legal Reference:

EDUCATION CODE

44965 *Granting of leaves of absence for pregnancy and childbirth*

FAMILY CODE

297-297.5 *Rights, protections, and benefits under law; registered domestic partners*

300 *Validity of marriage*

GOVERNMENT CODE

12926 *Fair employment and housing act, definitions*

12940 *Unlawful employment practices*

12945 *Pregnancy; childbirth or related medical condition; unlawful practice*

12945.1-12945.2 *California Family Rights Act*

12946 *Fair Employment and Housing Act: discrimination prohibited*

CODE OF REGULATIONS, TITLE 2

11035-11051 *Sex discrimination: pregnancy, childbirth and related medical conditions*

11087-11098 *California Family Rights Act*

UNITED STATES CODE, TITLE 1

7 *Definition of marriage*

UNITED STATES CODE, TITLE 29

2601-2654 *Family and Medical Leave Act of 1993, as amended*

UNITED STATES CODE, TITLE 42

2000ff-1-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

CODE OF FEDERAL REGULATIONS, TITLE 29

825.100-825.800 *Family and Medical Leave Act of 1993*

COURT DECISIONS

United States v. Windsor, (2013) 699 F.3d 169

Faust v. California Portland Cement Company, (2007) 150 Cal.App.4th 864

Tellis v. Alaska Airlines, (9th Cir., 2005) 414 F.3d 1045

Management Resources:

FEDERAL REGISTER

The Family and Medical Leave Act; Final Rule; February 6, 2013. Vol. 78, No. 25, pages 8903-8947

U.S. DEPARTMENT OF LABOR PUBLICATIONS

Military Family Leave Provisions of the FMLA Frequently Asked Questions and Answers

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

U.S. Department of Labor, FMLA: <http://www.dol.gov/whd/fmla>

Regulation
approved:

CSBA MANUAL MAINTENANCE SERVICE
July 2015

Agenda Item:

5a

Consider approving the minutes of March 16, 2016

From: Todd Barlow

Purpose: To approve the board minutes of the March 16, 2016 Regular Board Meeting

Superintendent's Recommendation: Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT
Board Meeting Minutes of March 16, 2016

6:30 pm

1. OPEN SESSION

- a) Call to Order: Andy Atsma, President called the meeting to order at 6:31 pm
- b) Members present: Andy Atsma, Sheree Deniz, and Alejandro Acosta. Trustee Oliveira was absent
Also present: Todd Barlow, Superintendent/Principal, Margaret DeSantos, Administrative Secretary.
Present in the audience: Robin Jones, Robert Inabnit, Shelley Leal, Adam Barresi, Brien Rayner,
and Miss Long along with several of her 3rd grader students and their parents.
- c) Mason Nunes led the pledge to the flag.

2. Public comments and public hearings

- a. Public comment
None

3. Presentation, reports and communications

- a) Staff Report:
 - i. Miss Long's 3rd grade students performed three skits for the Governing Board. The students also performed these skits at the Fresno State University Peach Blossom event.
 - ii. Adam Barresi, Investigator for the California Highway Patrol, introduced himself and his partner, Brien Rayner to all present.
6:45 pm Mr. Barlow called for a short break
6:52 pm President Atsma called the meeting back to order
 - iii. Margaret DeSantos informed the Governing Board that Kit Carson has 365 students enrolled and Mid Valley Alternative School has 22.
 - iv. Robert Inabnit stated that the new tractor should arrive next week.
 - v. Shelley Leal stated that she has been working on the 2nd Interim Report.
 - vi. Robin Jones reported that she attended the Peach Blossom event. She stated that the students had a wonderful time and were very excited about performing. Mrs. Jones also stated that Mid Valley students performed along with the Kit Carson students.
- b) **Board member reports:**
Trustee Acosta no report
Trustee Deniz no report
Trustee Atsma no report
- c) Superintendent's Report/Review Calendar
Mr. Barlow reported that he attended the KCSBA dinner. He also stated that Jeff Willhite, a potential board member, attended the dinner.
Mr. Barlow report that the cinder blocks for the Bell Monument should arrive on Monday, March 21st
Mr. Barlow reported on the Intercom project. He stated that the new system is in the design phase, but will include an emergency lock button.
Mr. Barlow also pointed out the artwork which is displayed on the whiteboard, and discussed the school's new art classes.

4. Information items

- a) Chief Business Official contract between KCUESD and LUESD
Mr. Barlow reported that the Lakeside Board voted that this contract not be renewed and will end on June 30, 2016. However Mrs. Leal stated that she will be available to assist the new district CBO.

b) CBO interviews

Mr. Barlow stated that at this time the district has received 16 applications. Mr. Barlow stated that he would like a Board member to be on the interview panel. Trustee Deniz expressed interest and asked to be contacted when the interview are scheduled.

c) KCEA Initial Contract Proposal for 2016-20174

Mr. Barlow stated that the KCEA is asking for a 3% raise, with no other changes.

5. Consent items:

- a. Consider approving Board minutes of February 10, 2016
- b. Review and accept Bills and Warrants
- c. Consider approving the Inter District Request for 2016-2017
- d. Consider accepting a donation from Target
- e. Consider approving the Salary Schedule for the Chief Business Official

The Bills and Warrants were submitted by Shelley Leal. It was moved by Trustee Alejandro to approve the consent agenda as presented; Trustee Deniz seconded the motion. Motion passed on a 3-0 vote.

| | | | |
|-------------------|------------------|------------------|---------------------|
| Trustee Acosta | Trustee Atsma | Trustee Deniz | Trustee Oliveira |
| Aye | Aye | Aye | Absent |

6. Action items:

a. Consider approval of the Second Interim Report

Shelley Leal reviewed the Second Interim Report with all present. She discussed the unrestricted and restricted funds as well as the Deferred Maintenance account and funding per ADA. After a brief discussion, it was moved by Trustee Deniz to approve the Report as presented; Trustee Acosta seconded the motion. Motion passed on a 3-0 vote.

| | | | |
|-------------------|------------------|------------------|---------------------|
| Trustee Acosta | Trustee Atsma | Trustee Deniz | Trustee Oliveira |
| Aye | Aye | Aye | Absent |

b. Consider approving Resolution 1516-08; The Matter of adopting the Budget Revisions

It was moved by Trustee Atsma to approve the Resolution as presented; Trustee Deniz seconded the motion. Motion passed 3-0 vote.

| | | | |
|-------------------|------------------|------------------|---------------------|
| Trustee Acosta | Trustee Atsma | Trustee Deniz | Trustee Oliveira |
| Aye | Aye | Aye | Absent |

c. Consider accepting a quote for repair of playground equipment

Mr. Barlow informed the board that the slide at the 1st-6th playground area has a crack, which might cause injuries if not fixed. It was moved by Trustee Acosta to approve the repairing of the slide as presented; Trustee Deniz seconded the motion. Motion passed 3-0 vote.

| | | | |
|-------------------|------------------|------------------|---------------------|
| Trustee Acosta | Trustee Atsma | Trustee Deniz | Trustee Oliveira |
| Aye | Aye | Aye | Absent |

d. Consider ratifying the Memorandum of Understanding between Kit Carson Union Elementary School District and the California Highway Patrol

It was moved by Trustee Deniz to ratify the Memorandum of Understanding as presented; Trustee Acosta seconded the motion. Motion passed 3-0 vote.

| | | | |
|-------------------|------------------|------------------|---------------------|
| Trustee Acosta | Trustee Atsma | Trustee Deniz | Trustee Oliveira |
| Aye | Aye | Aye | Absent |

President Atsma adjourned the meeting to closed session at 7:15 pm to discuss Negotiations with the Kit Carson Educators Association.

President Atsma reopened the closed session meeting at 7:45 pm and stated that no action was taken. Meeting adjourned at 7:45 pm.

7. Future Planning and Adjournment:

- a) The Next meeting, Wednesday, April 20, 2016
- b) No future board agenda items were discussed
- c) The meeting adjourned at 7:45 pm.

Date: _____

Andy Atsma, President

Sheree Deniz, Clerk of the Board

Todd Barlow, Superintendent/Principal

From: Shelley Leal

Purpose: Review and approve bills and warrants for the following dates:

3/11/2016 - \$ 65,270.39

3/18/2016 - \$ 5,891.01

3/29/2016 - \$ 4,663.55

4/01/2016 - \$ 10,334.89

Superintendent's Recommendation: Consideration for approval

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

| | | |
|----------------------|----|-------------|
| Warrants | 15 | \$64,992.39 |
| Credit Card Payments | 1 | \$278.00 |

Grand Total for Payments Dated: 03/11/2016 \$65,270.39

| | |
|-----------------------------------------------------------------|-----------------|
| <input checked="" type="checkbox"/> Authorized Officer/Employee | <u>Todd Buh</u> |
| Or | |
| <input type="checkbox"/> Board Members * | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

* If this option is chosen, must have a majority of board members authorization (EC 42632)

Date _____

| | |
|-------------------------------|------------|
| KCOE Examination and Approval | |
| By _____ | Date _____ |

This order must be returned to KCOE prior to distribution of payments.

**Warrant Register For Warrants
Dated 03/11/2016**

3/17/2016 4:19:58PM

| Warrant Number | Vendor Number | Vendor Name | Amount |
|--------------------------------------|---------------|--------------------------------|--------------------|
| 12514123 | 14 | ARAMARK UNIFORM SERVICES | \$88.19 |
| 12514124 | 1248 | BANK OF AMERICA - 0223 | \$557.79 |
| 12514125 | 1133 | BANK OF AMERICA-8701 | \$2,193.05 |
| 12514126 | 1097 | DE LAGE LANDEN | \$911.07 |
| 12514127 | 1126 | GRISWOLD LASALLE COBB DOWD & G | \$43.00 |
| 12514128 | 900 | BECKY HOFER | \$54.02 |
| 12514129 | 474 | KINGS CO OFFICE OF EDUCATION | \$649.19 |
| 12514130 | 1283 | KINGS VALLEY ACADEMY | \$57,460.66 |
| 12514131 | 1033 | Lawrence Tractor Inc | \$30.49 |
| 12514132 | 1046 | MULTI-TECH MOBILE SERVICE | \$1,028.42 |
| 12514133 | 268 | PRODUCERS DAIRY FOODS INC | \$394.93 |
| 12514134 | 1197 | PURCHASE POWER | \$257.99 |
| 12514135 | 897 | SCHOOL PATHWAYS LLC | \$150.00 |
| 12514136 | 836 | SOUTHWEST SCHOOL & OFF. SUPPLY | \$20.64 |
| 12514137 | 206 | SYSCO FOOD SERVICES | \$1,152.95 |
| Total Amount of All Warrants: | | | \$64,992.39 |

**Credit Card Register For
Payments Dated 03/11/2016**

3/17/2016 4:20:06PM

| Document Number | Vendor Number | Vendor Name | Amount |
|--------------------------------------------------|---------------|-------------------------------|-----------------|
| 14014984 | 136 | LEE CENTRAL CALIF. NEWSPAPERS | \$278.00 |
| Total Amount of All Credit Card Payments: | | | \$278.00 |

Commercial Payment Register

For Payments Dated: 03/11/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY- GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|--------------------------|--------------|----------------------------------|-------------------------------------------|-------------------------------------------|------------|
| 12514123 | 14 | ARAMARK UNIFORM SERVICE | PV - 150538 | 0100-0000-0-0000-8200-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$88.19 |
| | | | | | Total For Fund Number: 0100 | | \$88.19 |
| 12514124 | 1248 | BANK OF AMERICA - 0223 | PV - 150540 | 0100-1100-0-1110-1000-430000-000 | State Lottery | Total Amount of Payment: | \$88.19 |
| | | | | | Materials and Supplies | | \$37.95 |
| | | | | | Other Services and Operating Expenditures | | \$495.74 |
| 12514124 | 1248 | BANK OF AMERICA - 0223 | PO - 151702 | 0900-0000-0-1110-1000-430000-000 | Unrestricted Resources | Total For Fund Number: 0100 | \$533.69 |
| | | | | | Materials and Supplies | | \$24.10 |
| 12514125 | 1133 | BANK OF AMERICA-8701 | PO - 151708 | 0100-0332-0-1156-1000-430000-000 | LCFF Supplemental/Concentration Grant | Total For Fund Number: 0900 | \$24.10 |
| | | | | | Materials and Supplies | | \$557.79 |
| | | | | | Materials and Supplies | | \$1,356.91 |
| 12514126 | 1097 | DE LAGE LANDEN | PV - 150530 | 0100-1100-0-1110-1000-560005-000 | LCFF Supplemental/Concentration Grant | Total Amount of Payment: | \$54.00 |
| | | | | | Materials and Supplies | | \$204.14 |
| | | | | | Materials and Supplies | | \$608.00 |
| 12514127 | 1126 | GRISWOLD LASALLE COBB I | PV - 150531 | 0100-0000-0-0000-7100-580010-000 | Unrestricted Resources | Total For Fund Number: 0100 | \$2,193.05 |
| | | | | | Maintenance Agreement-Copies | | \$2,193.05 |
| | | | | | Maintenance Agreement-Copies | | \$213.60 |
| 12514128 | 900 | HOFER, BECKY | PV - 150539 | 0900-0000-0-0000-2700-430000-000 | Unrestricted Resources | Total For Fund Number: 0100 | \$911.07 |
| | | | | | Prof. Serv & Oper. Exp.- Legal | | \$911.07 |
| | | | | | Prof. Serv & Oper. Exp.- Legal | | \$43.00 |
| | | | | | Total For Fund Number: 0100 | | \$43.00 |
| | | | | | Total Amount of Payment: | | \$43.00 |
| | | | | | Materials and Supplies | | \$8.65 |
| | | | | | Materials and Supplies | | \$8.64 |
| | | | | | Materials and Supplies | | \$5.25 |
| | | | | | Materials and Supplies | | \$12.03 |
| | | | | | Books Other Than Textbooks | | \$19.45 |
| 12514129 | 474 | KINGS CO OFFICE OF EDUCA | PV - 150534 | 0100-6500-0-5770-1120-580004-000 | Special Education | Total For Fund Number: 0900 | \$54.02 |
| | | | | | Contract w/County Schools | | \$54.02 |
| | | | | | Contract w/County Schools | | \$649.19 |
| | | | | | Total For Fund Number: 0100 | | \$649.19 |
| | | | | | Total Amount of Payment: | | \$649.19 |

**Commercial Payment Register
For Payments Dated: 03/11/2016**

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|-------------------------|--------------|----------------------------------|---------------------------------------|--------------------------------------------------------|-------------|
| 12514130 | 1283 | KINGS VALLEY ACADEMY | PV - 150537 | 0100-0000-0-0000-0000-809600-600 | Unrestricted Resources | Transfers to Charter Schools in Lieu of Property Taxes | \$57,460.66 |
| | | | | | | Total For Fund Number: 0100 | \$57,460.66 |
| 12514131 | 1033 | Lawrence Tractor Inc | PV - 150529 | 0100-8150-0-0000-8110-580000-000 | Ongoing & Major Maint. Acct. | Other Services and Operating Expenditures | \$30.49 |
| | | | | | | Total For Fund Number: 0100 | \$30.49 |
| 12514132 | 1046 | MULTI-TECH MOBILE SERV | PV - 150533 | 0100-0000-0-0000-3600-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$30.49 |
| | | | | | | Total Amount of Payment: | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$97.50 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$540.92 |
| | | | | | | Total For Fund Number: 0100 | \$1,028.42 |
| 12514133 | 268 | PRODUCERS DAIRY FOODS I | PV - 150535 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs | Food | \$1,028.42 |
| | | | | | | Total For Fund Number: 1300 | \$394.93 |
| 12514134 | 1197 | PURCHASE POWER | PV - 150532 | 0100-0000-0-0000-2700-590030-000 | Unrestricted Resources | Communications - Postage | \$394.93 |
| | | | | | | Total For Fund Number: 0100 | \$257.99 |
| 12514135 | 897 | SCHOOL PATHWAYS LLC | PV - 150528 | 0900-0332-0-1110-1000-580000-000 | LCFF Supplemental/Concentration Grant | Other Services and Operating Expenditures | \$257.99 |
| | | | | | | Total For Fund Number: 0900 | \$150.00 |
| 12514136 | 836 | SOUTHWEST SCHOOL & OFF | PO - 151704 | 0100-6500-0-5770-1120-430000-000 | Special Education | Materials and Supplies | \$150.00 |
| | | | | | | Total For Fund Number: 0100 | \$20.64 |
| 12514137 | 206 | SYSCO FOOD SERVICES | PV - 150536 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs | Food | \$20.64 |
| | | | | | | Total For Fund Number: 1300 | \$1,063.50 |
| | | | | | | Total Amount of Payment: | \$89.45 |
| | | | | | | Total For Fund Number: 1300 | \$1,152.95 |
| | | | | | | Total Amount of Payment: | \$1,152.95 |

Commercial Payment Register

For Payments Dated: 03/11/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-----------------------------|-----------|-------------------------|--------------|----------------------------------|------------------------|----------------------------------------|----------|
| 14014984 | 136 | LEE CENTRAL CALIF. NEWS | PV - 130527 | 0100-0000-0-0000-2700-580040-000 | Unrestricted Resources | Prof. Serv. & Oper. Exp. - Advertising | \$278.00 |
| Total For Fund Number: 0100 | | | | | | | \$278.00 |
| Total Amount of Payment: | | | | | | | \$278.00 |

Commercial Payment Register **For Payments Dated: 03/11/2016**

Page 1 of 1
3/17/2016 4:19:47PM

District: 18 Kit Carson Union Elementary School District

| Fund | Total |
|------|--------------------|
| 0100 | \$63,494.39 |
| 0900 | \$228.12 |
| 1300 | \$1,547.88 |
| | <u>\$65,270.39</u> |

Total # of Payments: 16

Total # of Payments: 16 Grand Total: \$ 65,270.39

Detail By Fund/Resource

3/17/2016 4:19:52PM Page 1 of 2

| District | Fund | Resource | Amount |
|------------------------------------------------|-------------------|--------------------------------------|--------------------|
| 18 Kit Carson Union Elementary School District | 0100 General Fund | | |
| | 0000 | Unrestricted Resources | \$257.99 |
| | 0000 | Unrestricted Resources | \$495.74 |
| | 0000 | Unrestricted Resources | \$608.00 |
| | 0000 | Unrestricted Resources | \$88.19 |
| | 0000 | Unrestricted Resources | \$57,460.66 |
| | 0000 | Unrestricted Resources | \$540.92 |
| | 0000 | Unrestricted Resources | \$97.50 |
| | 0000 | Unrestricted Resources | \$97.50 |
| | 0000 | Unrestricted Resources | \$97.50 |
| | 0000 | Unrestricted Resources | \$97.50 |
| | 0000 | Unrestricted Resources | \$97.50 |
| | 0000 | Unrestricted Resources | \$43.00 |
| | 0000 | Unrestricted Resources | \$278.00 |
| | | Total for Resource 0000 | \$60,260.00 |
| | 0332 | LCFF Supplemental/Concentration Gran | \$54.00 |
| | 0332 | LCFF Supplemental/Concentration Gran | \$1,326.91 |
| | 0332 | LCFF Supplemental/Concentration Gran | \$204.14 |
| | | Total for Resource 0332 | \$1,585.05 |
| | 1100 | State Lottery | \$697.47 |
| | 1100 | State Lottery | \$213.60 |
| | 1100 | State Lottery | \$37.95 |
| | | Total for Resource 1100 | \$949.02 |
| | 6500 | Special Education | \$20.64 |
| | 6500 | Special Education | \$649.19 |
| | | Total for Resource 6500 | \$669.83 |
| | 8150 | Ongoing & Major Maint. Acct. | \$30.49 |
| | | Total for Resource 8150 | \$30.49 |

Detail By Fund/Resource

3/17/2016 4:19:52PM Page 2 of 2

| District | Fund | Resource | Amount |
|------------------------------------------------|------|--------------------------------------|----------------------------------------------|
| 18 Kit Carson Union Elementary School District | | | |
| | 0900 | Charter Schools Fund | |
| | | 0000 | Total for Fund 0100 \$63,494.39 |
| | | Unrestricted Resources | \$24.10 |
| | | Unrestricted Resources | \$8.65 |
| | | Total for Resource 0000 | \$32.75 |
| | 0332 | LCFF Supplemental/Concentration Gran | \$150.00 |
| | 0332 | LCFF Supplemental/Concentration Gran | \$8.64 |
| | | Total for Resource 0332 | \$158.64 |
| | 1100 | State Lottery | \$19.45 |
| | 1100 | State Lottery | \$12.03 |
| | 1100 | State Lottery | \$5.25 |
| | | Total for Resource 1100 | \$36.73 |
| | | Total for Fund 0900 | \$228.12 |
| | 1300 | Cafeteria Fund | |
| | | 5310 | Child Nutrition - School Programs \$394.93 |
| | | 5310 | Child Nutrition - School Programs \$1,063.50 |
| | | 5310 | Child Nutrition - School Programs \$89.45 |
| | | Total for Resource 5310 | \$1,547.88 |
| | | Total for Fund 1300 | \$1,547.88 |
| | | Total for District 18 | \$65,270.39 |

Detail By Fund/Resource

| District | Fund | Resource | Amount |
|-------------|------|----------|-------------|
| Grand Total | | | \$65,270.39 |
| | | | |

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

| | | |
|----------------------|----|------------|
| Warrants | 10 | \$5,699.66 |
| Credit Card Payments | 1 | \$191.35 |

Grand Total for Payments Dated: 03/18/2016 \$5,891.01



☒ Authorized Officer/Employee

Or

☐ Board Members *

* If this option is chosen, must have a majority of board members authorization (EC 42632)

Date _____

| | |
|-------------------------------|------------|
| KCOE Examination and Approval | |
| By _____ | Date _____ |

This order must be returned to KCOE prior to distribution of payments.

**Warrant Register For Warrants
Dated 03/18/2016**

3/23/2016 12:44:28PM

| Warrant Number | Vendor Number | Vendor Name | Amount |
|-------------------------------|---------------|--------------------------------|-------------------|
| 12514686 | 14 | ARAMARK UNIFORM SERVICES | \$88.19 |
| 12514687 | 867 | CHRIS BENEDICT | \$10.71 |
| 12514688 | 988 | Central Valley Support Service | \$35.00 |
| 12514689 | 331 | THE GAS COMPANY | \$418.43 |
| 12514690 | 535 | STEVEN LLOYD | \$71.17 |
| 12514691 | 246 | OFFICE DEPOT | \$48.71 |
| 12514692 | 268 | PRODUCERS DAIRY FOODS INC | \$409.10 |
| 12514693 | 330 | SO CALIF EDISON CO | \$3,750.43 |
| 12514694 | 836 | SOUTHWEST SCHOOL & OFF. SUPPLY | \$121.97 |
| 12514695 | 206 | SYSCO FOOD SERVICES | \$745.95 |
| Total Amount of All Warrants: | | | \$5,699.66 |

**Credit Card Register For
Payments Dated 03/18/2016**

| Document Number | Vendor Number | Vendor Name | Amount |
|-------------------------------------------|---------------|-----------------------------|------------|
| 14015061 | 1093 | CALTRONICS BUSINESS SYSTEMS | \$191.35 |
| Total Amount of All Credit Card Payments: | | | \$191 . 35 |

Commercial Payment Register

For Payments Dated: 03/18/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|--------------------------------|--------------|----------------------------------|------------------------------------------------------|--------------------------------------------------------------------|------------|
| 12514686 | 14 | ARAMARK UNIFORM SERVICE | PV - 150545 | 0100-0000-0-0000-8200-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$88.19 |
| | | | | | Total For Fund Number: 0100 | | \$88.19 |
| 12514687 | 867 | BENEDICT, CHRIS | PV - 150543 | 0100-1100-0-1110-1000-430000-020 | State Lottery | Total Amount of Payment: Materials and Supplies | \$88.19 |
| | | | | | Total For Fund Number: 0100 | | \$10.71 |
| 12514688 | 988 | Central Valley Support Service | PV - 150548 | 0100-0000-0-0000-7300-580000-000 | Unrestricted Resources | Total Amount of Payment: Other Services and Operating Expenditures | \$10.71 |
| | | | | | Total For Fund Number: 0100 | | \$35.00 |
| 12514689 | 331 | GAS COMPANY, THE | PV - 150550 | 0100-0000-0-0000-8200-550010-000 | Unrestricted Resources | Total Amount of Payment: Gas | \$35.00 |
| | | | | | Total For Fund Number: 0100 | | \$418.43 |
| 12514690 | 535 | LLOYD, STEVEN | PV - 150546 | 0100-1100-0-1110-1000-430000-012 | State Lottery | Total Amount of Payment: Materials and Supplies | \$418.43 |
| | | | | | Total For Fund Number: 0100 | | \$71.17 |
| 12514691 | 246 | OFFICE DEPOT | PO - 151710 | 0100-0000-0-0000-7300-430000-000 | Unrestricted Resources | Total Amount of Payment: Materials and Supplies | \$71.17 |
| | | | | | Total For Fund Number: 0100 | | \$33.19 |
| 12514691 | 246 | OFFICE DEPOT | PO - 151710 | 1300-5310-0-0000-3700-470000-000 | State Lottery | Total For Fund Number: 0100 | \$4.18 |
| | | | | | Total For Fund Number: 0100 | | \$37.37 |
| 12514692 | 268 | PRODUCERS DAIRY FOODS I | PV - 150541 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs Food | Total For Fund Number: 1300 | \$11.34 |
| | | | | | Total Amount of Payment: Food | | \$11.34 |
| 12514693 | 330 | SO CALIF EDISON CO | PV - 150544 | 0100-0000-0-0000-8200-550020-000 | Child Nutrition - School Programs Food | Total Amount of Payment: Electricity | \$48.71 |
| | | | | | Total For Fund Number: 1300 | | \$409.10 |
| 12514694 | 836 | SOUTHWEST SCHOOL & OFF | PO - 151706 | 0100-1100-0-1110-1000-430000-004 | Unrestricted Resources | Total Amount of Payment: Electricity | \$409.10 |
| | | | | | Total For Fund Number: 0100 | | \$409.10 |
| 12514695 | 206 | SYSCO FOOD SERVICES | PV - 150542 | 1300-5310-0-0000-3700-470000-000 | Unrestricted Resources | Total Amount of Payment: Materials and Supplies | \$3,750.43 |
| | | | | | Total For Fund Number: 0100 | | \$3,750.43 |
| | | | | | Total For Fund Number: 0100 | | \$3,750.43 |
| | | | | | Total For Fund Number: 0100 | | \$121.97 |
| | | | | | Total For Fund Number: 0100 | | \$121.97 |
| | | | | | Total Amount of Payment: Food | | \$675.64 |
| | | | | | Total For Fund Number: 1300 | | \$70.31 |
| | | | | | Total Amount of Payment: Other Food Service Supplies | | \$745.95 |
| | | | | | Total Amount of Payment: Food | | \$745.95 |

**Commercial Payment Register
For Payments Dated: 03/18/2016**

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-----------------------------|-----------|-------------------------|--------------|----------------------------------|---------------|------------------------------|-----------------|
| 14015061 | 1093 | CALTRONICS BUSINESS SYS | PV - 150549 | 0100-1100-0-1110-1000-560005-000 | State Lottery | Maintenance Agreement-Copies | \$191.35 |
| Total For Fund Number: 0100 | | | | | | | \$191.35 |
| Total Amount of Payment: | | | | | | | <u>\$191.35</u> |

Commercial Payment Register
For Payments Dated: 03/18/2016

Page 1 of 1
3/23/2016 12:44:06PM

District: 18 Kit Carson Union Elementary School District

Fund

0100

1300

Total

\$4,724.62

\$1,166.39

\$5,891.01

Total # of Payments: 11

Total # of Payments: 11

Grand Total:

\$ 5,891.01

Detail By Fund/Resource

Page 1 of 1
3/23/2016 12:44:18PM

| District | Fund | Resource | Amount |
|------------------------------------------------|---------------------|----------|--------------------------------------------|
| 18 Kit Carson Union Elementary School District | | | |
| | 0100 General Fund | | |
| | | 0000 | Unrestricted Resources \$3,750.43 |
| | | 0000 | Unrestricted Resources \$88.19 |
| | | 0000 | Unrestricted Resources \$418.43 |
| | | 0000 | Unrestricted Resources \$33.19 |
| | | 0000 | Unrestricted Resources \$35.00 |
| | | | Total for Resource 0000 \$4,325.24 |
| | | 1100 | State Lottery \$71.17 |
| | | 1100 | State Lottery \$191.35 |
| | | 1100 | State Lottery \$4.18 |
| | | 1100 | State Lottery \$10.71 |
| | | 1100 | State Lottery \$121.97 |
| | | | Total for Resource 1100 \$399.38 |
| | | | Total for Fund 0100 \$4,724.62 |
| | 1300 Cafeteria Fund | | |
| | | 5310 | Child Nutrition - School Programs \$675.64 |
| | | 5310 | Child Nutrition - School Programs \$70.31 |
| | | 5310 | Child Nutrition - School Programs \$409.10 |
| | | 5310 | Child Nutrition - School Programs \$11.34 |
| | | | Total for Resource 5310 \$1,166.39 |
| | | | Total for Fund 1300 \$1,166.39 |
| | | | Total for District 18 \$5,891.01 |

Detail By Fund/Resource

Amount

Resource

Fund

District

Grand Total \$5,891.01

Grand Total

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

| | | |
|---------------------------------|------------|------------|
| Warrants | 10 | \$4,134.80 |
| Credit Card Payments | 3 | \$528.75 |
| Grand Total for Payments Dated: | 03/29/2016 | \$4,663.55 |

☒ Authorized Officer/Employee Todd Bohn

Or

☐ Board Members *

* If this option is chosen, must have a majority of board members authorization (EC 42632)

Date _____

| | |
|-------------------------------|------------|
| KCOE Examination and Approval | |
| By _____ | Date _____ |

This order must be returned to KCOE prior to distribution of payments.

**Warrant Register For Warrants
Dated 03/29/2016**

3/30/2016 11:12:44AM

| Warrant Number | Vendor Number | Vendor Name | Amount |
|-------------------------------|---------------|--------------------------------|------------|
| 12515153 | 14 | ARAMARK UNIFORM SERVICES | \$88.19 |
| 12515154 | 20 | AT&T | \$67.44 |
| 12515155 | 855 | AMY BARLOW | \$26.97 |
| 12515156 | 946 | ENVISION CONSULTING GROUP INC. | \$1,000.00 |
| 12515157 | 1285 | ROBIN JONES | \$62.09 |
| 12515158 | 1046 | MULTI-TECH MOBILE SERVICE | \$1,538.27 |
| 12515159 | 246 | OFFICE DEPOT | \$340.38 |
| 12515160 | 285 | ROE OIL CO. | \$764.56 |
| 12515161 | 836 | SOUTHWEST SCHOOL & OFF. SUPPLY | \$5.03 |
| 12515162 | 1136 | US BANK | \$241.87 |
| Total Amount of All Warrants: | | | \$4,134.80 |

**Credit Card Register For
Payments Dated 03/29/2016**

3/30/2016 11:12:51AM

| Document Number | Vendor Number | Vendor Name | Amount |
|--------------------------------------------------|---------------|----------------------|-----------------|
| 14015137 | 972 | ACTION EQUIPMENT | \$114.55 |
| 14015138 | 1079 | GEIL ENTERPRISES INC | \$339.00 |
| 14015139 | 698 | SHERWIN WILLIAMS CO | \$75.20 |
| Total Amount of All Credit Card Payments: | | | \$528.75 |

Commercial Payment Register

For Payments Dated: 03/29/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY- GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|---------------------------|--------------|----------------------------------|---------------------------------------|-------------------------------------------|------------|
| 12515153 | 14 | ARAMARK UNIFORM SERVICE | PV - 150551 | 0100-0000-0-0000-8200-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$88.19 |
| | | | | | Total For Fund Number: 0100 | | \$88.19 |
| 12515154 | 20 | AT&T | PV - 150554 | 0100-0000-0-0000-8200-590010-000 | Unrestricted Resources | Communications - Telephone | \$88.19 |
| | | | | | Total Amount of Payment: | | \$67.44 |
| 12515155 | 855 | BARLOW, AMY | PV - 150559 | 0100-3010-0-1110-1000-430000-000 | IASA-Title I Basic Grants Low Income | Materials and Supplies | \$67.44 |
| | | | | | Total For Fund Number: 0100 | | \$26.97 |
| 12515156 | 946 | ENVISION CONSULTING GRC | PV - 150563 | 0100-0000-0-0000-7100-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$26.97 |
| | | | | | Total Amount of Payment: | | \$1,000.00 |
| 12515157 | 1285 | JONES, ROBIN | PV - 150560 | 0100-0000-0-0000-7100-430000-000 | Unrestricted Resources | Materials and Supplies | \$1,000.00 |
| | | | | | Total Amount of Payment: | | \$62.09 |
| 12515158 | 1046 | MULTI-TECH MOBILE SERVICE | PV - 150555 | 0100-0000-0-0000-3600-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$62.09 |
| | | | | | Total For Fund Number: 0100 | | \$1,278.27 |
| | | | | | Total Amount of Payment: | | \$130.00 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$130.00 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$130.00 |
| | | | | | Unrestricted Resources | Other Services and Operating Expenditures | \$130.00 |
| | | | | | Total For Fund Number: 0100 | | \$1,538.27 |
| | | | | | Total Amount of Payment: | | \$6.22 |
| 12515159 | 246 | OFFICE DEPOT | PV - 150561 | 0100-1100-0-1110-1000-430000-007 | State Lottery | Materials and Supplies | \$6.22 |
| | | | PO - 151714 | 0100-0001-0-1110-1000-430000-000 | Star Program | Materials and Supplies | \$35.27 |
| | | | PO - 151714 | 0100-0332-0-1133-1000-430000-000 | LCFF Supplemental/Concentration Grant | Materials and Supplies | \$298.89 |
| | | | | | Total For Fund Number: 0100 | | \$340.38 |
| | | | | | Total Amount of Payment: | | \$340.38 |
| 12515160 | 285 | ROE OIL CO. | PV - 150557 | 0100-0000-0-0000-3600-430010-000 | Unrestricted Resources | Mail & Suppl. - Gasoline/Diesel Fuel | \$612.07 |
| | | | PV - 150557 | 0100-0000-0-0000-8400-430010-000 | Unrestricted Resources | Mail & Suppl. - Gasoline/Diesel Fuel | \$152.49 |
| | | | | | Total For Fund Number: 0100 | | \$764.56 |
| | | | | | Total Amount of Payment: | | \$764.56 |
| 12515161 | 836 | SOUTHWEST SCHOOL & OFF | PV - 150556 | 0900-1100-0-1110-1000-430000-000 | State Lottery | Materials and Supplies | \$5.03 |

Commercial Payment Register

For Payments Dated: 03/29/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|----------------------|--------------|-----------------------------------|------------------------------|-----------------------------------|----------|
| | | | | | | Total For Fund Number: 0900 | \$5.03 |
| | | | | | | Total Amount of Payment: | \$5.03 |
| 12515162 | 1136 | US BANK | PV - 150562 | 0100-0000-0-0000-7300-5600005-000 | Unrestricted Resources | Maintenance Agreement-Copies | \$120.94 |
| | | | | | Total For Fund Number: 0100 | | \$120.94 |
| 12515162 | 1136 | US BANK | PV - 150562 | 0900-0000-0-1110-1000-5600005-000 | Unrestricted Resources | Maintenance Agreement-Copies | \$120.93 |
| | | | | | Total For Fund Number: 0900 | | \$120.93 |
| | | | | | Total Amount of Payment: | | \$241.87 |
| 14015137 | 972 | ACTION EQUIPMENT | PV - 150558 | 0100-8150-0-0000-8110-4300000-000 | Ongoing & Major Maint. Acct. | Materials and Supplies | \$114.55 |
| | | | | | Total For Fund Number: 0100 | | \$114.55 |
| | | | | | Total Amount of Payment: | | \$114.55 |
| 14015138 | 1079 | GEIL ENTERPRISES INC | PV - 150552 | 0100-0000-0-0000-2700-580016-000 | Unrestricted Resources | Prof. Serv. & Oper. Exp. - Alarms | \$210.00 |
| | | | PV - 150552 | 0100-0000-0-0000-2700-580016-000 | Unrestricted Resources | Prof. Serv. & Oper. Exp. - Alarms | \$129.00 |
| | | | | | Total For Fund Number: 0100 | | \$339.00 |
| | | | | | Total Amount of Payment: | | \$339.00 |
| 14015139 | 698 | SHERWIN WILLIAMS CO | PV - 150553 | 0100-8150-0-0000-8110-4300000-000 | Ongoing & Major Maint. Acct. | Materials and Supplies | \$75.20 |
| | | | | | Total For Fund Number: 0100 | | \$75.20 |
| | | | | | Total Amount of Payment: | | \$75.20 |

Commercial Payment Register **For Payments Dated: 03/29/2016**

Page 1 of 1
3/30/2016 11:12:27AM

District: 18 Kit Carson Union Elementary School District

Fund

0100

0900

Total

\$4,537.59

\$125.96

\$4,663.55

Total # of Payments: 13

Total # of Payments: 13

Grand Total:

\$ 4,663.55

Detail By Fund/Resource

3/30/2016 11:12:38AM Page 1 of 2

| District | Fund | Resource | Amount |
|------------------------------------------------|----------------------|--------------------------------------|-----------------------------------|
| 18 Kit Carson Union Elementary School District | | | |
| | 0100 | General Fund | |
| | | 0000 | Unrestricted Resources \$120.94 |
| | | 0000 | Unrestricted Resources \$88.19 |
| | | 0000 | Unrestricted Resources \$67.44 |
| | | 0000 | Unrestricted Resources \$62.09 |
| | | 0000 | Unrestricted Resources \$1,000.00 |
| | | 0000 | Unrestricted Resources \$1,278.27 |
| | | 0000 | Unrestricted Resources \$130.00 |
| | | 0000 | Unrestricted Resources \$130.00 |
| | | 0000 | Unrestricted Resources \$612.07 |
| | | 0000 | Unrestricted Resources \$152.49 |
| | | 0000 | Unrestricted Resources \$129.00 |
| | | 0000 | Unrestricted Resources \$210.00 |
| | | Total for Resource 0000 | \$3,980.49 |
| | | Star Program | \$35.27 |
| | | Total for Resource 0001 | \$35.27 |
| | 0332 | LCFF Supplemental/Concentration Gran | \$298.89 |
| | | Total for Resource 0332 | \$298.89 |
| | 1100 | State Lottery | \$6.22 |
| | | Total for Resource 1100 | \$6.22 |
| | 3010 | IASA-Title I Basic Grants Low Income | \$26.97 |
| | | Total for Resource 3010 | \$26.97 |
| | 8150 | Ongoing & Major Maint. Acct. | \$75.20 |
| | 8150 | Ongoing & Major Maint. Acct. | \$114.55 |
| | | Total for Resource 8150 | \$189.75 |
| | | Total for Fund 0100 | \$4,537.59 |
| 0900 | Charter Schools Fund | | |
| | 0000 | Unrestricted Resources | \$120.93 |

Detail By Fund/Resource

Page 2 of 2
3/30/2016 11:12:38AM

| District | Fund | Resource | Amount |
|------------------------------------------------|------|-------------------------|------------|
| 18 Kit Carson Union Elementary School District | 0900 | Charter Schools Fund | |
| | 1100 | State Lottery | \$120.93 |
| | | Total for Resource 0000 | \$5.03 |
| | | Total for Resource 1100 | \$5.03 |
| | | Total for Fund 0900 | \$125.96 |
| | | Total for District 18 | \$4,663.55 |

Detail By Fund/Resource

Page 1 of 1
3/30/2016 11:12:38AM

Amount

Resource

Fund

District

Grand Total \$4,663.55

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

| | | |
|---------------------------------|------------|-------------|
| Warrants | 22 | \$8,933.17 |
| Credit Card Payments | 3 | \$1,401.72 |
| Grand Total for Payments Dated: | 04/01/2016 | \$10,334.89 |

☒ Authorized Officer/Employee 

Or

☐ Board Members *

* If this option is chosen, must have a majority of board members authorization (EC 42632)

Date _____

| | |
|-------------------------------|------------|
| KCOE Examination and Approval | |
| By _____ | Date _____ |

This order must be returned to KCOE prior to distribution of payments.

**Warrant Register For Warrants
Dated 04/01/2016**

4/6/2016 11:25:10AM

| Warrant Number | Vendor Number | Vendor Name | Amount |
|--------------------------------------|---------------|--------------------------------|-------------------|
| 12515836 | 14 | ARAMARK UNIFORM SERVICES | \$88.19 |
| 12515837 | 344 | CALIFORNIA DEPARTMENT OF EDUCA | \$220.04 |
| 12515838 | 751 | GAYLEN CANTRELL | \$710.00 |
| 12515839 | 1287 | NATHAN DE GROOT | \$390.00 |
| 12515840 | 1238 | FRESNO STATE | \$123.00 |
| 12515841 | 1195 | HEDGES PEST CONTROL | \$65.00 |
| 12515842 | 900 | BECKY HOFER | \$51.06 |
| 12515843 | 164 | JOE ROBINSON CONCRETE | \$350.00 |
| 12515844 | 168 | SHERYL KANAGAWA | \$15.16 |
| 12515845 | 1280 | KINGS ART CENTER | \$64.00 |
| 12515846 | 1033 | Lawrence Tractor Inc | \$113.44 |
| 12515847 | 1149 | RAUL M. MARTINEZ | \$810.00 |
| 12515848 | 1151 | MEDALLION SUPPLY | \$160.37 |
| 12515849 | 604 | MORRIS LEVIN AND SON INC | \$1,349.69 |
| 12515850 | 246 | OFFICE DEPOT | \$42.44 |
| 12515851 | 1288 | OMEGA INDUSTRIAL SUPPLY INC | \$554.59 |
| 12515852 | 845 | STAN PLOOY | \$630.00 |
| 12515853 | 268 | PRODUCERS DAIRY FOODS INC | \$366.76 |
| 12515854 | 1271 | SPENCE FENCE COMPANY ENTERPRIS | \$995.00 |
| 12515855 | 206 | SYSCO FOOD SERVICES | \$877.41 |
| 12515856 | 1286 | THE CRITICAL THINKING CO. | \$230.64 |
| 12515857 | 1282 | US MARKERBOARD | \$726.38 |
| Total Amount of All Warrants: | | | \$8,933.17 |

**Credit Card Register For
Payments Dated 04/01/2016**

4/6/2016 11:25:16AM

| Document Number | Vendor Number | Vendor Name | Amount |
|--------------------------------------------------|---------------|--------------------------------|-------------------|
| 14015214 | 1093 | CALTRONICS BUSINESS SYSTEMS | \$527.86 |
| 14015215 | 1047 | MOBILE MODULAR MANAGEMENT CORP | \$844.00 |
| 14015216 | 698 | SHERWIN WILLIAMS CO | \$29.86 |
| Total Amount of All Credit Card Payments: | | | \$1,401.72 |

Commercial Payment Register

For Payments Dated: 04/01/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|--------------------------|--------------|----------------------------------|-------------------------------------------|-------------------------------------------|----------|
| 12515836 | 14 | ARAMARK UNIFORM SERVICE | PV - 150568 | 0100-0000-0-0000-8200-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$88.19 |
| | | | | | Total For Fund Number: 0100 | | \$88.19 |
| 12515837 | 344 | CALIFORNIA DEPARTMENT OF | PV - 150578 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs | Food | \$88.19 |
| | | | PV - 150579 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs | Food | \$200.20 |
| | | | | | Total For Fund Number: 1300 | | \$19.84 |
| 12515838 | 751 | CANTRELL, GAYLEN | PV - 150574 | 0100-9010-0-1135-4200-580000-000 | Other Local | Other Services and Operating Expenditures | \$220.04 |
| | | | PV - 150574 | 0100-9010-0-1135-4200-580000-000 | Other Local | Other Services and Operating Expenditures | \$220.04 |
| | | | | | Total For Fund Number: 0100 | | \$50.00 |
| 12515839 | 1287 | DE GROOT, NATHAN | PV - 150586 | 0100-9010-0-1135-4200-580000-000 | Other Local | Other Services and Operating Expenditures | \$660.00 |
| | | | | | Total For Fund Number: 0100 | | \$710.00 |
| 12515840 | 1238 | FRESNO STATE | PO - 151691 | 0100-0332-0-1110-1000-430000-000 | LCFF Supplemental/Concentration Grant | Materials and Supplies | \$710.00 |
| | | | | | Total For Fund Number: 0100 | | \$390.00 |
| 12515841 | 1195 | HEDGES PEST CONTROL | PV - 150572 | 0100-0000-0-0000-8200-550070-000 | Unrestricted Resources | Pest Control | \$390.00 |
| | | | | | Total For Fund Number: 0100 | | \$123.00 |
| 12515842 | 900 | HOFER, BECKY | PV - 150583 | 0900-1100-0-1110-1000-420000-000 | State Lottery | Books Other Than Textbooks | \$123.00 |
| | | | PV - 150583 | 0900-0000-0-1110-1000-430000-000 | Unrestricted Resources | Materials and Supplies | \$65.00 |
| | | | | | Total For Fund Number: 0900 | | \$65.00 |
| 12515843 | 164 | JOE ROBINSON CONCRETE | PV - 150585 | 0100-0000-0-0000-8200-580000-000 | Unrestricted Resources | Other Services and Operating Expenditures | \$8.65 |
| | | | | | Total For Fund Number: 0100 | | \$42.41 |
| 12515844 | 168 | KANAGAWA, SHERYL | PV - 150580 | 0100-1100-0-1110-1000-430000-005 | State Lottery | Materials and Supplies | \$51.06 |
| | | | | | Total For Fund Number: 0100 | | \$51.06 |
| 12515845 | 1280 | KINGS ART CENTER | PV - 150582 | 0100-0332-0-1110-1000-580000-000 | LCFF Supplemental/Concentration Grant | Other Services and Operating Expenditures | \$350.00 |
| | | | | | Total For Fund Number: 0100 | | \$350.00 |
| | | | | | Total For Fund Number: 0100 | | \$15.16 |
| | | | | | Total Amount of Payment: | | \$15.16 |
| | | | | | Other Services and Operating Expenditures | | \$64.00 |

Commercial Payment Register

For Payments Dated: 04/01/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY- GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|--------------------------|--------------|----------------------------------|-----------------------------------|-------------------------------------------|------------|
| | | | | | | Total For Fund Number: 0100 | \$64.00 |
| | | | | | | Total Amount of Payment: | \$64.00 |
| 12515846 | 1033 | Lawrence Tractor Inc | PV - 150577 | 0100-8150-0-0000-8110-430000-000 | Ongoing & Major Maint. Acct. | Materials and Supplies | \$30.29 |
| | | | PV - 150577 | 0100-8150-0-0000-8110-430000-000 | Ongoing & Major Maint. Acct. | Materials and Supplies | \$83.15 |
| | | | | | | Total For Fund Number: 0100 | \$113.44 |
| | | | | | | Total Amount of Payment: | \$113.44 |
| 12515847 | 1149 | MARTINEZ, RAUL M. | PV - 150573 | 0100-9010-0-1135-4200-580000-000 | Other Local | Other Services and Operating Expenditures | \$810.00 |
| | | | | | | Total For Fund Number: 0100 | \$810.00 |
| | | | | | | Total Amount of Payment: | \$810.00 |
| 12515848 | 1151 | MEDALLION SUPPLY | PV - 150584 | 0100-8150-0-0000-8110-430000-000 | Ongoing & Major Maint. Acct. | Materials and Supplies | \$160.37 |
| | | | | | | Total For Fund Number: 0100 | \$160.37 |
| | | | | | | Total Amount of Payment: | \$160.37 |
| 12515849 | 604 | MORRIS LEVIN AND SON INC | PV - 150587 | 0100-8150-0-0000-8110-560000-000 | Ongoing & Major Maint. Acct. | Rentals, Leases and Repairs | \$1,349.69 |
| | | | | | | Total For Fund Number: 0100 | \$1,349.69 |
| | | | | | | Total Amount of Payment: | \$1,349.69 |
| 12515850 | 246 | OFFICE DEPOT | PV - 150565 | 0100-0000-0-0000-2700-430000-000 | Unrestricted Resources | Materials and Supplies | \$11.46 |
| | | | PO - 151715 | 0100-0000-0-0000-2700-430000-000 | Unrestricted Resources | Materials and Supplies | \$14.65 |
| | | | | | | Total For Fund Number: 0100 | \$26.11 |
| 12515850 | 246 | OFFICE DEPOT | PV - 150565 | 1300-5310-0-0000-3700-430000-000 | Child Nutrition - School Programs | Materials and Supplies | \$16.33 |
| | | | | | | Total For Fund Number: 1300 | \$16.33 |
| | | | | | | Total Amount of Payment: | \$42.44 |
| 12515851 | 1288 | OMEGA INDUSTRIAL SUPPLY | PV - 150588 | 1400-0000-0-0000-8100-560000-000 | Unrestricted Resources | Rentals, Leases and Repairs | \$554.59 |
| | | | | | | Total For Fund Number: 1400 | \$554.59 |
| | | | | | | Total Amount of Payment: | \$554.59 |
| 12515852 | 845 | PLOOY, STAN | PV - 150575 | 0100-9010-0-1135-4200-580000-000 | Other Local | Other Services and Operating Expenditures | \$630.00 |
| | | | | | | Total For Fund Number: 0100 | \$630.00 |
| | | | | | | Total Amount of Payment: | \$630.00 |
| 12515853 | 268 | PRODUCERS DAIRY FOODS I | PV - 150566 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs | Food | \$366.76 |
| | | | | | | Total For Fund Number: 1300 | \$366.76 |
| | | | | | | Total Amount of Payment: | \$366.76 |
| 12515854 | 1271 | SPENCE FENCE COMPANY E | PV - 150567 | 0100-0000-0-1132-1000-440000-200 | Unrestricted Resources | Equipment-Non Depreciated | \$995.00 |
| | | | | | | Total For Fund Number: 0100 | \$995.00 |
| | | | | | | Total Amount of Payment: | \$995.00 |
| 12515855 | 206 | SYSCO FOOD SERVICES | PV - 150581 | 1300-5310-0-0000-3700-470000-000 | Child Nutrition - School Programs | Food | \$877.41 |

Commercial Payment Register

For Payments Dated: 04/01/2016

| Document No | Vendor No | Vendor Name | Reference No | FD - RE - PY - GO - FN - OB - SI | Resource | Object | Amount |
|-------------|-----------|--------------------------|--------------|-----------------------------------|------------------------------|------------------------------|----------|
| | | | | | | Total For Fund Number: 1300 | \$877.41 |
| 12515856 | 1286 | THE CRITICAL THINKING CO | PV - 150570 | 0900-1100-0-1110-1000-420000-000 | State Lottery | Total Amount of Payment: | \$877.41 |
| | | | | | | Books Other Than Textbooks | \$230.64 |
| | | | | | | Total For Fund Number: 0900 | \$230.64 |
| 12515857 | 1282 | US MARKERBOARD | PV - 150589 | 0100-1100-0-1110-1000-430000-000 | State Lottery | Total Amount of Payment: | \$230.64 |
| | | | | | | Materials and Supplies | \$726.38 |
| | | | | | | Total For Fund Number: 0100 | \$726.38 |
| 14015214 | 1093 | CALTRONICS BUSINESS SYS | PV - 150569 | 0100-1100-0-1110-1000-5600005-000 | State Lottery | Total Amount of Payment: | \$726.38 |
| | | | | | | Maintenance Agreement-Copies | \$152.96 |
| | | | | | | Maintenance Agreement-Copies | \$363.12 |
| | | | | | | Maintenance Agreement-Copies | \$11.78 |
| | | | | | | Total For Fund Number: 0100 | \$527.86 |
| 14015215 | 1047 | MOBILE MODULAR MANAGI | PV - 150571 | 2500-0000-0-0000-8700-560000-124 | Unrestricted Resources | Total Amount of Payment: | \$527.86 |
| | | | | | | Rentals, Leases and Repairs | \$844.00 |
| | | | | | | Total For Fund Number: 2500 | \$844.00 |
| 14015216 | 698 | SHERWIN WILLIAMS CO | PV - 150564 | 0100-8150-0-0000-8110-430000-000 | Ongoing & Major Maint. Acct. | Total Amount of Payment: | \$844.00 |
| | | | | | | Materials and Supplies | \$29.86 |
| | | | | | | Total For Fund Number: 0100 | \$29.86 |
| | | | | | | Total Amount of Payment: | \$29.86 |

Commercial Payment Register **For Payments Dated: 04/01/2016**

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4/6/2016 11:24:59AM

District: 18 Kit Carson Union Elementary School District

| Fund | Total |
|-------------|--------------------|
| 0100 | \$7,174.06 |
| 0900 | \$281.70 |
| 1300 | \$1,480.54 |
| 1400 | \$554.59 |
| 2500 | \$844.00 |
| | <u>\$10,334.89</u> |

Total # of Payments: 25

Grand Total: \$ 10,334.89

Total # of Payments: 25

Detail By Fund/Resource

Page 1 of 2
4/6/2016 11:25:05AM

Amount

Resource

Fund

District

18 Kit Carson Union Elementary School District

0100 General Fund

| | | |
|------|--------------------------------------|-------------------|
| 0000 | Unrestricted Resources | \$88.19 |
| 0000 | Unrestricted Resources | \$350.00 |
| 0000 | Unrestricted Resources | \$14.65 |
| 0000 | Unrestricted Resources | \$11.46 |
| 0000 | Unrestricted Resources | \$65.00 |
| 0000 | Unrestricted Resources | \$995.00 |
| 0000 | Unrestricted Resources | \$11.78 |
| | Total for Resource 0000 | \$1,536.08 |
| 0332 | LCFF Supplemental/Concentration Gran | \$123.00 |
| 0332 | LCFF Supplemental/Concentration Gran | \$64.00 |
| | Total for Resource 0332 | \$187.00 |
| 1100 | State Lottery | \$15.16 |
| 1100 | State Lottery | \$152.96 |
| 1100 | State Lottery | \$363.12 |
| 1100 | State Lottery | \$726.38 |
| | Total for Resource 1100 | \$1,257.62 |
| 8150 | Ongoing & Major Maint. Acct. | \$29.86 |
| 8150 | Ongoing & Major Maint. Acct. | \$30.29 |
| 8150 | Ongoing & Major Maint. Acct. | \$83.15 |
| 8150 | Ongoing & Major Maint. Acct. | \$160.37 |
| 8150 | Ongoing & Major Maint. Acct. | \$1,349.69 |
| | Total for Resource 8150 | \$1,653.36 |
| 9010 | Other Local | \$810.00 |
| 9010 | Other Local | \$630.00 |
| 9010 | Other Local | \$50.00 |
| 9010 | Other Local | \$660.00 |
| 9010 | Other Local | \$390.00 |

Detail By Fund/Resource

| District | Fund | Resource | Amount |
|------------------------------------------------|------|----------------------------------------|-------------|
| 18 Kit Carson Union Elementary School District | | | |
| | 0100 | General Fund | |
| | | Total for Resource 9010 | \$2,540.00 |
| | | Total for Fund 0100 | \$7,174.06 |
| | 0900 | Charter Schools Fund | |
| | | 0000 Unrestricted Resources | \$42.41 |
| | | Total for Resource 0000 | \$42.41 |
| | | 1100 State Lottery | \$8.65 |
| | | 1100 State Lottery | \$230.64 |
| | | Total for Resource 1100 | \$239.29 |
| | | Total for Fund 0900 | \$281.70 |
| | 1300 | Cafeteria Fund | |
| | | 5310 Child Nutrition - School Programs | \$366.76 |
| | | 5310 Child Nutrition - School Programs | \$877.41 |
| | | 5310 Child Nutrition - School Programs | \$200.20 |
| | | 5310 Child Nutrition - School Programs | \$19.84 |
| | | 5310 Child Nutrition - School Programs | \$16.33 |
| | | Total for Resource 5310 | \$1,480.54 |
| | | Total for Fund 1300 | \$1,480.54 |
| | 1400 | Deferred Maintenance Fund | |
| | | 0000 Unrestricted Resources | \$554.59 |
| | | Total for Resource 0000 | \$554.59 |
| | | Total for Fund 1400 | \$554.59 |
| | 2500 | CapitalFacilities Fund | |
| | | 0000 Unrestricted Resources | \$844.00 |
| | | Total for Resource 0000 | \$844.00 |
| | | Total for Fund 2500 | \$844.00 |
| | | Total for District 18 | \$10,334.89 |

Detail By Fund/Resource

Page 1 of 1
4/6/2016 11:25:05AM

Amount

Resource

Fund

District

Grand Total \$10,334.89

From: Todd Barlow

Purpose: Review and consider approval of the Inter-district request(s)

| Code | Last Name | First Name | Reason | Recommendation | Grade | Release Date | To School |
|------------|-----------|------------|-------------------------------|------------------------------|-------|-------------------------------|------------|
| 1617-8-005 | ***** | ***** | Employment in attendance area | Consideration for approval | 8 | 4/20/2016 Pending approval | Oak Valley |
| 1617-3-006 | ***** | ***** | Special Circumstance | Consideration for approval | 3 | 4/04/2016 Pending approval | HESD |
| 1617-5-007 | ***** | ***** | Employment | Consideration for approval | 5 | 4/20/2016 | Oak Valley |
| 1617-5-008 | ***** | ***** | Employment | Considerational for approval | 5 | 4/20/2016 | Oak Valley |
| | | | | | | | |

Agenda Item:

5d

Consider approving the Agreement between Tulare County Superintendent of Schools and Kit Carson Union Elementary School District for 2016-2017 Library Media Services

From: Todd Barlow

Purpose: To renew the on-going Agreement between Tulare County Superintendent of Schools and Kit Carson Union Elementary School District. Last year the cost was \$4,424; the fee was based on ADA of 395 x \$11.20. The cost this year is based on ADA of 345 x \$11.20 = \$3,864.

Superintendent's Recommendation: Approval

AGENCY AGREEMENT BETWEEN
TULARE COUNTY SUPERINTENDENT OF SCHOOLS
AND
KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT
FOR 2016-2017
LIBRARY MEDIA SERVICES

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

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

1. **TERM.** This agreement shall be effective **July 1, 2016 – June 30, 2017.**

- a. **FEE.** The fee shall be: **\$ 3,864.00**
- b. The fee is based on the Average Daily Attendance (ADA) **345** x \$11.20. The minimum agreement for a single school site with an ADA \leq 86 is \$963.
- c. The agreement fee is due upon receipt of invoice and no later than February 2017. Kings County public DISTRICTS/SCHOOLS authorize transfer to the Tulare County School Service Fund from DISTRICT/SCHOOL Instructional Funds. DISTRICT/SCHOOL will be contacted annually to renew access to services.
- d. The following sites are covered by this agreement: **Kit Carson School, Mid Valley Alternative Charter School.**

2. **SERVICES.**

a. SUPERINTENDENT agrees to:

1. Provide online access to the Educational Resource Services Multimedia Portal. Resources, with correlations to the Common Core State Standards, include licensed videostreaming, research and reference sources, eBooks (many with audio and/or visual enhancement), and curriculum builder, resource management, and differentiation tools. On-site portal resource and information literacy training is provided.
2. Provide technology consultation supporting DISTRICT/SCHOOL needs.
 - a. Technology support days may be used for consulting with DISTRICT/SCHOOL administration to assist with planning technology implementation, for training DISTRICT/SCHOOL technology personnel, and for providing technology-focused professional development on curriculum implementation.
 - b. Technology support days will be allocated as follows:
 - i. One (1) day per contracting school except for alternative education schools which shall be grouped together to receive one (1) day.
3. Provide circulating access to educational resource materials including print media, primary document reproductions, art prints, realia, and videos.
 - a. Print media includes core and extended literature in English and Spanish, fiction, informational text, Big Books, and professional development titles.
 - b. Small group and classroom book and multimedia kits are available, with the option of requesting a customized book/multimedia bundle.

4. SUPERINTENDENT staff will deliver and pick up circulating materials when materials have been reserved or a pickup has been requested.
 - a. DISTRICT/SCHOOL staff will reserve materials online, by phone, or in person prior to the scheduled delivery day.
 - b. DISTRICT/SCHOOL staff will renew their checkouts or return circulating items to a centralized location and submit a pickup request by the due date.
 5. Provide each teacher and administrator with a username and password to the ERS Portal for access to online subscription content and to reserve materials. Each school will be provided with a generic student login, allowing students access to resources at school and at home.
 6. Provide in-person access to media at the Library and Multimedia Center during standard operating hours and beyond the classroom day to accommodate teaching schedules.
 7. DISTRICT/SCHOOL will be invited to send library personnel from each contracting site to participate in the ERS Library & Multimedia Center's bi-monthly Library Multimedia Network meetings dedicated to school library development, exploring technology and discovering how to best use ERS Portal resources.
 8. Provide consultant services relative to the development of library programs, including library facility planning and training of library personnel in provision of library services. These include the use of digital resources, library management software training, and collection development.
 9. Provide the services of the ERS Library Media Supervisor, a certificated school librarian, as "Librarian of Record" for districts that do not employ a certificated librarian. (This fulfills the DISTRICT/SCHOOL's legal obligation under Education Code, sections 18100-18103, 18176, and various regulations of the State Board of Education that make it unlawful for a district that does not employ a certificated librarian to operate a school library program and requires that a school library program be provided for students and instructional staff for the duration of the school day. A district is in conformance with the law if it contracts for library services with another public agency for the services of a certificated librarian.)
 10. The Library and Multimedia Center's Teacher Resource Center (TRC) will be open for extended hours beyond the classroom day to accommodate teaching schedules. The TRC sells supplies to make classroom materials. Contracting DISTRICT/SCHOOL staff may also bring their own supplies and use TRC equipment. Equipment includes laminators, Ellison and AccuCut dies, a poster printer, color and B&W photocopies. There is a reduced fee for printing, copying, and laminating.
 - a. The TRC sells pre-designed posters and ready-to-go packs of classroom support materials.
 - b. The TRC can print posters designed by teachers or the TRC staff can design posters and other materials to teacher specifications (at an additional fee for SUPERINTENDENT staff time).
 - c. TRC-made materials including posters, ready-to-go packs, and other classroom support materials can be delivered after completion on the next scheduled delivery day or by mail (an additional shipping fee will apply).
- b. DISTRICT/SCHOOL agrees to:
1. Respond to SUPERINTENDENT'S email request to update the previous year's DISTRICT/SCHOOL staff list within a month of the start of the school year, for ERS Portal

username and password assignments. Initial email will be sent by Sara Torabi; return all changes and updates to her at sarat@ers.tcoe.org. If you have additional questions about submission or format, please call 559-651-3031.

2. Repay SUPERINTENDENT for the replacement value of any item lost, destroyed, or stolen; and pay for repair costs for items damaged while in its possession.
 3. Understand and acknowledge that copying of any materials owned or licensed by SUPERINTENDENT under this agreement is prohibited by Federal copyright laws. This includes, but is not limited to, videotaping, audio taping, and photocopying.
 4. Contact Debra Lockwood, Library Media Supervisor, if there are any questions or concerns about the terms of this agreement at 559-651-3042 or debral@ers.tcoe.org.
3. **INDEMNIFICATION.** SUPERINTENDENT and DISTRICT/SCHOOL shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT/SCHOOL or their agents, officers and employees under this agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this agreement as to any acts or omissions occurring under this agreement or any extension of this agreement.
4. **CANCELLATION OF AGREEMENT.** This agreement may be cancelled by SUPERINTENDENT and DISTRICT/SCHOOL if any of the conditions of this agreement are not completed.
5. **SPECIAL PROVISIONS.** SUPERINTENDENT shall comply with all laws, rules and regulations applicable to such work.
- a. SUPERINTENDENT acknowledges that the services provided by its employees may involve limited contact with students and, as such, each member of the team will have background checks pursuant to the Education Code.
 - b. The Agreement may be amended by the mutual written consent of the parties hereto.

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

DISTRICT/SCHOOL

Todd Barlow, Superintendent
Kit Carson Union Elementary School District
9895 Seventh Avenue
Hanford, CA 93230
tbarlow@kitcarsonschool.com

SUPERINTENDENT

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

By _____

By _____

Date _____

Date _____

If this agreement meets with your approval, please sign and return via a scanned, emailed copy to sarat@ers.tcoe.org. You may also return it via fax or postal mail. An invoice will follow, according to the

terms of the agreement. If you would like a countersigned copy of the agreement returned to you, please indicate this in your correspondence.

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

TCOE Contact: Debra Lockwood, 559-651-3042

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

FORM REVISED 3/2/16

Agenda Item:

5e

Consider approving the contract with Total Compensation System, Inc.

From: Shelley Leal

Purpose: To approve the contract with Total Compensation System, Inc.. This system has provided GASB 43/45 services for Kit Carson School in the past; the compensation valuation would include a ten year projection of cash outlay to pay for retiree health benefits; estimated actuarial accrued liability, and other services outlined in the agreement.

Superintendent's Recommendation: Approval

TCS Total Compensation Systems, Inc.

February 24, 2016

Shelly Leal
Chief Business Officer
Kit Carson Union School District
9895 7th Ave
Hanford, CA 93230-8802

Dear Ms. Leal,

Total Compensation Systems, Inc. (TCS) has provided GASB 43/45 actuarial services for Kit Carson Union School District in the past. We last performed a GASB 45 compliant valuation for Kit Carson Union School District as of April, 2013. As you know, under GASB 45, valuations are required every three years.

Because we have performed a valuation for Kit Carson Union School District in the past, we are able to offer a guaranteed fee for comprehensive services. Our fee would be \$3,000. This fee does not include any on-site meetings. Any required meetings would be billed at an additional fee of \$1,600 which includes all travel and meeting preparation expenses. Meetings are rarely needed to conduct the valuation, but some districts choose to have a meeting for a Board presentation or a presentation to employee groups.

As in the past, our comprehensive valuation would include the following items.

- ◁ A ten year projection of the cash outlay to pay for retiree health benefits.
- ◁ An estimate of the "normal cost" - i.e. the value of retiree health benefits earned by active employees in the current year.
- ◁ An estimate of the actuarial accrued liability (AAL) i.e. the cumulative value of earned benefits for both active employees and retirees.
- ◁ Payments that would be required to amortize the unfunded AAL.
- ◁ A discussion of actuarial methods and assumptions.
- ◁ Appendices to assist the employer in complying with applicable GASB accounting standards (i.e. GASB 43 and/or 45).
- ◁ Other information including a glossary, demographic summary, etc.
- ◁ Cost and liability estimates would be separated between active employees and current retirees where applicable.

◁ Cost and liability estimates would be separated between up to two employee classifications.

To begin a study, we would need several things. First, we would need a description of benefit eligibility which can be provided via relevant sections of bargaining agreements or Board policy. Second, we would need information about the cost of retiree benefits. We would also need the balance of any reserve funds held explicitly for retiree health benefits, along with the "as of" date for the balance.

As far as demographic information, attached are data elements that are typically required to complete a study. We prefer data on CD-ROM or E-mail.

Please let me know if you have any questions about the above or about retiree health benefits, in general.

Sincerely,

A handwritten signature in black ink, reading "Geoffrey Kischuk". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Geoffrey L. Kischuk, FSA, FCA, MAAA
Consultant
Total Compensation Systems, Inc.
5655 Lindero Canyon Road, #223
Westlake Village, CA 91362
(805)496-1700
gkischuk@totcomp.com

encl.

Valuation Data Checklist

The following data is needed to conduct the valuation of retiree health benefits.

General Information: We prefer to receive any documents in an electronic format, such as PDF's

- ☐ **Benefit Description, including retiree health eligibility rules, extent of employer contribution and duration of coverage (typically found in collective bargaining agreements, board policies, etc.)**
- ☐ **The balance and "as of" date for any funds held explicitly for retiree health benefits in an irrevocable trust**
- ☐ **OPEB Notes section from most recent available audit report**

Demographic Information: We prefer to receive data via email in a standard digital format (e.g., Excel, ASCII Text, DBF, Access, etc.) Our email address is gkischuk@totcomp.com. Please ensure that Active and Retiree data have the same "as of" date:

Active Employees:

- ☐ **SSN, ID # or other unique identifying information**
- ☐ **DOB – date of birth**
- ☐ **Sex**
- ☐ **DOH – date of hire**
- ☐ **% of FTE Indicator**
- ☐ **Employee classification/bargaining unit**
- ☐ **Current rate of regular pay used to generate pension credits**
- ☐ **Frequency of above pay rate: e.g., hourly, monthly, annual, etc.**

Retired Employees:

- ☐ **Include only record for retirees who receive medical/dental benefits indicating which benefit(s) each retiree has**
- ☐ **SSN, ID # or other unique identifying information**
- ☐ **DOB – date of birth**
- ☐ **Sex**
- ☐ **Retirement Date, if available**
- ☐ **Employee classification/bargaining unit**
- ☐ **District Contribution for retiree health benefits or enrollment plan, if available.**

TCS Actuarial Clients

Following is a list of California public employers for which we have performed retiree health valuation services.

| | |
|-----------------------------------------------------|-----------------------------------------------|
| ABC Unified School District | Bella Vista Elementary School District |
| Acalanes Union High School District | Belmont Redwood Shores School District |
| Adelanto Elementary School District | Berkeley Unified School District |
| Alameda County Office of Education | Big Bear City Airport |
| Alameda County Waste Management Authority | Big Bear City Community Services District |
| Albany Unified School District | Blue Lake Union School District |
| Alisal Union School District | Bonny Doon Union Elementary School District |
| Allan Hancock Joint Community College District | Brawley Elementary School District |
| Alpine County Office of Education | Burbank Unified School District |
| Alpine County Unified School District | Burnt Ranch Elementary School District |
| Alpine Springs County Water District | Butte Valley Unified School District |
| Alta Loma School District | Butte-Glenn Community College District |
| Alum Rock Union Elementary School District | Cabrillo College Foundation |
| Alvord Unified School District | Cabrillo Community College District |
| Amador County Office of Education | Cachuma Operations and Maintenance Board |
| Amador County Unified School District | Calexico Unified School District |
| Amador Water Agency | Calistoga Joint Unified School District |
| American River Flood Control District | Camarillo Health Care District |
| Anaheim Union High School District | Capistrano Unified School District |
| Anderson Union High School District | Carmichael Water District |
| Antelope Valley College | Carpinteria Sanitary District |
| Antelope Valley Mosquito & Vector Control District | Cascade Union Elementary School District |
| Antelope Valley-East Kern Water Agency | Casitas Municipal Water District |
| Apple Valley Unified School District | Castaic Lake Water Agency |
| Aptos - La Selva Fire Protection District | Castaic Union School District |
| Arcadia Unified School District | Castro Valley Sanitary District |
| Arcata Elementary School District | Castro Valley Unified School District |
| Arcohe Union Elementary School District | Castroville Community Services District |
| Armona Union Elementary School District | Central Elementary School District |
| Associated Students of San Jose State University | Central Union School District |
| Auburn Union Elementary School District | Ceres Unified School District |
| Azusa Unified School District | Cerritos Community College District |
| Baldy View Regional Occupation Program | Chabot-Las Positas Community College District |
| Banning Unified School District | Chaffey Community College District |
| Banta Elementary School District | Charter Oak Unified School District |
| Barstow Community College District | Chatom Union School District |
| Bassett Unified School District | Chino Valley Unified School District |
| Bay Area Rapid Transit | Chualar Union School District |
| Bay Area Rapid Transit District | Cinnabar Elementary School District |
| Beach Cities Health District | Citrus Community College District |
| Bear Valley Unified School District | City College of San Francisco Bookstore |
| Beaumont-Cherry Valley Recreation and Park District | City of Adelanto |

| | |
|------------------------------|---------------------------------------------------------------|
| City of Aliso Viejo | City of Rolling Hills |
| City of Arcadia | City of San Clemente |
| City of Arcata | City of San Pablo |
| City of Bell | City of Scotts Valley |
| City of Bellflower | City of Seal Beach |
| City of Buena Park | City of Signal Hill |
| City of Capitola | City of Simi Valley -- General Unit |
| City of Chino | City of Simi Valley -- Non-sworn Management |
| City of Chino Hills | City of Simi Valley -- Sworn |
| City of Colton | City of Simi Valley -- Sworn Management |
| City of Downey | City of Solvang |
| City of Elk Grove | City of Sparks |
| City of Elk Grove - HRA | City of Stanton |
| City of Emeryville | City of Tustin |
| City of Eureka | City of Villa Park |
| City of Folsom | Claremont Unified School District |
| City of Garden Grove | Cloverdale Unified School District |
| City of Glendora | Clovis Unified School District |
| City of Hawthorne | Coachella Valley Unified School District |
| City of Imperial Beach | Coalinga Huron Joint Unified School District |
| City of Industry | Coast Community College District |
| City of Ione | Coastline Regional Occupational Program |
| City of Irwindale | Coastside County Water District |
| City of La Cañada Flintridge | Coastside Fire Protection District |
| City of La Palma | Colfax Elementary School District |
| City of La Puente | College of Marin |
| City of Lafayette | College of the Desert |
| City of Laguna Woods | College of the Redwoods |
| City of Lake Forest | College of the Sequoias |
| City of Lakeport | College of the Siskiyous |
| City of Lawndale | Colton Joint Unified School District |
| City of Loma Linda | Columbia Elementary School District |
| City of Los Alamitos | Community Development Commission of The County of Los Angeles |
| City of Los Banos | Compton Community College District |
| City of Malibu | Compton Creek Mosquito Abatement District |
| City of Menifee | Conejo Valley Unified School District |
| City of Modesto | Conrad Hilton Foundation |
| City of Monrovia | Contra Costa Community College District |
| City of Morro Bay | Contra Costa Community College District |
| City of Norwalk | Contra Costa County Office of Education |
| City of Oakdale | Contra Costa SELPA |
| City of Palm Springs | Corcoran Joint Unified School District |
| City of Palos Verdes Estates | Corning Union Elementary School District |
| City of Porterville | Corona-Norco Unified School District |
| City of Rancho Mirage | Cottonwood Elementary School District |
| City of Red Bluff | Cottonwood Fire Protection District |
| City of Rialto | |

County of San Benito
 Cucamonga School District
 Cuesta College
 Culver City Unified School District
 Cupertino Union School District
 Cutten Elementary School District
 Cypress Charter High School
 Cypress School District
 Davis Joint Unified School District
 Del Norte County Office of Education
 Del Norte County Schools
 Del Paso Manor Water District
 Delano Union School District
 Denair Unified School District
 Desert Health Care District
 Desert Sands Unified School District
 Diocese of San Bernardino
 Dixon Unified School District
 Dos Palos Oro Loma Joint Unified School District
 Downey Unified School District
 Duarte Unified School District
 Ducor Union Elementary School District
 Durham Unified School District
 East Bay Dischargers Authority
 East Whittier City School District
 EastSide Union High School District
 Eastside Union School District
 Eden Area Regional Occupation Program
 El Camino Community College District
 El Dorado County Transportation Commission
 El Dorado Hills County Water District
 El Dorado Irrigation District
 El Dorado Union High School District
 El Rancho Unified School District
 El Segundo Unified School District
 Elk Grove Benefit Employee Retirement Trust
 Elk Grove Unified School District
 Emery Unified School District
 Enterprise Elementary School District
 Escalon Unified School District
 Etiwanda School District
 Eureka City Schools
 Evergreen School District
 Fairfax Elementary School District
 Fairfield-Suisun Sewer District
 Fall River Joint Unified School District
 Feather River Community College District

Feather River Community College District
 Ferndale Unified School District
 First 5 San Benito
 Folsom-Cordova Unified School District
 Fontana Unified School District
 Foothill-DeAnza Community College District
 Forest Hill Union School District
 Forestville Union School District
 Fortuna Union High School District
 Fountain Valley Elementary School District
 Fowler Unified School District
 Franklin Elementary School District
 Fremont Unified School District
 Fremont Union High School District
 Freshwater School District
 Fresno Unified School District
 Fullerton Joint Union High School District
 Galt Joint Union Elementary School District
 Garfield School District
 Garvey Elementary School District
 Gateway Unified School District
 Gavilan Community College District
 Glendale Community College District
 Glenn County Office of Education
 Gold Coast Transit
 Goleta Sanitary District
 Goleta Water District
 Goleta West Sanitary District
 Grant Joint Union High School District
 Grenada Elementary School District
 Grossmont-Cuyamaca Community College District
 Guerneville Elementary School District
 Hacienda La Puente Unified School District
 Hanford Joint Union High School District
 Happy Camp Union Elementary School District
 Happy Valley Union Elementary School District
 Hart Ransom Academic Charter School
 Hart Ransom Union Elementary School District
 Hartnell Community College District
 Hayward Unified School District
 Healdsburg Unified School District
 Hemet Unified School District
 Hillsborough City School District
 Hope Elementary School District
 Housing Authority City and County of Fresno
 Housing Authority of the City of Los Angeles
 Housing Authority of the City of San Buenaventura

| | |
|------------------------------------------------------------|------------------------------------------------------------------------|
| Housing Authority of the County of San Joaquin | Lassen Municipal Utility District |
| Hughson Unified School District | Laton Unified School District |
| Humboldt Bay Harbor Recreation and Conservation District | Le Grand Union Elementary School District |
| Humboldt County Office of Education | Le Grand Union High School District |
| Humboldt State University Center | Lemoore Union Elementary School District |
| Humboldt Transit Authority | Lemoore Union High School District |
| Idyllwild Fire Protection District | Lewiston Elementary School District |
| Igo-Ono-Platina Union School District | Liberty Union High School District |
| Imperial Valley College | Lincoln Unified School District |
| Indian Springs Elementary School District | Linden Unified School District |
| Indian Wells Valley Water District | Live Oak School District |
| Ironhouse Sanitary District | Live Oak Unified School District |
| Jacoby Creek Charter School | Livermore/Amador Valley Transit Authority |
| Jefferson Elementary School District | Long Beach City College |
| Jefferson School District | Loomis Union School District |
| Jefferson Union High School District | Los Alamitos Unified School District |
| Jesuit High School | Los Angeles County Law Library |
| Junction Elementary School District | Los Angeles County West Vector & Vector-Borne Disease Control District |
| Kelseyville Unified School District | Los Gatos Union School District |
| Kensington Police Protection & Community Services District | Los Gatos-Saratoga Joint Union High School District |
| Kerman Unified School District | Luther Burbank Elementary School District |
| Kern Community College District | Madera County Office of Education |
| Kern Council of Governments | Magnolia School District |
| Kern County Law Library | March Joint Powers Authority |
| Kernville Union School District | Marin County Office of Education |
| King City Union School District | Mark West Union School District |
| Kings County Office of Education | Martinez Unified School District |
| Kings River Union Elementary School District | Marysville Joint Unified School District |
| Kings River-Hardwick Union School District | McCabe Union Elementary School District |
| Kingsburg Elementary Charter School District | McKinleyville Community Services District |
| Kitt Carson Union School District | McKinleyville Union School District |
| Klamath-Trinity Joint Unified School District | McSwain School District |
| Knights Ferry Elementary School District | Meeks Bay Fire Protection District |
| Konocti Unified School District | Mendocino Unified School District |
| La Habra City School District | Mendocino-Lake Community College |
| Lafayette School District | Mendota Unified School District |
| Laguna Beach Unified School District | Menlo Park City School District |
| Lake Elsinore Unified School District | Merced City School District |
| Lake Tahoe Community College District | Merced Community College District |
| Lakeside Union School District | Merced County Office of Education |
| Lancaster School District | Merced Union High School District |
| Lancaster School District - MediGap Trust | Mid-Placer Public Schools Transportation Agency |
| Las Lomitas School District | Middletown Unified School District |
| Las Virgenes Municipal Water District | Midpeninsula Regional Open Space District |
| Las Virgenes Unified School District | Midway City Sanitary District |
| Lassen Community College District | Millbrae School District |
| Lassen County Office of Education | |

| | |
|---------------------------------------------------------------|-----------------------------------------------------|
| Milpitas Unified School District | Oakley Union Elementary School District |
| Mission Union School District | Ocean View School District |
| Mission Valley ROP | Oceanside Unified School District |
| Montecito Sanitary District | Ohlone Community College District |
| Montecito Water District | Ojai Valley Sanitary District |
| Monterey County Schools Insurance Group | Old Adobe Union School District |
| Monterey Peninsula Community College District | Ontario Montclair School District (Grantor Trust) |
| Monterey Peninsula Regional Park District | Ontario Montclair School District Board of Trustees |
| Monterey Peninsula Unified School District | Ontario-Montclair School District (General Trust) |
| Moorpark Unified School District | Orange Center School District |
| Moraga School District | Orange County Superintendent of Schools |
| Moreland School District | Orange Unified School District |
| Morongo Unified School District | Orcutt Academy Charter |
| Mosquito & Vector Management District of Santa Barbara County | Orcutt Union School District |
| Mount Pleasant Elementary School District | Oxnard School District |
| Mount San Antonio Community College District | Oxnard Union High School District |
| Mount San Antonio Community College District Auxiliary | Pacheco Union School District |
| Mount Shasta Union School District | Pacific Grove Unified School District |
| Mountain Valley Unified School District | Pacific Union School District |
| Mountain View Elementary School District | Pacifica School District |
| Mountain View Los Altos Union High School District | Pajaro Valley Public Cemetery District |
| Mt. Diablo Unified School District | Pajaro Valley Unified School District |
| Mt. San Jacinto Community College District | Palm Desert Charter Middle School |
| Muroc Joint Unified School District | Palm Springs Unified School District |
| Murrieta Valley Unified School District | Palmdale School District |
| Napa County Office of Education | Palo Alto Unified School District |
| Napa Sanitation District | Palo Verde Community College District |
| Natomas Unified School District | Palo Verde Unified School District |
| Nevada Joint Union High School District | Palomar Community College District |
| New Hope Elementary School District | Palos Verdes Peninsula Unified School District |
| New Jerusalem Elementary School District | Paradise Elementary School District |
| Newcastle Elementary School District | Pasadena Area Community College District |
| Newman Crows Landing Unified School District | Pasadena Area Community College District GASB 27 |
| North Cow Creek Elementary School District | Paso Robles Joint Unified School District |
| North Monterey County Unified School District | Patterson Joint Unified School District |
| North of the River Municipal Water District | Peralta Community College District |
| North Orange County Community College District | Perris Elementary School District |
| North Orange County Regional Occupational Program | Pico Water District |
| North Sacramento Elementary School District | Piedmont Unified School District |
| North Tahoe Fire Protection District | Pioneer Union School District |
| Northern Humboldt Union High School District | Pittsburg Unified School District |
| Northwest Mosquito and Vector Control District | Placer County Office of Education |
| Norwalk La Mirada Unified School District | Placer County Transportation Planning Agency |
| Novato Unified School District | Placer Hills Union School District |
| Oakdale Joint Unified School District | Planada Elementary School District |
| Oakland Unified School District | Pleasant Valley School District |
| | Plumas County Community Development Commission |

Plumas County Office of Education
 Plumas Unified School District
 Port of Hueneme - Oxnard Harbor District
 Portola Valley School District
 PSA2 Area Agency on Aging
 Public Employees Union, Local 1
 Rancho Santiago Community College District
 Ravenswood City Elementary School District
 Reclamation District No. 1000
 Reclamation District No. 900
 Redding Elementary School District
 Redlands Unified School District
 Reef-Sunset Unified School District
 Rescue Fire Protection District
 Rialto Unified School District
 Richfield Elementary School District
 Rim of the World Unified School District
 Rincon del Diablo Municipal Water District
 Rincon Valley Union School District
 Rio Dell Elementary School District
 Rio Hondo Community College District
 Rio School District
 Ripon Unified School District
 River Delta Unified School District
 Riverbank Unified School District
 Riverdale Joint Unified School District
 Riverside Community College District
 Riverside Transit Agency
 Roberts Ferry Elementary School District
 Robla School District
 Rocklin Unified School District
 Rohnerville School District
 Romoland School District
 Rosedale Union School District
 Roseland Elementary School District
 Roseville City School District
 Roseville Public Cemetery District
 Ross School District
 Rowland Unified School District
 Sacramento Area Council of Governments
 Sacramento City Unified School District
 Sacramento Suburban Water District
 Saddleback Valley Unified School District
 Salinas City Elementary School District
 Salinas Union High School District
 San Andreas Sanitary District
 San Benito County Office of Education

San Benito County Water District
 San Bernardino City Unified School District
 San Bernardino Community College District
 San Bernardino County Superintendent of Schools
 San Bruno Park School District
 San Carlos School District
 San Francisco Community College District
 San Francisco Unified School District
 San Gabriel Valley Mosquito & Vector Control District
 San Gabriel Valley Municipal Water District
 San Jacinto Unified School District
 San Joaquin County Office of Education
 San Joaquin Delta Community College District
 San Jose Evergreen Community College District
 San Juan Unified School District
 San Juan Water District
 San Lorenzo Unified School District
 San Lorenzo Valley Unified School District
 San Luis Coastal Unified School District
 San Luis Obispo County Superintendent
 San Mateo County Community College District
 San Mateo County Office of Education
 San Mateo Union High School District
 San Mateo-Foster City School District
 Santa Ana Unified School District
 Santa Barbara Community College District
 Santa Barbara County Association of Governments
 Santa Barbara Teachers Federal Credit Union
 Santa Clarita Community College District
 Santa Cruz City School District
 Santa Cruz County Office of Education
 Santa Cruz Metropolitan Transit District
 Santa Maria Public Airport District
 Santa Monica Community College District
 Santa Monica-Malibu Unified School
 Santa Rita Union School District
 Saugus Union Elementary School District
 Savanna Elementary School District
 Scotts Valley Unified School District
 Selma Kingsburg Fowler County Sanitation District
 Sequoia Union High School District
 Shasta County Office of Education
 Shasta Tehama Trinity Joint Community College District
 Shasta Union Elementary School District
 Shasta Union High School Charter School
 Shasta Union High School District
 Shasta-Trinity ROP JPA

Agenda Item:

6a

Consider approving the J-13 Form; Request for Allowance of Attendance

From: Shelley Leal

Purpose: To consider approving the J-13A Form; Request for Allowance of Attendance.

The district had a decrease in attendance due to weather conditions, therefore the school buses were cancelled due to fog.

Superintendent's Recommendation: Approval

**REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: **Kit Carson Union School District**

School District (or Charter School) Address: **9895 7th Ave. Hanford, Ca. 93230**

County-District Code: **16-63958**

County Name: **Kings**

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

SCHOOL CLOSURE

Nature of Emergency (describe):

Name of School(s):
(if request covers all schools, write "all schools")

School Code(s):

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

MATERIAL DECREASE

Nature of Emergency (describe): **Buses cancelled due to severe foggy conditions**

Name of School: **All Schools**
(if request covers all schools, write "all schools")

School Code(s): **6010482**

We request the substitution of estimated days of attendance for actual days of attendance in accordance with the provisions of Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of apportionments for the foregoing school(s) for (dates) **January 28, 2016,** during which school attendance was materially decreased because of the described emergency.

Estimated attendance for each day (October or May ADA): **358.53** students per day. Estimated daily attendance multiplied by number of days of material decrease, yields **358.53** days of attendance requested.

State method of determining estimated daily attendance (October or May ADA):

ADA for school month beginning on **October 5**, **2015** and ending on **October 30**, **2015**.

Actual apportionable attendance for days of material decrease:

| <u>Site</u> | <u>Date</u> | <u>Actual Attendance</u> |
|-------------------|-----------------|--------------------------|
| Kit Carson | 01/28/16 | 321 |

LOST OR DESTROYED ATTENDANCE RECORDS

We request the use of estimated attendance in lieu of attendance that cannot be verified because of the loss or destruction of attendance records. This request is made in accordance with Section 46391. The entire period covered by the lost or destroyed records commences with _____, 2____, up to and including, _____, 2____.

Describe circumstances and extent of records loss or destruction:

Describe how it is proposed to reconstruct attendance records or estimate attendance in the absence of records:

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the **Kit Carson Union** school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

Alejandro Acosta**Andy Atsma****Sheree Deniz****Joe Oliveira**

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this 20th day of April, 2016.

Signature, Title Superintendent/Principal

of Kings County, California

Contact/Individual responsible for preparing this form:

Name: **Shelley Leal** Title: **CBO**

Phone: **559-582-2843 #103** Fax : **559-582-7638**

E-mail: **sleal@kitcarsonschool.com**

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____

Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

AFFIDAVIT OF CHARTER SCHOOL GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the _____
_____ charter school, hereby swear (or affirm) that the foregoing
statements are true and are based on official district records.

| | |
|----------------------|-------------------|
| | |
| | |
| | |
| | |
| | |
| Printed Names | Signatures |

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____
Phone: _____ Fax : _____ E-mail: _____

Approval by Superintendent of Authorized Local Educational Agency (LEA)

Signature, Title _____
of _____ (LEA).

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____
Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____
Phone: _____ Fax : _____ E-mail: _____

Agenda Item:

6b Consider approving the purchase of a new Dell Server R330

From: Todd Barlow

Purpose: To consider approving the purchase of a new server.

Superintendent's Recommendation: Consideration for approval



Valley Network Solutions
 364 West Fallbrook Avenue
 Suite 101
 Fresno, California 93711-5858
 United States
<http://www.vns.net>
 (P) 559-650-2600
 (F) 559-650-2601

Quotation (Expired)

| | |
|------------------------------------------|--------------------------------------|
| Date Feb 15, 2016 11:26 AM PST | Expiration Date 2016-02-29 |
|------------------------------------------|--------------------------------------|

Doc #
43692 - rev 2 of 2

Description
New Dell Server R330

SalesRep
Pendergast, Pat
 (P) (559) 650-2600 ext. 307
 (F) (559) 650-2601

Customer Contact
 Unruh, Stacey
 (P) 559-309-6895
sunruh@kings.k12.ca.us

Customer

Kit Carson School
 District (KC1542)
 Unruh, Stacey
 9895 7th Avenue
 Hanford, CA 93230
 United States
 (P) (559) 582-2843

Bill To

Kit Carson School District
 Accounts, Payable
 9895 7th Avenue
 Hanford, CA 93230
 United States
 (P) (559) 582-2843
 (F) (559) 582-7565

Ship To

Kit Carson School District
 IT, Dept
 9895 7th Avenue
 Hanford, CA 93230
 United States
 (P) (559) 582-2843
 (F) (559) 582-7565

Customer PO:

Terms:
 Net 30 Days

Ship Via:
 FedEx Ground

Special Instructions:

Carrier Account #:

| # | Description | Part # | Tax | Qty | Unit Price |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|----------|-----|-----|---------------------|
| 1 | PowerEdge R330 Server | 210-AFEV | Yes | 1 | \$3,179.00 |
| Note: 329-BCSH 1 PowerEdge R330 Motherboard 805-9048 1 Dell Hardware Limited Warranty Plus On Site Service 805-9189 1 ProSupport: Next Business Day Onsite Service After Problem Diagnosis, 5 Year 805-9190 1 ProSupport: 7x24 HW / SW Tech Support and Assistance, 5 Year 989-3439 1 Thank you choosing Dell ProSupport. For tech support, visit http://www.dell.com/support or call 1-800- 945-3355 332-1286 1 US Order 900-9997 1 On-Site Installation Declined 340-AQHP 1 PowerEdge R330 Shipping 330-BBFN 1 PCIe Riser, 1x16 PCIe Gen3 FH slot (x8 PCIe lanes) & 1x16 PCIe Gen3 LP slot (x8 PCIe lanes), R330 370-ABXV 1 Cooling Fan 542-BBCQ 1 On-Board LOM 1GBE Dual Port (BCM5720 GbE LOM) 330-BBFM 1 iDRAC Port Card 385-BBIK 1 iDRAC8, Express 321-BBTR 1 Chassis with up to 8, 2.5" Hot Plug Hard Drives 325-BBII 1 Bezel up to 8 Drive Chassis 384-BBBL 1 Performance BIOS Settings 780-BBTK 1 RAID 1+RAID 5, H330/H730 for SAS/SATA 405-AADS 1 PERC H330 RAID Controller 374-BBKP 1 Intel Xeon E3-1220 v5 3.0GHz, 8M cache, 4C/4T, turbo (80W) 412-AAGT 1 Standard Heat Sink for PE R230/R330 370-ACFT 2 16GB UDIMM, 2133MT/s, ECC 370-ACIN 1 2133MT/s UDIMMs 370-AAIP 1 Performance Optimized 400-AJPK 6 300GB 10K RPM SAS 12Gbps 2.5in Hot-plug Hard Drive 631-AAK 1 No Systems Documentation, No OpenManage DVD Kit 429-AAQL 1 DVD+/-RW SATA Internal 770-BBBL 1 ReadyRails Sliding Rails With Cable Management Arm 450-AEUV 1 Dual Hot Plug Power Supplies 350W 450-AALV 2 NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America 619-ABVR 1 No Operating System 421-5736 1 No Media Required | | | | | |
| | | | | | Subtotal \$3,179.00 |
| 2 | Valley Network Solutions - (SE) Integration and Support Services - Block Time 10 Hours (SE) Project time | 9972625 | No | 1 | \$1,212.50 |

| # | Description | Part # | Tax | Qty | Unit Price |
|---|-------------|--------|-----|-----|------------|
|---|-------------|--------|-----|-----|------------|

Note: Project Name: Kit Carson School - Server Upgrade

Project Overview:
Install Physical Server
Server OS
Migrate Data

Customer Responsibilities:

- Supply all connections and cabling prior to install
- Provide access to old server and networking equipment
- Backup all servers and data prior to migration
- Client understands that specific vendor support may be required for installation of new hardware and that time spent with support is billable.

Acceptance Criteria:

- Install and New Dell Server
- Migrate applications and data to new server
- Schedule backups to External Drive

Phase I

- Install Physical Server
- Migrate data and applications
- Setup and Verify backups

Subtotal: \$4,391.50
Tax (7.500%): \$238.43
Shipping: \$0.00
Total: \$4,629.93

Questions or comments?

Call us at (559) 650-2600, Option 2 (Sales)
Email us at sales@vns.net
Or, visit us at: <http://www.vns.net>

These prices do NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or materials unless specifically listed above. Any professional services that may be required for installation or configuration not specifically listed above will be billed separately. NetCare customers will be billed at their contracted rate. All prices are subject to change without notice, and we will contact you prior to ordering if there is any increase.

Supply subject to availability.

Approval
=====

To accept this quote, please PRINT name, SIGN and DATE here.

By signing above, you agree that you understand, and agree to the Terms and Conditions below, and authorize Valley Network Solutions, Inc. to begin ordering (and configuration of all equipment necessary for installation if services are being approved). Customer agrees that specifications, pricing and conditions are satisfactory. By signing you are also stating that you are an authorized officer or purchaser for your company and will be responsible for full payment of this order. Valley Network Solutions, Inc. will retain ownership of all materials until full payment is made, and reserves the right to pick up these materials for non-payment within the agreed payment terms.

Terms and Conditions
=====

Third Party Products

Customer understands that VNS assumes no responsibility or liability for the functionality or quality of third-party products that customer has acquired from other vendors. Should customer-provided products be found to be faulty or defective, this may increase the amount of time required to perform services specified above.

Return of Goods

Credit will be allowed for goods returned with prior written approval from VNS. A minimum 15% restocking fee will be applied, unless the return was caused by an incorrect order placed by VNS or miss-configuration caused by VNS. Some items, such as opened software, or memory may not be returnable, so please be sure to request a return approval from us in writing. Verbal agreements for return approvals will not be honored by VNS. Customer will be responsible for all applicable shipping costs.

All product returns must be processed within 15 days from the date of the invoice. Returns are subject to the discretion of the vendor.

Payment & Pricing

Pricing is normally good for 15 days, however, on some highly volatile items such as memory, pricing can fluctuate by the hour. Pricing reflects best discounts available at time of quotation, and is based on entire order of this quote. Reductions in quantities may result in higher per-unit pricing, and accordingly, higher order volumes can result in much better pricing. Non Cash/Check/PO payments will incur a surcharge between 2.5% - 3.5% and not to exceed 4% (depending on card used).

Pricing presumes that client will pay their invoices within the agreed upon terms, specified in this proposal. Any client that does not pay within the agreed upon terms will be subject to late fees and interest of 1.5% per month on any balances not paid within the payment terms offered in this proposal.

Delay in Delivery

Seller is not to be accountable for delays in delivery occasioned by acts of God or other circumstances over which seller has no direct control. Factory shipment or delivery dates are the best estimates of our suppliers, and in no case shall seller be liable for any consequential or special damages arising from any delay in delivery.

Limitation of Liability

Buyer's remedies under this agreement are subject to any limitations contained in manufacturer's terms and conditions to seller. Furthermore, seller's liability shall be limited to either repair or replacement of the goods or refund of the purchase price, all at seller's option, and in no case shall seller be liable for incidental or consequential damage.

In the event of any controversy, claim, or dispute between the parties hereto, arising out of or relating to this Agreement or the breach thereof, the prevailing party shall be entitled to recover from the losing party reasonable expenses, attorney's fees and costs.

Free Shipping Policy

Free shipping, when available is applicable on items up to 150 pounds only.

Drop Ship Policy

Customer is responsible for verifying that product(s) is/are received in good condition.

Boxes and packages should not be opened. If opened, the product cannot be returned.

Customer is responsible for verifying that the correct product(s) has/have been received.

Customer agrees to pay for products as they are received, in the event that product delivery is staggered due to back-order situations.

Customer understands that VNS will invoice for products, as they are delivered to the location the customer has specified in this agreement, whether it's a customer office or VNS offices due to the need to pre-stage products, as per customer approval.

Taxes

Sales/use taxes now or hereafter imposed upon sales or shipments will be added to the purchase price. Buyer agrees to reimburse seller for any such tax or provide seller with acceptable tax exemption certificate. Sales/use taxes are a destination charge, based on the SHIP TO address of your order.

Services Provisions

=====

No Solicitation or Hiring

If any labor/services are being provided as part of this proposal, customer shall not solicit for employment any person employed by Valley Network Solutions, or its assignees, who has performed under this Agreement, for a period of one year after completion of this work. Should customer hire a VNS employee within one year of completion of this work, customer agrees to pay VNS an amount equal to three times the employees annualized salary.

Labor Estimates and Project Pricing

Customer is aware that project quotes, for projects with a defined Scope of Work, with specific deliverables where Flat Rate Labor quote is specified represents fixed pricing.

Any changes to the Scope of Work, additional out of scope services and rescheduling of dates/time experienced under this engagement shall be considered out of scope, and billed in addition to quote, subject to VNS' standard time and material rates.

Customer is aware that all labor quotes that are stated as Estimates, billable on an hourly basis, are estimates only, and client will be charged for actual time spent to provide the deliverables defined within the scope of the work stated, unless specified otherwise.

The actual amount invoiced for the scope of this proposal shall not exceed 10% of this estimate without the prior written approval of customer.

Assumptions

Pricing does not include any services, or products not detailed in this Scope of Work.

Any time or material needed to resolve problems with customer provided equipment would be billable on a time/materials basis.

Any additional labor required to complete project and interface with other vendors, i.e. manufacturer, electricians, construction, furniture, etc. in excess of the hours set forth in this Scope of Work, will be billable on a time/materials basis.

Return trips and additional labor for out-of-box failures (DOA Equipment) will be billable on a time/materials basis.

Any statement of work above contains a complete description of the services to be performed by Valley Network Solutions (or its subcontractors). No oral statements by Valley Network Solutions, or other party shall constitute a modification of such statement of work or representation that additional or different services will be performed. All changes should be requested in writing and accepted or rejected by Valley Network Solutions and Customer in writing.

VNS provides products to customers for projects at minimal margins to provide customers a one-stop solution. This necessitates that we be paid immediately upon physical delivery of products to a customer at the shipping location specified in this agreement, so that we can pay our suppliers. In no case shall VNS be expected to wait for payment on products for a project that may require integration of products and VNS labor services until a project is completed. Customer does however have the right to retain partial payment for VNS services until project is completed, but understands that they may be invoiced for progress payments for work completed on protracted projects, based on an amount commensurate with the percentage of work completed. Products however must be paid for upon delivery.

In-Shop Services

Any items brought in for service that are not picked up for more than 30 days after invoice/service completion will be considered abandoned and become the property of VNS.

Warranty

We offer a 30-day parts and labor warranty against manufacturer defects on new parts we sell and install. This warranty is limited to replacement of these parts only. System configuration, applications, data and/or other equipment or components are not included.

Due to the complexities and sensitive nature of computer systems, peripherals and components, we cannot assume liability for your equipment, configuration, software and/or data. You agree that you have backups, have requested our services and that you accept any risks involved.

Infrastructure Exclusion

This proposal assumes that minimal (CAT5 or better) cabling and patch panel(s) is in place (or will be in place before project commences) and functioning properly. VNS assumes no responsibility or liability for that infrastructure.

ISP Exclusion

This proposal assumes that ISP/LEC will provide timely and accurate information to VNS personnel, and that client will be able to provide VNS personnel with appropriate contact information for ISP/LEC. VNS cannot and does not assume responsibility for errors or delays on the part of the ISP/LEC, or incorrect or incomplete information provided to them by ISP/LEC. Any additional labor charges incurred as a result of ISP/LEC errors, delays or inaccuracies will be the responsibility of the client.

Backups and Anti-Virus Exclusion

Customer is responsible for providing a backup server and anti-virus software, and implementing a consistent backup plan, or requesting that VNS provide these in order to protect customer data. VNS assumes no responsibility for lost or corrupted customer data due to failed or missed backups, or the absence of fully functional anti-virus systems.

Internet Access Exclusion

This proposal assumes that client has an Internet connection available at their location. Should client not have an Internet connection, or should client have a low-speed Internet connection, it is understood that this can increase the amount of time a project may take and may limit the functionality of some applications that require Internet connectivity.

Work Performed Outside of Normal Business Hours

Unless stated otherwise within the Scope of Work on this proposal, all work shall be performed during normal business hours (8-5, M-F) at the VNS published labor rates quoted above.

All work to be performed during normal business hours (8-5, M-F) at the standard rates as listed in our proposal. Unless stated otherwise within the Scope of Work on this proposal, client agrees that any work that the client requests to have done during non-business hours will be charged will be charged at twice the applicable hourly service rate.

End User Responsibilities

Upon acceptance of this proposal, customer agrees to provide VNS full access to all areas requiring service(s), during the agreed upon project hours (normally 8-5, M-F unless stated otherwise in Scope of Work). Any additional labor incurred as a result of delays due to lack of access to facilities during the agreed upon project hours will be billed to the client at the contracted labor rate.

Customer agrees to provide notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.

Provide clear and accessible working space for installation of all equipment, with sufficient power and cooling.

Customer is responsible for all replacements needed for product failures. VNS can assist in this process, but customer understands that VNS does not manufacture the products that we integrate, and that any labor that we expend to integrate a solution is billable to the customer, and that product DOA issues are between the customer and the manufacturer. Customer understands that VNS does not provide any hardware or software warranties directly, only a warranty on our professional services.

Limitation of Liability

In the event of any controversy, claim, or dispute between the parties hereto, arising out of or relating to this Agreement or the breach thereof, the parties to this agreement agree that any and all disputes between the parties shall be settled by binding arbitration.

Agenda Item:

6c

Consider approving the replacement Casio Projectors

From: Todd Barlow

Purpose: To approve the purchase of Casio Projectors in order to replace the current projectors which are 5 years old. The current projectors are also difficult to view.

Superintendent's Recommendation: Consideration for approval of quote GXTP300



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

| QUOTE NO. | ACCOUNT NO. | DATE |
|-----------|-------------|----------|
| GXTP300 | 5996726 | 4/5/2016 |

BILL TO:
KIT CARSON UNION SCHOOL
DISTRICT
9895 7TH AVE

SHIP TO:
KIT CARSON UNION SCHOOL DISTRICT
Attention To: STACEY UNRUH
9895 7TH AVE

Accounts Payable
HANFORD , CA 93230-8802

HANFORD , CA 93230-8802
Contact: STACEY
UNRUH 559.289.9919

Customer Phone #559.582.2843

Customer P.O. # GXSP810 QUOTE

| ACCOUNT MANAGER | | SHIPPING METHOD | TERMS | EXEMPTION CERTIFICATE |
|--------------------------------|----------|---------------------------------------------------------------------|---------------------|-----------------------|
| JENNIFER PROKUSKI 877.708.7996 | | UPS Ground (2-3 days) | NET 30 Days-Govt/Ed | |
| QTY | ITEM NO. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
| 11 | 3935989 | CASIO XJ-V2 LED XGA 3000 LUM ECO Mfg#: XJ-V2 Contract: MARKET | 679.00 | 7,469.00 |
| SUBTOTAL | | | | 7,469.00 |
| FREIGHT | | | | 159.81 |
| TAX | | | | 560.18 |
| | | | | US Currency |
| TOTAL | | | | 8,188.99 |

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 312.752.4274

Please remit payment to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

| QUOTE NO. | ACCOUNT NO. | DATE |
|-----------|-------------|----------|
| GXSP810 | 5996726 | 4/4/2016 |

BILL TO:
KIT CARSON UNION SCHOOL
DISTRICT
9895 7TH AVE

SHIP TO:
KIT CARSON UNION SCHOOL DISTRICT
Attention To: ACCTS PAYABLE
9895 7TH AVE

Accounts Payable
HANFORD , CA 93230-8802

HANFORD , CA 93230-8802
Contact: STACEY
UNRUH 559.289.9919

Customer Phone #559.582.2843

Customer P.O. # GXSP810 QUOTE

| ACCOUNT MANAGER | | SHIPPING METHOD | TERMS | EXEMPTION CERTIFICATE |
|--------------------------------|----------|---------------------------------------------------------------------|---------------------|-----------------------|
| JENNIFER PROKUSKI 877.708.7996 | | UPS Ground (2-3 days) | NET 30 Days-Govt/Ed | |
| QTY | ITEM NO. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
| 7 | 3935989 | CASIO XJ-V2 LED XGA 3000 LUM ECO Mfg#: XJ-V2 Contract: MARKET | 679.00 | 4,753.00 |
| | | SUBTOTAL | | 4,753.00 |
| | | FREIGHT | | 101.70 |
| | | TAX | | 356.48 |
| | | | | US Currency |
| TOTAL | | | | 5,211.18 |

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 312.752.4274

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.

Agenda Item:

6d Consider approving the purchase of Chromebooks, Chromebooks Storage and Charging Cart

From: Todd Barlow

Purpose: To purchase 32 additional Chromebooks use by students, with a Chromebook Storage and Charging Cart.

Superintendent's Recommendation: Consideration for approval



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

| QUOTE NO. | ACCOUNT NO. | DATE |
|-----------|-------------|----------|
| GXSP926 | 5996726 | 4/4/2016 |

BILL TO:
KIT CARSON UNION SCHOOL
DISTRICT
9895 7TH AVE

SHIP TO:
KIT CARSON UNION SCHOOL DISTRICT
9895 7TH AVE

Accounts Payable
HANFORD , CA 93230-8802

HANFORD , CA 93230-8802
Contact: STACEY
UNRUH 559.289.9919

Customer Phone #559.582.2843

Customer P.O. # GXSP926 QUOTE

| ACCOUNT MANAGER | | SHIPPING METHOD | TERMS | EXEMPTION CERTIFICATE | |
|--------------------------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------|--|
| JENNIFER PROKUSKI 877.708.7996 | | FEDEX Ground | NET 30 Days-Govt/Ed | | |
| QTY | ITEM NO. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE | |
| 32 | 4036572 | ACER C740 3205U 4GB 16GB CHROME Mfg#: NX.EF2AA.002-- Contract: MARKET | 189.00 | 6,048.00 | |
| 32 | 3577022 | ACAD GOOGLE CHROME OS MGT LIC Mfg#: CROSSWDISEDU Contract: MARKET | 30.00 | 960.00 | |
| 32 | 654809 | Electronic distribution - NO MEDIA RECYCLING FEE 4" TO LESS THAN 15" Contract: Standard Pricing Fee Applied to Item: 4036572 | 3.00 | 96.00 | |
| | | SUBTOTAL | | 7,104.00 | |
| | | FREIGHT | | 97.32 | |
| | | TAX | | 453.60 | |
| | | | | US Currency | |
| | | | | TOTAL | |
| | | | | 7,654.92 | |

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 312.752.4274

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.

Quote



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MARKHAM, ONTARIO L6G 1B8

CARLOS ROBERTS
croberts@cdicomputers.com
1-888-226-5727 x3344
1-800-449-5920

Customer: KIT CARSON UNION SCH DISTRICT
Contact: Stacey Unruh
Quote: 737425
Date: 05-Apr-2016
Expiry Date: 06-May-2016

Invoice To:

KIT CARSON UNION SCH DISTRICT

Stacey Unruh
9895 7TH AVE

HANFORD
CA, USA 93230
Phone: 5595822843

Ship To:

KIT CARSON UNION SCH DISTRICT

Stacey Unruh
9895 7TH AVE

HANFORD
CA, USA 93230
Phone: 5595822843

| No | SKU# | Item Description | Notes | Unit Price | Qty | Ext Price |
|----|--------|--------------------------------------------------------------------------------|-------|------------|-----|------------|
| 1 | 176983 | eduGear-Mobilab 32 LAPTOP CHARGING AND STORAGE UL/CSA approved CART MOB-PC32UL | | \$1,599.00 | 1 | \$1,599.00 |
| 2 | | eduGear-Mobilab ADDITIONAL HANDLE AND CORD WRAP MOB-H | | \$50.79 | 1 | \$50.79 |

Terms: Notes:

NET 30 DAYS

Shipping Method: CDI SELECTS CARRIER:

Currency: US

| | |
|------------------|------------|
| Subtotal: | \$1,649.79 |
| Shipping: | \$286.00 |
| Tax: | \$0.00 |
| Total: | \$1,935.79 |

All equipment advertised and sold by CDI is either CDI Recertified or Manufacturer Refurbished items unless otherwise specifically noted.
Quantities may be limited, product might not exactly as shown. Errors and omissions excepted.
If the product listed on this quote is NOT CDI recertified products, all quotes are subject to change without notice.

Agenda Item:

6c

Consider approving the 2016-2017 Kit Carson Educators' Association Agreement

From: Todd Barlow

Purpose: To consider approving the agreement with the Kit Carson Educators' Association as presented.

Superintendent's Recommendation: Consideration for approval

March 29, 2016

To: Kit Carson Board of Trustees

From: Kit Carson Educators Association

Subject: 2016 - 2017 Contract changes

At a meeting held on March 29, 2016 the members of the Kit Carson Educators Association voted to accept your proposal dated March 17, 2016 which included an increase of 5% on the salary schedule on the 2015-2018 contract. This increase is for the 2016-2017 and 2017-2018 school years, with the stipulation that salary negotiations for 2017-2018 can be reopened with a 15% increase in enrollment over the October 2015 CBEDS count of 370.

Respectfully,



Richard McClelland
President



Lori Brenner
Bargaining Chairman