

KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT
BOARD MEETING & LOCAL CONTROL ACCOUNTABILITY PLAN MEETING AGENDA

June 24, 2015; 9:00 am

Kit Carson District Office, 9895 Seventh Avenue, Hanford, California

1. Open session

- a. Call to order
- b. Members present
- c. Pledge to the flag

2. Public comments & public hearings

- a. *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 per person, per topic.*

3. Presentations, reports and communications

- a. Staff reports
- b. Board member reports
- c. Superintendent report

4. Information items

- a. Review end-of-year Mid Valley Charter Home School Report

5. Consent items

- a. Consider approving the Regular Board minutes of June 17, 2015
- b. Review and approve the Bills and Warrants

6. Action items

- a. Consider approving the Inter-District Request for the 2015-2016 school year
- b. Consider approving the District LCAP as presented at the June 17, 2015 Regular Board Meeting
- c. Consider approving the Mid Valley LCAP as presented at the June 17, 2015 Regular Board Meeting
- d. Consider approving Resolution 1415-07; adoption of the 2015-2016 Budget
- e. Consider approving the Declaration of Need For Fully Qualified Educators
- f. Consider ratifying the action by the Superintendent in hiring of new certificated staff members
- g. Consider approval of Resolution 1415-08; Delegation of Powers/Duties of Governing Board to Todd Barlow and Shelley Leal
- h. Consider committing general fund money to Fund 1400 for deferred maintenance
- i. Review letters of interest from potential Board member appointees and consider approving the appointment of one candidate to fill Area 5 vacancy

7. Future Planning and Adjournment

- a. Next Regular Board Meeting:
- b. Future board agenda items:
- c. Adjourn meeting

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.

AGENDA REQUEST FORM

TO: Todd Barlow, Superintendent/Principal

FROM: Margaret DeSantos, Administrative Secretary

DATE: June 17, 2015

For: (X) School Board
() Superintendent's Cabinet

For: (X) Information
() Action

Date you wish to have your item considered:

June 24, 2015

Item:

Review end-of-year Mid Valley Charter Home School Report

Purpose:

To report on the end-of-year operations of the Mid Valley Charter Home School

Fiscal Impact:

None

Recommendation:

Approval



Kit Carson Union School District

Mid Valley Charter Home School

9895 7th Avenue

June 5, 2015

Annual Board Report: School Year 2014-15

Attendance 2014-15

Summary of Attendance

Mid Valley's attendance numbers, year by year, is below.

School Year	P2 ADA
07-08	23.97
08-09	18.71
09-10	20.80
10-11	20.58
11-12	17.17
12-13	18.98
13-14	19.19
14-15	18.42



Student Enrollment by Grade Level

Grade Level	K	1	2	3	4	5	6	7	8
May 08-09 #Students	3	4	0	2	1	2	3	5	6
May 09-10 #Students	0	4	4	0	2	1	2	4	6
May 10-11 #Students	4	0	6	4	2	0	2	6	4
May 11-12 #Students	2	0	1	5	3	0	0	6	6
May 12-13 #Students	2	3	4	1	3	3	1	1	3
May 13-14 #Students	1	3	1	4	2	4	2	2	3
May 14-15 #Students	2	0	4	2	2	3	3	4	1

Enrollment is currently approximately 50% grades K-4, and 50% grades 5-8.

Curriculum & Materials

Mid Valley is Common Core-focused! Last Spring and throughout the year we have purchased award-winning literature, using the K-8 Exemplar texts from Common Core add to our selection of titles to meet the demands of the Common Core Standards. We pair the fiction titles with non-fiction and also add non-fiction titles to dovetail the students' focus area of science or social studies.

Mid Valley students write DAILY. Each essay/narrative/research report is aligned to Common Core, and we have seen a huge gain in the quality of our students' writing, especially in the area of research reports. Our students use gmail accounts and Google Docs to share their daily writing with Master Teachers for constant editing and feedback.

Additionally, looking to Common Core standards, we are beginning to increasingly use GoMath for grades K-5 and augment the upper grade students' math with common core 'Math Journals.'

Evaluations

Mid Valley families completed surveys, as they do yearly, about the quality of education and service at our Charter School.

Parents reported feeling welcomed at Mid Valley, enjoyed a positive relationship between parent/student/Master Teacher, and felt the program was well-organized and clearly presented. They are extremely pleased with the individualized nature of our program and felt their children made good progress during the year. On the other hand, parents have verbally complained about: disappointment with our facility (crowded, outdated, leaking roof, lack of bathrooms, privacy.) Overwhelmingly, parents praised our teaching staff and gave suggestions. One parent stated, "Our experience at Mid Valley has been GREAT. I could not imagine homeschooling any other way. That being said, I would like to see more organized sports available. Also, maybe a foreign language curriculum added. "

Classes

Focusing on Common Core and 'Hands-on' math and science, Mid Valley students participated in classes approximately one day per week here at our classroom during our 'Student Engagement Days'. From reading to art, math, science, performing arts, and PE activities, the student body learned and created strong social bonds. Students that attended these 'Engagement Days' were much more likely to show large amounts of growth academically and socially, as compared to those that attended rarely.

For the first time, Mid Valley students participated in the Fresno State Peach Blossom competition by performing "Casey at the Bat" and earning Superior ratings all-around! Learning to read with expression, memorization, voice projection, use of facial expression, body language, and audience awareness, increases students' fluency and confidence in oral language and performing arts. As always, students gave oral presentations of Heritage Research Reports to the MV Student Body in May.



Field Trips & Activities

Creating a Culture of Home Schooling Families

MV offered at least one (if not more) activities/classes/ field trips per week:

- Canoe Trip San Joaquin River
- San Simeon: Lighthouse Tour, tide pools
- Burris Park: Outdoor Education
- Amtrak Trip: Fresno City Hall, Museum of Valor
- Day with A Rocket Scientist/Balloon Rockets
- S.T.E.M. Challenges
- Video Conference w/ Hailey: Dairy
- Video Conference: Jim Dine Art
- Music Composition Workshop
- Hanford National Weather Station
- FSU: Peach Blossom Performance and Campus Tour
- Visits/Performances: The Remington in Hanford
- Chaffee Zoo Field Trip
- Art Media: watercolor, pencil, clay
- FSU Physics Outreach
- Mid Valley's Open House: Student Oral Presentations



MV students explore tide pools at San Simeon



FSU: Peach Blossom Festival

FSU Physics Outreach



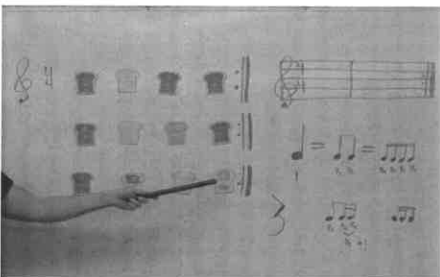
Technology

Assessment Online: Future

Along with Kit Carson School, Mid Valley participated in the CAASPP Common Core testing online. Students had prepared during the year by focusing on higher level thinking responses, practice with supporting claims with textual evidence along with keyboarding and other skills. Mid Valley, along with Kit Carson staff, under the direction of Robin Jones, created and utilized online Common Core type benchmarks made with Google Classroom. This individual feedback to both students and parents was helpful in strengthening skills and becoming familiar with testing format.

Future of Mid Valley: Conclusion

2014-15 was a year of growth, adaptation, and increasingly committed homeschooling families. Common Core challenges are being met, and the first set of online state testing was successful. Our students were involved in new field trip adventures that had never before been experienced at Mid Valley, such as a coastal trip and Peach Blossom Festival participation. Our charter was renewed for the next 5 years and we are thrilled with the future of continuing Mid Valley's fine tradition of excellence. Parents find that the academic support they receive, along with the advantage of getting out and experiencing the world, as a group, adds greatly to their child's education. We are looking to begin the 2015-16 school year with a larger number of continuing and new students than anytime in the last 8 years and we are thankful for a supportive administration, board, and district in which to thrive.



KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Shelley Leal, Chief Business Officer

DATE: June 18, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Bills and Warrants

Purpose:
Review and accept Bills and Warrants dated:
June 12, 2015

Fiscal Impact:
None

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	19	\$22,838.18
Credit Card Payments	5	\$307.09

Grand Total for Payments Dated: 06/12/2015 \$23,145.27

☒ 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 06/12/2015**

Warrant Number	Vendor Number	Vendor Name	Amount
12493173	1254	CPM EDUCATIONAL PROGRAM	\$15,997.37
12493174	1097	DE LAGE LANDEN	\$998.30
12493175	518	ALZIRA GARCIA	\$63.65
12493176	1190	ANDY GARCIA	\$90.05
12493177	331	THE GAS COMPANY	\$219.75
12493178	900	BECKY HOFER	\$92.22
12493179	500	INDEPENDENT SALES	\$49.51
12493180	183	KIT CARSON REVOLVING	\$105.00
12493181	1033	Lawrence Tractor Inc	\$75.83
12493182	1255	MANUEL GARCIA CARTS	\$974.35
12493183	222	MICHAEL'S PLUMBING SUPPLIES	\$14.07
12493184	1046	MULTI-TECH MOBILE SERVICE	\$3,196.29
12493185	243	NOGA'S AIR CONDITIONING INC	\$167.25
12493186	268	PRODUCERS DAIRY FOODS INC	\$165.46
12493187	1125	SASSER SPECIALTIES	\$37.63
12493188	897	SCHOOL PATHWAYS LLC	\$150.00
12493189	650	MARI SHACKELFORD	\$136.45
12493190	975	SSDA	\$245.00
12493191	1013	MEGAN VICKERS	\$60.00

Total Amount of All Warrants:**\$22,838.18**

**Credit Card Register For
Payments Dated 06/12/2015**

6/18/2015 8:17:30AM

Document Number	Vendor Number	Vendor Name	Amount
14011760	146	HOLT LUMBER	\$49.55
14011761	136	LEE CENTRAL CALIF. NEWSPAPERS	\$107.45
14011762	246	OFFICE DEPOT	\$41.96
14011763	698	SHERWIN WILLIAMS CO	\$30.01
14011764	524	SUPPLYWORKS INC	\$78.12
Total Amount of All Credit Card Payments:			\$307.09

Commercial Payment Register For Payments Dated: 06/12/2015

Document No	Vendor No	Vendor Name	Reference No	FD - RE - PY- GO - FN - OB - SI	Resource	Object	Amount
12493173	1254	CPM EDUCATIONAL PROGR	PO - 150103	0100-7405-0-1110-1000-410000-000	Common Core Standards Implementation	Textbooks	\$1,379.17
			PO - 150103	0100-7405-0-1110-1000-410000-000	Common Core Standards Implementation	Textbooks	\$14,618.20
					Total For Fund Number: 0100		\$15,997.37
					Total Amount of Payment:		\$15,997.37
12493174	1097	DE LAGE LANDEN	PV - 142314	0100-1100-0-1110-1000-560005-000	State Lottery	Maintenance Agreement-Copies	\$998.30
					Total For Fund Number: 0100		\$998.30
12493175	518	GARCIA, ALZIRA	PV - 142319	1300-5310-0-0000-0000-863411-000	Child Nutrition - School Programs	Adult Ala Carte	\$63.65
					Total For Fund Number: 1300		\$63.65
					Total Amount of Payment:		\$63.65
12493176	1190	GARCIA, ANDY	PV - 142318	1300-5310-0-0000-0000-863411-000	Child Nutrition - School Programs	Adult Ala Carte	\$90.05
					Total For Fund Number: 1300		\$90.05
					Total Amount of Payment:		\$90.05
12493177	331	GAS COMPANY, THE	PV - 142316	0100-0000-0-0000-8200-550010-000	Unrestricted Resources	Gas	\$219.75
					Total For Fund Number: 0100		\$219.75
					Total Amount of Payment:		\$219.75
12493178	900	HOFER, BECKY	PV - 142311	0900-0000-0-1110-1000-430000-000	Unrestricted Resources	Materials and Supplies	\$13.21
			PV - 142311	0900-0332-0-0000-2495-430000-000	LCFF Supplemental/Concentration Grant	Materials and Supplies	\$79.01
					Total For Fund Number: 0900		\$92.22
					Total Amount of Payment:		\$92.22
12493179	500	INDEPENDENT SALES	PV - 142310	0100-8150-0-0000-8110-430000-000	Ongoing & Major Maint. Acct.	Materials and Supplies	\$49.51
					Total For Fund Number: 0100		\$49.51
					Total Amount of Payment:		\$49.51
12493180	183	KIT CARSON REVOLVING	PV - 142324	0100-0332-0-1156-1000-430000-000	LCFF Supplemental/Concentration Grant	Materials and Supplies	\$75.00
			PV - 142323	0100-0000-0-0000-8400-430010-000	Unrestricted Resources	Mail & Suppl. -Gasoline/Diesel Fuel	\$30.00
					Total For Fund Number: 0100		\$105.00
					Total Amount of Payment:		\$105.00
12493181	1033	Lawrence Tractor Inc	PV - 142326	0100-8150-0-0000-8110-430000-000	Ongoing & Major Maint. Acct.	Materials and Supplies	\$75.83
					Total For Fund Number: 0100		\$75.83
					Total Amount of Payment:		\$75.83
12493182	1255	MANUEL GARCIA CARTS	PV - 142309	0100-0000-0-0000-8200-560000-000	Unrestricted Resources	Rentals, Leases and Repairs	\$974.35
					Total For Fund Number: 0100		\$974.35

Commercial Payment Register

For Payments Dated: 06/12/2015

Document No	Vendor No	Vendor Name	Reference No	FD - RE - PY- GO - FN - OB - SI	Resource	Object	Amount
12493183	222	MICHAEL'S PLUMBING SUPP	PV - 142325	0100-0000-0-0000-8200-430000-000	Unrestricted Resources	Total Amount of Payment:	\$974.35
			PV - 142325	0100-0000-0-0000-8200-430000-000	Unrestricted Resources	Materials and Supplies	\$11.07
						Materials and Supplies	\$3.00
						Total For Fund Number: 0100	\$14.07
12493184	1046	MULTI-TECH MOBILE SERVICE	PV - 142308	0100-0000-0-0000-3600-560000-000	Unrestricted Resources	Total Amount of Payment:	\$14.07
			PV - 142308	0100-0000-0-0000-3600-560000-000	Unrestricted Resources	Rentals, Leases and Repairs	\$532.61
			PV - 142308	0100-0000-0-0000-3600-560000-000	Unrestricted Resources	Rentals, Leases and Repairs	\$167.50
			PV - 142308	0100-0000-0-0000-3600-580000-000	Unrestricted Resources	Other Services and Operating Expenditures	\$1,000.00
			PV - 142308	0100-0000-0-0000-3600-580000-000	Unrestricted Resources	Other Services and Operating Expenditures	\$195.50
			PV - 142308	0100-0000-0-0000-3600-580000-000	Unrestricted Resources	Other Services and Operating Expenditures	\$1,631.05
			PV - 142308	0100-0000-0-0000-3600-560000-000	Unrestricted Resources	Rentals, Leases and Repairs	\$544.63
						Total For Fund Number: 0100	\$3,196.29
12493185	243	NOGA'S AIR CONDITIONING	PV - 142307	1400-0000-0-0000-8100-560000-000	Unrestricted Resources	Total Amount of Payment:	\$3,196.29
						Rentals, Leases and Repairs	\$167.25
						Total For Fund Number: 1400	\$167.25
12493186	268	PRODUCERS DAIRY FOODS I	PV - 142321	1300-5310-0-0000-3700-470000-000	Child Nutrition - School Programs	Total Amount of Payment:	\$167.25
						Food	\$165.46
						Total For Fund Number: 1300	\$165.46
12493187	1125	SASSER SPECIALTIES	PV - 142327	0100-0000-0-0000-2700-580000-000	Unrestricted Resources	Total Amount of Payment:	\$165.46
						Other Services and Operating Expenditures	\$37.63
						Total For Fund Number: 0100	\$37.63
12493188	897	SCHOOL PATHWAYS LLC	PV - 142328	0900-0332-0-1110-1000-580000-000	LCFF Supplemental/Concentration Grant	Total Amount of Payment:	\$37.63
						Other Services and Operating Expenditures	\$150.00
						Total For Fund Number: 0900	\$150.00
12493189	650	SHACKELFORD, MARI	PV - 142317	1300-5310-0-0000-0000-863411-000	Child Nutrition - School Programs	Total Amount of Payment:	\$150.00
						Adult Ala Carte	\$136.45
						Total For Fund Number: 1300	\$136.45
12493190	975	SSDA	PO - 150095	0100-0000-0-0000-7150-520000-000	Unrestricted Resources	Total Amount of Payment:	\$136.45
			PO - 150095	0100-0000-0-0000-7100-520000-000	Unrestricted Resources	Travel and Conferences	\$95.00
						Travel and Conferences	\$150.00
						Total For Fund Number: 0100	\$245.00

Commercial Payment Register

For Payments Dated: 06/12/2015

Document No	Vendor No	Vendor Name	Reference No	FD - RE - PY- GO - FN - OB - SI	Resource	Object	Amount
12493191	1013	VICKERS, MEGAN	PV - 142320	1300-5310-0-0000-0000-863411-000	Child Nutrition - School Programs	Total Amount of Payment:	\$245.00
					Adult Ala Carte		\$60.00
					Total For Fund Number: 1300		\$60.00
14011760	146	HOLT LUMBER	PV - 142312	0100-0000-0-0000-8200-430000-000	Unrestricted Resources	Total Amount of Payment:	\$60.00
					Materials and Supplies		\$49.55
					Total For Fund Number: 0100		\$49.55
14011761	136	LEE CENTRAL CALIF. NEWS	PV - 142315	0100-0000-0-0000-2700-580040-000	Unrestricted Resources	Total Amount of Payment:	\$1.50
					Prof. Serv. & Oper. Exp. - Advertising		\$1.50
					Total For Fund Number: 0100		\$107.45
14011762	246	OFFICE DEPOT	PO - 150099	0100-0000-0-0000-2700-430000-000	Unrestricted Resources	Total Amount of Payment:	\$107.45
					Materials and Supplies		\$41.96
					Total For Fund Number: 0100		\$41.96
14011763	698	SHERWIN WILLIAMS CO	PV - 142313	0100-8150-0-0000-8110-430000-000	Ongoing & Major Maint. Acct.	Total Amount of Payment:	\$41.96
					Materials and Supplies		\$30.01
					Total For Fund Number: 0100		\$30.01
14011764	524	SUPPLYWORKS INC	PV - 142322	0100-0000-0-0000-8200-430000-000	Unrestricted Resources	Total Amount of Payment:	\$30.01
					Materials and Supplies		\$78.12
					Total For Fund Number: 0100		\$78.12
					Total Amount of Payment:		\$78.12

Commercial Payment Register **For Payments Dated: 06/12/2015**

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District: 18 Kit Carson Union Elementary School District

Fund	Total
0100	\$22,220.19
0900	\$242.22
1300	\$515.61
1400	\$167.25
	<u>\$23,145.27</u>

Total # of Payments: 24

Total # of Payments: 24

Grand Total: \$ 23,145.27

Detail By Fund/Resource

District	Fund	Resource	Amount
18 Kit Carson Union Elementary School District			
0100	General Fund		
	0000	Unrestricted Resources	\$219.75
	0000	Unrestricted Resources	\$30.00
	0000	Unrestricted Resources	\$974.35
	0000	Unrestricted Resources	\$11.07
	0000	Unrestricted Resources	\$3.00
	0000	Unrestricted Resources	\$95.00
	0000	Unrestricted Resources	\$150.00
	0000	Unrestricted Resources	\$532.61
	0000	Unrestricted Resources	\$544.63
	0000	Unrestricted Resources	\$130.00
	0000	Unrestricted Resources	\$1,631.05
	0000	Unrestricted Resources	\$162.50
	0000	Unrestricted Resources	\$195.50
	0000	Unrestricted Resources	\$37.63
	0000	Unrestricted Resources	\$41.96
	0000	Unrestricted Resources	\$49.55
	0000	Unrestricted Resources	\$78.12
	0000	Unrestricted Resources	\$107.45
		Total for Resource 0000	\$4,994.17
	0332	LCFF Supplemental/Concentration Gran	\$75.00
		Total for Resource 0332	\$75.00
	1100	State Lottery	\$998.30
		Total for Resource 1100	\$998.30
	7405	Common Core Standards Implementation	\$1,379.17
	7405	Common Core Standards Implementation	\$14,618.20
		Total for Resource 7405	\$15,997.37
	8150	Ongoing & Major Maint. Acct.	\$49.51

Detail By Fund/Resource

District	Fund	Resource	Amount
18 Kit Carson Union Elementary School District			
	0100	General Fund	
		8150 Ongoing & Major Maint. Acct.	\$75.83
		8150 Ongoing & Major Maint. Acct.	\$30.01
		Total for Resource 8150	\$155.35
		Total for Fund 0100	\$22,220.19
	0900	Charter Schools Fund	
		0000 Unrestricted Resources	\$13.21
		Total for Resource 0000	\$13.21
		0332 LCFF Supplemental/Concentration Gran	\$79.01
		0332 LCFF Supplemental/Concentration Gran	\$150.00
		Total for Resource 0332	\$229.01
		Total for Fund 0900	\$242.22
	1300	Cafeteria Fund	
		5310 Child Nutrition - School Programs	\$136.45
		5310 Child Nutrition - School Programs	\$60.00
		5310 Child Nutrition - School Programs	\$63.65
		5310 Child Nutrition - School Programs	\$90.05
		5310 Child Nutrition - School Programs	\$165.46
		Total for Resource 5310	\$515.61
		Total for Fund 1300	\$515.61
	1400	Deferred Maintenance Fund	
		0000 Unrestricted Resources	\$167.25
		Total for Resource 0000	\$167.25
		Total for Fund 1400	\$167.25
		Total for District 18	\$23,145.27

Detail By Fund/Resource

District	Fund	Resource	Amount
Grand Total			\$23,145.27

KIT CARSON UNION SCHOOL DISTRICT
AGENDA REQUEST FORM

TO: Todd Barlow, Superintendent/Principal

FROM: Margaret DeSantos, Administrative Secretary

DATE: June 17, 2015

FOR: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Inter-District Transfer Request for 2015-2016 school years as presented.

Purpose:
To approve the following request as presented.

	<u>Request to Attend Kit Carson School</u>		
Code	Last Name	First Name	Recommendation
1516-7-046			Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Todd Barlow, Superintendent/Principal

DATE: June 18, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Consider approving the District Local Control Accountability Plan for Kit Carson School as presented at the Regular Board Meeting on Wednesday, June 17, 2015

Purpose:
To approve the LCAP (Local Control Accountability Plan)

Fiscal Impact:

Recommendation:
Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Todd Barlow, Superintendent/Principal

DATE: June 17, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Consider approving the Local Control Accountability Plan for Mid Valley as presented at the Regular Board Meeting on Wednesday, June 17, 2015

Purpose:
To approve the LCAP (Local Control Accountability Plan)

Fiscal Impact:

Recommendation:
Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Shelley Leal, Chief Business Officer

DATE: June 17, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Resolution 1415-07; The Matter of adopting Budget Revisions

Purpose:
Consider approving Resolution 1415-07

Fiscal Impact:
To be presented at the board meeting

Recommendation:
Approval as presented

ANNUAL BUDGET REPORT:
July 1, 2015 Budget Adoption

Insert "X" in applicable boxes:

☒

This budget was developed using the state-adopted Criteria and Standards. It includes the expenditures necessary to implement the Local Control and Accountability Plan (LCAP) or annual update to the LCAP that will be effective for the budget year. The budget was filed and adopted subsequent to a public hearing by the governing board of the school district pursuant to Education Code sections 33129, 42127, 52060, 52061, and 52062.

☒

If the budget includes a combined assigned and unassigned ending fund balance above the minimum recommended reserve for economic uncertainties, at its public hearing, the school district complied with the requirements of subparagraphs (B) and (C) of paragraph (2) of subdivision (a) of Education Code Section 42127.

Budget available for inspection at:

Public Hearing:

Place: 9895 7th Avenue

Date: June 12, 2015

Place: 9895 7th Avenue

Date: June 17, 2015

Time: 6:30 p.m.

Adoption Date: June 24, 2015

Signed: _____

Clerk/Secretary of the Governing Board
(Original signature required)

Contact person for additional information on the budget reports:

Name: Shelley Leal

Telephone: 559-582-2843

Title: Chief Business Official

E-mail: sleal@kitcarsonschool.com

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern for fiscal solvency purposes and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Budgeted (funded) ADA has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a school district, either individually or as a member of a joint powers agency, is self-insured for workers' compensation claims, the superintendent of the school district annually shall provide information to the governing board of the school district regarding the estimated accrued but unfunded cost of those claims. The governing board annually shall certify to the county superintendent of schools the amount of money, if any, that it has decided to reserve in its budget for the cost of those claims.

To the County Superintendent of Schools:

(☒) Our district is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

Total liabilities actuarially determined:

\$ 5,228.00

Less: Amount of total liabilities reserved in budget:

\$

Estimated accrued but unfunded liabilities:

\$ 5,228.00

(☐) This school district is self-insured for workers' compensation claims through a JPA, and offers the following information:
Kings County Self-Insured Schools

(☐) This school district is not self-insured for workers' compensation claims.

Signed _____
Clerk/Secretary of the Governing Board
(Original signature required)

Date of Meeting: _____

For additional information on this certification, please contact:

Name: Shelley Leal

Title: Chief Business Official

Telephone: 559-582-2843

E-mail: sleal@kitcarsonschool.com

BEFORE THE GOVERNING BOARD OF THE
KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT
COUNTY OF KINGS, STATE OF CALIFORNIA

The Matter of
Adopting Budget
Revisions

RESOLUTION #: 1415-07

NOW, THEREFORE, the Board of Trustees of the District resolves that the transfers for the attached budget revision be made as indicated.

The Board of Trustees adopted this resolution on 06/24/2015 by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

Clerk of the Governing Board
Kit Carson Union Elementary School District

AGENDA REQUEST FORM

TO: Todd Barlow, Superintendent/Principal

FROM: Margaret DeSantos, Administrative Secretary

DATE: June 17, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Declaration of Need for Fully Qualified Educators 2015-2016

Purpose:
To ensure that the employing agency has implemented, in policy and practice a process conducting a diligent search for fully qualified educators.

Fiscal Impact:
None

Recommendation:
Approval



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- ☒ Original Declaration of Need for year: 2015-16
☐ Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Kit Carson Union District CDS Code: 16

Name of County: Kings County CDS Code: 63958

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 6/24/15 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2016.

Submitted by (Superintendent, Board Secretary, or Designee):

Todd Barlow Superintendent/Principal
Name Signature Title
559-582-7565 559-582-2843
Fax Number Telephone Number
9895 7th Avenue, Hanford, CA 93230
Mailing Address
mdesantos@kitcarsonschool.com
E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ Name	_____ Signature	_____ Title
_____ Fax Number	_____ Telephone Number	_____ Date
_____ Mailing Address		
_____ E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

☒ CLAD/English Learner Authorization (applicant already holds teaching credential)

_____ 2 _____

☐ Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

☐ Resource Specialist

☐ Teacher Librarian Services

☐ Visiting Faculty Permit

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	_____ 2 _____
Single Subject	_____ 1 _____
Special Education	_____
TOTAL	_____

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☒ Yes

☐ No

If no, explain. _____

Does your agency participate in a Commission-approved college or university intern program?

☒ Yes

☐ No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an intern program.

National University

If no, explain why you do not participate in an intern program.

ANNUAL STATEMENT OF NEED 30-DAY SUBSTITUTE and DESIGNATED SUBJECTS CAREER TECHNICAL EDUCATION 30-DAY SUBSTITUTE TEACHING PERMITS

INSTRUCTIONS TO THE EMPLOYER

This statement of need must be filed at the school district office each school year when employing holders of Emergency 30-Day Substitute Permits. The employing agency will complete a single statement of need form (below) and retain the form at the school district office.

The form must be completed annually, indicating that either no credentialed person is available or that those available are not deemed qualified for substitute teaching and details of the circumstances that necessitate the use of emergency permit holders rather than fully credentialed teachers.

This statement of need form does not require listing specific employees or their positions. The form must be signed by the superintendent of the employing school district. It does not need to be co-signed by the county superintendent of schools.

A copy of the form does not need to be submitted to the county or the Commission with each Emergency 30-Day Substitute Teaching Permit application; however, the county superintendent of schools, whose responsibilities include areas such as district payroll or district substitute placement, may request a copy of the district's statement of need form to accurately fulfill these duties.

County superintendent of schools offices employing holders of the Emergency 30-Day Substitute Teaching Permit are also required to annually file, at their office, this completed statement of need form. The county superintendent of schools will sign the form.

The Commission does not require that the school board approve the statement of need. The individual school district may establish its own policy regarding this matter.

References: California Education Code, Sections 44225 and 44300 and California Code of Regulations, Title 5, Sections 80023, 80025 and 80026

This form must be signed by _____her:

- ☐ The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

OR

- ☐ The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

Certification and Authorized Signature

The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies one the following:

- ☐ Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.

OR

- ☐ The situation or circumstances that necessitate the use of an emergency permit holder are as follows:
(Attach additional sheets, if necessary.)

I hereby certify that all of the information contained in this statement of need is true and correct.

Signature of the District Superintendent

Kit Carson Union
District

Date

Signature of the County Superintendent of Schools

County

Date

It is not necessary to submit this form to the Commission on Teacher Credentialing.

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Todd Barlow, Superintendent/Principal

DATE: June 17, 2014

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:
June 24, 2015

Item:
Consider ratifying the action of the Superintendent in the hiring new certificated staff members.

Purpose:
To fill the current vacated positions.

Fiscal Impact:
As per the Certificated Salary Schedule; teacher salary: Step 1, Column C and Step 7, Column D with a Masters.

Recommendation:
Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Board of Trustees

FROM: Todd Barlow, Superintendent/Principal

DATE: June 17, 2014

For: ☐ Information
☒ Action

Date you wish to have your item considered:
June 24, 2015

Item:
Consider approving Resolution 1415-08; Delegation of Powers/Duties of Governing Board to Todd Barlow and Shelley Leal

Purpose:
The purpose is to authorize Todd Barlow and Shelley Leal to close the 2014-2015 financial books.

Fiscal Impact:
None

Recommendation:
Consideration for approval

RESOLUTION NO. 1415-08

RESOLUTION OF THE GOVERNING BOARD
OF THE
KIT CARSON UNION SCHOOL DISTRICT

BOARD DELEGATION OF POWERS/DUTIES OF GOVERNING BOARD
(EDUCATION CODE §35161)

WHEREAS, Education Code § 35161 provides that “the governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board . . .”; and

WHEREAS, Stats. 1987, c. 1452, §200, effective January 1, 1988, amended Education Code § 35161 and added the following new language which provides further that the governing board “ . . . may delegate to an officer or employee of the district any of those powers or duties. The governing board; however, retains ultimate responsibility over the performance of those powers or duties so delegated . . .”, and

WHEREAS, the Governing Board of the KIT CARSON UNION School District recognizes that while the authority provided in Education Code § 35161 authorizes the Board to delegate any of its powers and duties, the Governing Board retains the ultimate responsibility over the performance of those powers or duties.

NOW THEREFORE, BE IT RESOLVED that in accordance with the authority provided in Education Code § 35161, the Governing Board of the KIT CARSON UNION School District hereby delegates the authority to act on its behalf in performance of the duties and powers granted to the Board in law to the following officers or employees of the district and for the responsibilities and period of time indicated below:

BOARD-DELEGATED
POWER OR DUTY
INCLUDING ANY
LIMITATIONS OR
RESTRICTIONS
APPLICABLE THERETO

BOARD-AUTHORIZED
DISTRICT
EMPLOYEE/OFFICER

BOARD-AUTHORIZED
TIME PERIOD

Kings County Office of
Education

TODD BARLOW
or
SHELLEY LEAL

JULY 1, 2015
Through
SEPT. 30, 2016

Close 2014-2015

To make all adjustments, changes, and transfers within the budget, as necessary to close the 2014-15 fiscal year accounts in a legal and timely fashion.

The adoption of the foregoing resolution was moved by Board Member _____, seconded by Board Member _____, and passed by _____ vote of Board Members present.

I, Andy Atsma, President of the Governing Board of the KIT CARSON UNION School District hereby certify that the foregoing is a true and correct copy of a Resolution duly made, adopted and entered in the Board minutes of the Governing Board meeting on the 24TH day of June 2015.

Andy Atsma

President, Kit Carson School District Governing Board

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Todd Barlow, Superintendent/Principal

DATE: July 18, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:

July 24, 2015

Item:

Consider approving committing general fund money to Fund 1400 for Deferred Maintenance Fund

Purpose:

Deferred Maintenance funds are to be used for the upkeep of school facilities.

Fiscal Impact:

Recommendation:

Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Kit Carson Governing Board

FROM: Todd Barlow, Superintendent/Principal

DATE: June 18, 2015

For: (X) School Board
() Superintendent's Cabinet

For: () Information
(X) Action

Date you wish to have your item considered:

June 24, 2015

Item:

Consider approving appointment of one candidate to fill Area 5 vacancy

Purpose:

To review letter(s) of interest from potential Board members appointees

Fiscal Impact:

None

Recommendation:

Consideration for approval

NOTICE OF VACANCY
ON THE KIT CARSON UNION SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN that a vacancy at the Kit Carson Union School District has been created by an insufficient number of candidates filing for election. The Board of Trustees intends to make a provisional appointment to fill the vacancy pursuant to California Education Code section 5091.

Any registered voter residing in the City of Hanford and in District 5 Boundary Area is eligible to be appointed to fill this vacancy, except the Kit Carson District Superintendent, any member of his staff, or any employee of a school district. Any person who meets the qualifications who is interested in being appointed to the Kit Carson Union School Board should write a letter of interest to Todd Barlow, Superintendent/Principal, Kit Carson Union School District, 9895 7th Avenue, Hanford, CA 93230, on or before June 17, 2015. The Kit Carson Board of Trustees intend to consider making the appointment at its regular or special meeting to be held on June 24, 2015.

All questions concerning this process should be directed to Todd Barlow, Superintendent/Principal, Kit Carson Union School District, located at 9895 7th Avenue, Hanford, Ca. 93230, or by telephone at (559) 582-2843, ext. 101.

Dated: 5/26/15



Todd Barlow
Kit Carson Union School District

Publish Date:

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the KIT CARSON UNION SCHOOL DISTRICT Board announces their intent to appoint a member to the Board of Trustees due to an open vacancy. The Board of Trustees intends to make a provisional appointment to fill the vacancy pursuant to California Education Code section 5326 and 5328:

Timelines for Filling a Vacancy

When a vacancy occurs, the Board shall take the following action, as appropriate:

1. When a vacancy occurs within four months of the end of a Board member's term, the Board shall take no action. (Education Code 5093)
2. When a vacancy occurs longer than four months before the end of a Board of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below. (Education Code 5091, 5093)
3. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the eligibility requirements specified in Education Code 35107.

At the regular meeting on Wednesday, June 17, 2015 the KIT CARSON UNION SCHOOL DISTRICT Board of Trustees will make the following appointment(s):

BOARD MEMBER- AREA 5

The Meeting will take place at 6:30 PM and be held in the staff room of KIT CARSON SCHOOL located at 9895 7th Avenue, Hanford, CA 93230. The annual organizational meeting for the KIT CARSON UNION SCHOOL DISTRICT Board of Trustees will be held at 6:30 PM at the same location on Wednesday, December 9, 2015 at 6:30 p.m.

Any registered voter residing in the City of Hanford and in KIT CARSON UNION SCHOOL BOARD District 5 Boundary Area is eligible to be appointed to fill this vacancy, except the Kit Carson District Superintendent or any employee of a school district. Any person who meets the qualifications and is interested in being appointed to the Kit Carson Union School Board should notify the district in writing on or before Tuesday, June 23, 2015 at 3:00 p.m. Pacific Standard Time.

All questions or correspondence concerning this process should be directed to Todd Barlow, Superintendent/Principal, Kit Carson Union School District, via the district office located at 9895 7th Avenue, Hanford, Ca. 93230, or by telephone at (559) 582-2843, ext. 101.

Dated: June 11, 2015