

KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT

BOARD MEETING AGENDA

June 22, 2016; 6:30 PM

Kit Carson District Office, 9895 7th Avenue, Hanford, CA

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. Consent items

- a. Consider approving the Regular Board minutes of June 15, 2016
- b. Consider approving the Inter District Request for 2016-2017 school years

4. Action items

- a. Consider approving the District LCAP as presented at the June 15, 2016 Regular Board Meeting
- b. Consider approving the Mid Valley LCAP as presented at the June 15, 2016 Regular Board Meeting
- c. Consider approving Resolution 1516-11; adoption of the 2016-2017 Budget
- d. Consider approving the Declaration of Need For Fully Qualified Educators

5. Future Planning and Adjournment

- a. Next Regular Board Meeting: August 17, 2016
- 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 Item:

3a Consider approving the minutes of June 15, 2016 Regular Board Meeting

From: Todd Barlow

Purpose: To approve the board minutes of the June 15, 2016 Regular Board Meeting

Superintendent's Recommendation: Approval

KIT CARSON UNION SCHOOL DISTRICT
Board Meeting Minutes of June 15, 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, Alejandro Acosta and Joe Oliveira. Also present: Todd Barlow, Superintendent/Principal, Margaret DeSantos, Administrative Secretary.
Present in the audience: Robin Jones, Shelley Leal, and Kelly Mynderup.
- c) Joe Oliveira led the pledge to the flag.

2. Public comments and public hearings

- a. Public comment
None
- b. PUBLIC HEARING: Local Control & Accountability Plan for Kit Carson Union Elementary School District
President Atsma open the hearing at 6:32 pm. Mr. Barlow addressed the LCAP for both Kit Carson and Mid Valley Alternative School. He reviewed the enrollment; the projected unduplicated percentages, and the overview of the expenditures of supplemental and concentration fundings. After a brief discussion the hearing was closed at 6:41 pm
- c. PUBLIC HEARING Local Control & Accountability Plan for Mid Valley Charter District
President Atsma open the hearing at 6:32 pm. Mr. Barlow addressed the LCAP for both Kit Carson and Mid Valley Alternative School. After a brief discussion the hearing was closed at 6:41 pm
- d. PUBLIC HEARING: The District's 2016-2017 Budget
President Atsma opened the hearing at 6:41 pm. Kelly Mynderup presented the District Budget for 2016-2017 school years. Mrs. Mynderup reviewed the Multiyear Projections for 2016-2017; 2017-2018 and 2018-2019 school years; she reviewed the Unrestricted and Restricted funds as well. During the public hearing the fund balances above the minimum rate reserve percentage was discussed. The public hearing was closed at 6:47 pm.

3. Presentation, reports and communications

- a) Staff Report:
 - i. Margaret DeSantos reported that Annual Report has been completed and submitted to the Kings County Office of Education, as well as the End of Year state report.
- b) **Board member reports:**
 - Trustee Oliveira thanked Kelly Mynderup on her presentation of the 2016-2017 Budget
 - Trustee Acosta - no report
 - Trustee Deniz stated that she enjoyed the Graduation Ceremony
 - Trustee Atsma also stated that he too enjoyed the Graduation Ceremony .
- c) Superintendent's Report/Review Calendar
 - Mr. Barlow thanked the Board members for attending the Graduation Ceremony.
 - Mr. Barlow also stated that he attended the Kings County Fair and was very delighted to see many Kit Carson students involved in FFA and 4H.
 - Mr. Barlow reported that wood chips are needed for the "K" playground. He has received bids, one of the bids was over \$5,000. He reported that we can get the wood chips locally and use our new tractor for a significantly reduced price.
 - Mr. Barlow discussed the possibility of utilizing Rooms 25 and 26 as the new Library.

4. Information items

- a) Annual Mid Valley Alternative School Report
Mr. Barlow reviewed the attached report with all present.

5. Consent items:

- a. Consider approving Board minutes of May 18, 2016
- b. Review and accept Bills and Warrants
- c. Consider approving the Inter District Request for 2016-2017
- d. Consider accepting two donations from Target

The Bills and Warrants were submitted by Kelly Mynderup. It was moved by Trustee Deniz to approve the consent agenda as presented; Trustee Acosta seconded the motion. Motion passed on a 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

6. Action items:

- a. Consider approving the Verification of Requirements for the Provisional Internship Permit
Mr. Barlow reported that this permit will allow the District to fill an immediate staffing need. It was moved by Trustee Atsma to approve the Permit as presented; Trustee Deniz seconded the motion. Motion passed on a 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

- b. Consider approving the Consolidated Application Funding for Categorical Programs
Mr. Barlow stated that this is an annual application so the district may receive federal funding. It was moved by Trustee Deniz to approve the application as presented; Trustee Acosta seconded the motion. Motion passed on a 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

- c. Consider approving the purchase of GPS service Tracking Range Software and Kenwood UHF, Digital Radio Package
Mr. Barlow stated that this is for the purpose of tracking the buses for location purposes and for a more efficient communication with the bus drivers. This purchase is to included all four buses, plus a station at the district office and the monthly five minute service fee It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Acosta seconded the motion. Motion passed 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

- d. Consider approving the approving the CPM Grant Application and Expenditures
Mr. Barlow stated this will be a new math program for the 7th and 8th grade students. This will include fourteen total days of coaching/training for the certificate staff. The grant application will pay for part of the cost. It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Acosta seconded the motion. Motion passed 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

e. Consider approving the the subscription to TCI History Alive Online Curriculum

Mr. Barlow stated that this will provide the 7th/8th students with on-line district adopted History/Social Science curriculum. The students will utilize the Chromebooks for this program. It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Deniz seconded the motion. Motion passed 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

f. Consider approving Resolution 1516-012; Delegation of Powers/Duties of Governing Board

Mr. Barlow stated that, this is an annual item for board approval. It was moved by Trustee Atsma to approve the resolution as presented; Trustee Deniz seconded the motion. Motion passed 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

g. Consider accepting the resignation of a certificated staff member

It was moved by Trustee Oliveira to accept the resignation as presented; Trustee Atsma seconded the motion. Motion passed 4-0 vote.

Trustee Acosta	Trustee Atsma	Trustee Deniz	Trustee Oliveira
Aye	Aye	Aye	Aye

7. Future Planning and Adjournment:

- a) The Next meeting, Wednesday, June 22nd at 7:00 am
- b) Future board agenda item: LCAP and Budget
- c) The meeting adjourned at 7:25 pm. There was no closed session

Date: _____

Andy Atsma, President

Sheree Deniz, Clerk of the Board

Todd Barlow, Superintendent/Principal

Agenda Item:

3b

Consider approving the Inter District Request for 2016-2017 school years

From: Todd Barlow

Purpose: To approve the the Inter District Request as presented

Superintendent's Recommendation: Approval



KIT CARSON



INTER-DISTRICT TRANSFER REQUEST (2016-2017)

<u>Student's Name</u>	<u>Grade</u>	<u>Birth Date</u>	<u>Ethnicity</u>
Derrick Joseph Juarez II _____	6th _____	06/01/2005 _____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TO: Kings River Hardwick _____ FROM: Kit Carson _____
(School of Residence)

Parents/Legal Guardian: Angela Juarez _____

Address: 8783 Carolyn Ave Hanford Ca 93230 _____ Phone: 559-816-0285 _____

Student qualifies for special services as marked below:
 Bilingual _____ Special Day (SDC) _____ RSP _____

REASON FOR REQUEST:

Child Care Needs
 Name of Child Care Provider _____ Relative _____ Friend _____
 Address of Child Care Provider: _____ Phone: _____
 Are both parents employed outside of the home? Father: Yes X No _____ Mother: Yes X No _____
 Father's Place of Employment: Adventist Health _____ City Hanford _____ Work Hrs: 40+ _____
 Mother's Place of Employment: Cigna Health Care _____ City Visalia _____ Work Hrs: 40+ _____

Employment in attendance area of school of request
 Name of your employer: _____
 Address of your employer: _____
 Phone: _____
YOU MUST PROVIDE PROOF OF EMPLOYMENT VIA PAYROLL STUB OR PAY VOUCHER

Special circumstances that would cause a hardship on child or family (Please attach complete written Explanation).

My child has been expelled from school or is facing expulsion. Name of Child: _____

Open Enrollment Act

I understand that the District of attendance may revoke the inter-district transfer if my child fails to maintain appropriate behavior or attendance. I understand that Kit Carson Union School District may request student behavior records from my child's previous school. I also understand I am responsible for my child's transportation to and from school. I declare under penalty of perjury under the laws of the State of California that the information I have provided is true and correct.

Angela Juarez _____ Date 6/13/16
 Parent/Guardian Signature

DISTRICT OFFICE USE ONLY	
<input type="checkbox"/> Transfer Request Approved (Pending Space)	_____
<input type="checkbox"/> Transfer Request Denied	Superintendent or Designee
<input type="checkbox"/> District has reached CAP limits	_____
<input type="checkbox"/> Request is not within policy/other	Board Action Date

"Where students come"

To whom it may concern,

Derrick has been attending Kings River for five years now. I want my son to continue his education there. His sister is starting preschool there as well this coming year and I want them to be in the same school. The home we own in your school district will be going up for sale within the next couple months at that point we will no longer be in your school district, but back in Kings Rivers. With our work schedule my mother picks him up at the bus stop across the street from where she lives. If you have any questions please contact me.

Thank you,

Angela Juarez

KINGS RIVER-HARDWICK SCHOOL DISTRICT
10300 Excelsior Avenue, Hanford, CA 93230

Continuing

INTER-DISTRICT TRANSFER REQUEST

School Year: 2015-2016

<u>Student's Name</u>	<u>Grade</u>	<u>Birthdate</u>	<u>Ethnicity</u>
<u>Derrick Suarez</u>	<u>5</u>	<u>6/1/68</u>	

TO: Kings River (School of Request) FROM: Kit Carson (School of Residence)

Parents/Legal Guardian: Angela Suarez
 Address: 8783 Carolyn Ave Phone: 559 816-0285
 Father's Place of Employment: Adventist Health City Hanford Work Hrs: 40
 Mother's Place of Employment: Cigna City Visalia Work Hrs: 40

Student qualifies for special services as marked below:

- Bilingual Special Education 504 Plan GATE

REASON FOR REQUEST:

- Child Care Needs**
 Name of Child Care Provider: _____ Relative _____ Friend _____
 Address of Child Care Provider: _____
- Employment (In attendance area of school of request)**
 Name/Address of your employer: _____
YOU MUST PROVIDE PROOF OF EMPLOYMENT VIA PAYROLL STUB OR PAY VOUCHER
- Special Circumstances (That would cause a hardship on child or family--Attach written explanation.)**
- My child has been expelled from school or is facing expulsion. Name of Child:** _____
- Charter** would like for him to continue K.R.H.

I understand that the District of attendance may revoke the inter-district transfer if my child fails to maintain appropriate behavior or attendance. I understand that KR-H may request student behavior records from my child's previous school. I also understand I am responsible for my child's transportation to and from school. I declare under penalty of perjury under the laws of the State of California that the information I have provided is true and correct.

[Signature]
 Parent/Guardian Signature

4/8/16
 Date

DISTRICT OFFICE USE ONLY	
<input checked="" type="checkbox"/> Transfer Request Approved (Pending Space)	<u>[Signature]</u> Superintendent or Designee <u>5/10/16</u> Board Action Date
<input type="checkbox"/> Transfer Request Denied	
<input type="checkbox"/> District has reached CAP limits	
<input type="checkbox"/> Request is not within policy/Other	
White Copy: District Office	Yellow Copy: District of Residence

Pink Copy: Parent Copy

Agenda Item:

4a Consider approving the District LCAP as presented at the June 15, 2016 Regular Board Meeting

From: Todd Barlow/Robin Jones

Purpose: To approve the Local Control Accountability Plan for Kit Carson Union Elementary School District and Kit Carson Mid Valley Alternative Charter School as presented at the June 15, 2016 Regular Board Meeting

Superintendent's Recommendation: Approval

Agenda Item:

4b

Consider adopting Resolution 1516-11; Adoption of the 2016-2017 Budget

From: Kelly Mynderup

Purpose: To adopt Resolution 1516-11; adoption of the 2016-2017 Budget as presented at the June 15, 2016 Regular Board meeting.

Superintendent's Recommendation: Approval

ANNUAL BUDGET REPORT:
July 1, 2016 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 13, 2016

Place: 9895 7th Avenue
Date: June 15, 2016
Time: _____

Adoption Date: June 22, 2016

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

Contact person for additional information on the budget reports:

Name: Kelly Mynderup

Telephone: 559-582-2843

Title: Cheif Business Official

E-mail: kmynderup@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:	\$ _____
Less: Amount of total liabilities reserved in budget:	\$ _____
Estimated accrued but unfunded liabilities:	\$ _____ 0.00

- This school district is self-insured for workers' compensation claims through a JPA, and offers the following information:

- 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: Kelly Mynderup

Title: Cheif Business Official

Telephone: 559-582-2843

E-mail: kmyderup@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 #: 1516-11

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 6/22/2016 by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

Clerk of the Governing Board
Kit Carson Union Elementary School District

Agenda Item:

4c

Consider approving the Declaration of Need for Fully Qualified Educators

From: Todd Barlow

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

Superintendent's Recommendation: Approval



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2016-2017
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

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

Name of County: Kinas 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 06 / 22 / 16 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, 2017.

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

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

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
<input type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	<u>2</u>
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization:	_____
_____	_____
<input type="checkbox"/> Resource Specialist	_____
<input type="checkbox"/> Teacher Librarian Services	_____
<input type="checkbox"/> 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	2
Special Education	
TOTAL	3

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 internship 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 internship program? Yes No

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

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

National University

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

