

TIPTON ELEMENTARY SCHOOL DISTRICT REGULAR BOARD MEETING AGENDA

Tuesday, February 7, 2017
7:00 p.m. District Conference Room

1. **Call to order- Flag Salute**

In compliance with the Americans with Disabilities Act and the Brown Act, if you need special assistance to participate in the meeting, including the receipt of the agenda and documents in the agenda package in an alternate format, please contact the Tipton Elementary School District office at (559) 752-4213. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35, 104 ADA Title II), and allow for the preparation of documents in appropriate alternate format

2. **Public Input:**

In order to ensure that Members of the public are provided a meaningful opportunity to address the board on 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 the matter is taken up by the board. Board presentations are limited to 3 minutes per person and 15 minutes per topic.

2.1 Community Relations/Citizen Comments

2.2 Reports by Employee Units CTA/CSEA

2.3 Student Recognition – Elective Classes

2.4 Correspondence

Review of First Interim Report

3. **CONSENT CALENDAR: Action items:**

3.1 Minutes of the Regular Board Meeting - January 10, 2017

3.2 Field Trip, Conference, and Fundraiser Requests

3.3 Library Surplus Books

4. **ADMINISTRATIVE: Action items:**

4.1 Agreement for Professional Services with Infinity Communications and Consulting

4.2 Approval of Super Co-Op Application

5. **FINANCE: Action items:**

5.1 Vendor Payments

5.2 Budget Revisions

6. **INFORMATION: (Verbal Reports & presentations)**

6.1 MOT--FOOD SERVICE—PROJECTS

7. **Any Other Business-**

7.1 Quarterly Board Policy Updates

October 2016

December 2016

8. **Adjourn to Closed Session:** The Board will consider and may act upon any of the following items in closed session. Any action taken will be reported publicly at the end of closed session as required by law.
 - 8.1 Personnel items: Employment, Resignations, Transfers, Leaves etc. of Certificated and Classified Personnel.
 - 8.2 Student transfers, expulsion, reinstatements, suspensions, inter District request, etc.
 - 8.3 Discussion on Certificated/Classified Negotiation
 - 8.4 Management Negotiation and Discussion.
9. **Reconvene to open session**
10. **Report out from Closed Session**
11. **Adjournment**

The Board upon discussion and a vote of agreement, the Board may make any item an action item.

Notice: If documents are distributed to Board Members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the District Office located at 370 N. Evans Road, Tipton CA. 93272, telephone 752-4213.

Agenda Posted: Thursday, February 2, 2017

2. Public Input:

2.4 Correspondence Review of First Interim Report

Tulare County
Office of Education
Committed to Students, Support and Service

Jim Vidak
*County
Superintendent
of Schools*

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
(559) 733-6306
fax (559) 627-4670

Instructional Services
(559) 733-6328
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

**Liberty Center/
Planetarium &
Science Center**
11535 Ave. 264
Visalia

January 17, 2017

Dr. Miguel Guerrero, Superintendent
Tipton School District
PO Box 787
Tipton, CA 93272

SUBJECT: REVIEW OF FIRST PERIOD INTERIM REPORT, 2016-17

Dear Miguel:

The county office has reviewed the 2016-17 First Period Interim Report of the Tipton School District, and will be able to certify to the California Department of Education that the district has submitted a positive report for the period ending October 31, 2016.

We find that these documents reflect a satisfactory fiscal position and indicate the district will be able to meet its financial obligations during this fiscal year and the two subsequent years as certified by your governing board. We thank you for the timely filing of your Interim Report with our office. The efforts of your staff in the preparation and submission of this report along with the supporting documentation is appreciated.

Please read our attached addendum for further comments and recommendations.

If you have any concerns or questions about this review, our comments or recommendations, please do not hesitate to call at 733-6474.

Sincerely,



Craig Wheaton
Deputy Superintendent, Administrative Services
Tulare County Office of Education

CW/es
Encls.

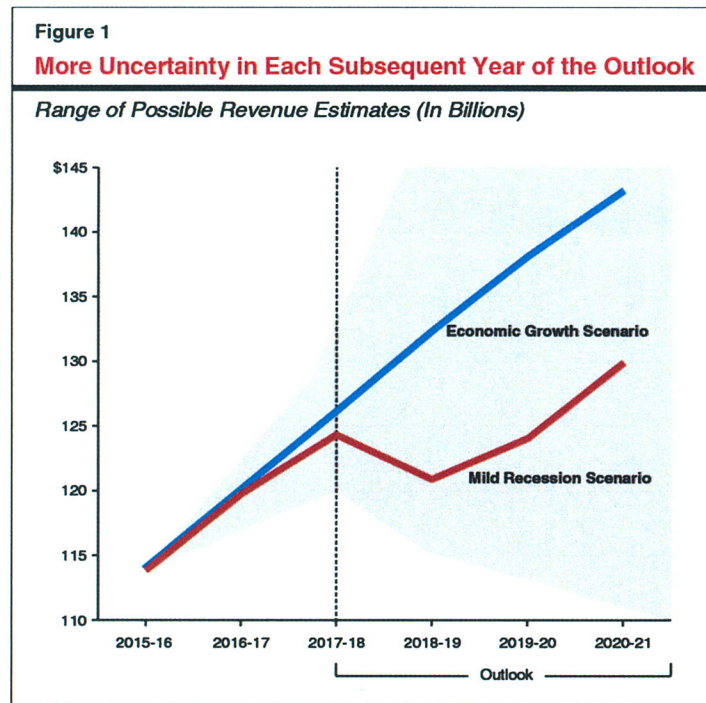
cc: Tony Macedo, Board President
District Business Manager

BACKGROUND

At this point in the fiscal year, little has changed from what was anticipated in the 2016 state budget act adopted June 27, 2016. We do, however, expect to hear more about the multi-year impact of the Proposition 55 Tax Extension in the Governor’s 2017-18 budget proposals in January. Full implementation of the Local Control Funding Formula is still projected to be completed by fiscal year 2020-21.

While the economy has improved quickly over the last few years, the Governor and the Department of Finance remind educational entities that the level of growth in funding is not expected to continue. As the state catches up on funding the Proposition 98 maintenance factor, one-time funding allocations will likely dwindle and the specific year Prop 98 calculations will be the main driver of K-12 funding.

State Receipts for the current year are still running lower than Budget Act projections. Economists, however, are still optimistic with short term projections while cautious about projections beyond 2017-18. The Legislative Analyst’s Office (LAO) indicates the state could possibly fund up to 99% of the remaining LCFE funding gap by the end of the 2017-18 fiscal year. The LAO’s recent report on California’s fiscal outlook also conversely warns of the significant impact a mild recession could have on the state budget. See the following chart.



Another potential long-term impact facing schools is the growing cost of funding the two state retirement systems. Both the California Public Employee’s Retirement System (CalPERS) and California State Teachers’ Retirement System (CalSTRS), are currently scheduled to increase employer contribution rates significantly through fiscal year 2020-21. What’s new is that both of these retirement systems are considering, or moving on, proposals to reduce risk in their investment portfolios which will lower expected investment returns. The lowering of the assumed returns could increase required employer contributions by billions of dollars over those already scheduled.

Again this year, our office advises districts to use the FCMAT Local Control Funding Formula (LCFF) Calculator and assign a portion of the district’s unrestricted ending fund balance for 2018-19 for contingent fluctuations in future state funding levels. Districts should not use one-time funding sources for on-going commitments (i.e. One-Time per ADA Mandated Cost Reimbursements). LEAs should also consider building in contingencies for emerging and fixed expenditure obligations such as increasing employer contributions to employee retirement systems, impacts of the Affordable Care Act, the rising costs of health insurance, AB 1522 sick leave accrual for part-time employees, possible pressure to prefund other post-employment benefits (OPEB) programs, or future facility needs, to name just a few examples. The change in proportion of LCFF Supplemental/Concentration Grant funding will also impact how resources can be used as described below.

SUPPLEMENTAL/CONCENTRATION GRANT vs. BASE FUNDING

The new LCFF provides for additional funding to be provided for English learners, free and reduced-price meal program eligible students, and foster youth (Targeted Students). Once the LCFF is fully funded, the specific amount generated by the Targeted Students will be used to increase or improve services for those students. Until LCFF is fully funded, a growth formula is used to establish increases each year that should be used for the benefit of the Targeted Students. This growth formula results in a much larger increase each year for the Targeted Student funding than the Base funding for all students. As a result, it will be problematic for a district to pay for district wide cost increases out of smaller Base funding increases. Below is a table that reflects the district’s disproportionate increase between LCFF Base and Targeted funding for the 2016-17 fiscal year.

	2015-16	2016-17	\$ Change	% Change
Phase-In Entitlement	5,796,071	5,655,093	-140,978	-2.43%
Supplemental Concentration	1,232,615	1,505,718	273,103	22.16%
Base Funding	4,563,456	4,149,375	-414,081	-9.07%
Estimated ADA	594.07	548.36		
Per ADA Base Funding	7,681.68	7,566.88	-114.80	-1.49%

Costs requiring the use of unrestricted resources are outpacing increases of unrestricted funding. Caution is warranted when making any district commitments that will be funded out of LCFF Base funding.

RETIREMENT COSTS

The Governmental Accounting Standards Board Statement No. 68 (GASB 68) reporting requirements took effect for the 2014-15 financial statements for State and local government employers. Districts now need to recognize their proportionate share of the net pension liability (NPL) for both CalSTRS and CalPERS retirees in their accrual based financial statements (Audit Reports).

The CalPERS Board adopted changes to the actuarial assumptions that became effective June 30, 2015. The changes result in a projected increase to the employer contribution rates for 2015-16 and for the following five years. The CalPERS Circular Letter 200-012-14 dated March 10, 2014 provided projected rates for 2014-15 through 2020-21 which were subsequently modified as shown below. As previously mentioned, these rates are still subject to change.

CalPERS Actual and Projected Rates						
2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Actual	Actual	Actual	Projected	Projected	Projected	Projected
11.771%	11.847%	13.888%	15.50%	17.10%	18.60%	20.4%

Likewise, Assembly Bill 1469 increased the contribution rates that employers, employees and the state pay to support the State Teachers Retirement System. Employer rates will continue to increase until 2020-21.

CalSTRS Rates per Education Code Sections 22901.7 and 22950.5							
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Employer	8.88%	10.73%	12.58%	14.43%	16.28%	18.13%	19.1%

RESERVES

Reserve Caps – Our office continues to reinforce the need for reserves over the state minimum reserve requirements. Past experience has clearly demonstrated these minimum levels are not sufficient to protect educational programs from severe disruption in an economic downturn. The typical 3% reserve minimum represents less than two weeks of payroll for nearly all districts. Many LEAs have established reserve policies calling for higher than minimum reserves, recognizing their duty to maintain fiscal solvency.

Below is a schedule showing how the district’s First Interim report available reserves compares to the SB 858 capped reserves had it been effective for the 2016-17 fiscal year.

State Minimum Reserve Percentage	4%
State Required Minimum Reserve	285,982
SB 858 Capped Reserve	571,964
District Available Reserves	2,107,137
Required Reduction to District Reserves	-1,535,173

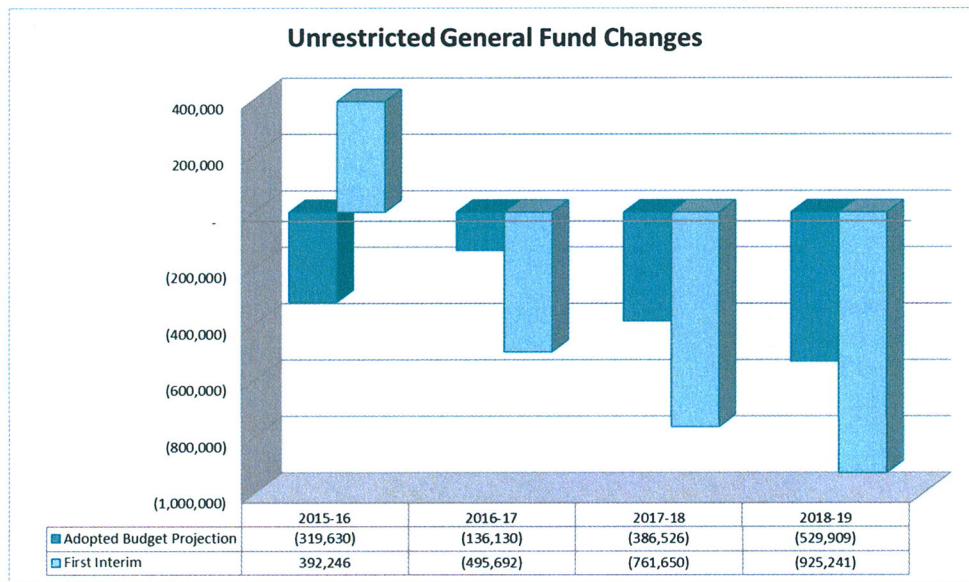
Based on the enacted budget for 2016-17, all of the conditions that would trigger reductions to school district ending fund balances under SB 858 (statutes of 2014) will not be met.

Full Accrual Impact of Reserve Caps – SB 858 caps, once effective, are to be established without regard to long-term debt obligations and their impact on a district’s audited financial statements, which include those long-term obligations. Governmental accounting standards are progressing toward full inclusion of postemployment benefits and unfunded pension obligations. As audit reports have begun to recognize these long-term obligations, districts find their annual audit report reflects negative unrestricted balances on their Statement of Net Position. This will ultimately result in public concern over the fiscal management of the school district and higher costs associated with obtaining long-term financing. Below is a comparison of the district’s 2015-16 unaudited actual available reserves (modified accrual basis of accounting) compared to the 2015-16 audited unrestricted net position which includes the full accrual impact of GASB 68.

Unaudited Actuals Available Reserves	Audit Report Unrestricted Net Position	Difference
\$2,602,829	-\$1,844,779	-\$4,447,608

LOCAL CONTROL FUNDING FORMULA PROJECTIONS

Below is a comparison of the district’s adopted budget and the current interim’s anticipated change in the unrestricted general fund balance. The differences primarily represent an updated beginning balance for the year, changes in state LCFF estimates and changes in district provided ADA estimates.

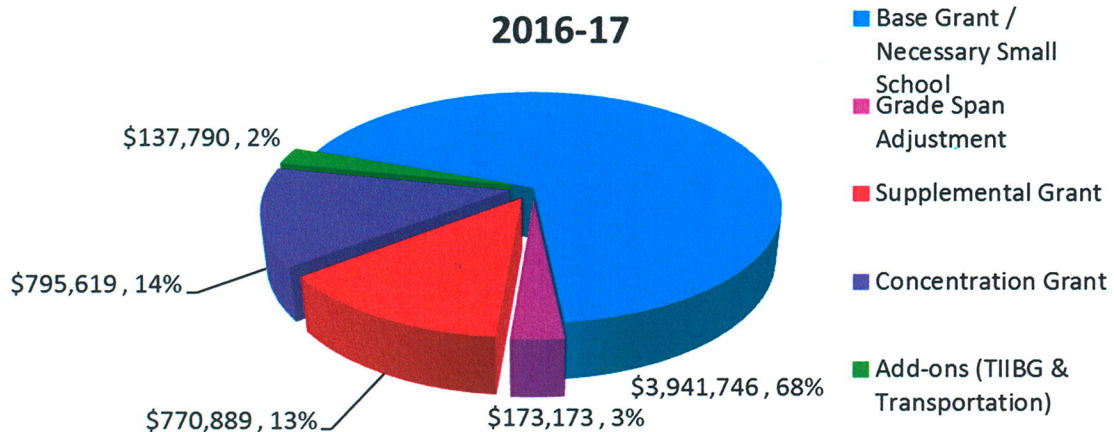
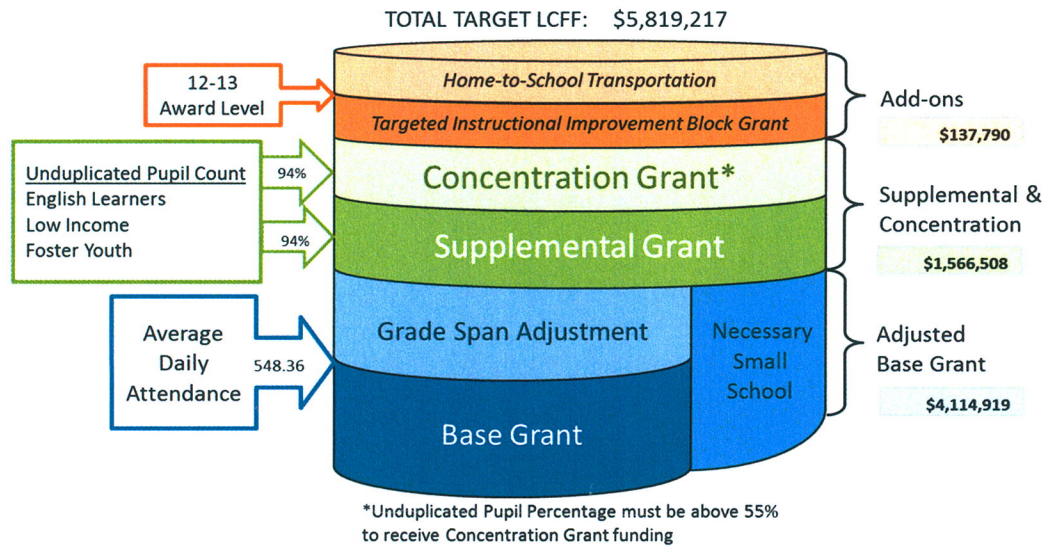


Below is a copy of the Summary page from the district's LCFF calculation prepared by our office. The second to the last line on this summary reflects an estimate of the supplemental and concentration grant funding the district will receive, by year, for its unduplicated count pupils. While it is considered unrestricted revenue, new revenues generated by these Targeted Students are subject to the expenditure requirements of Education Code Section 42238.07, as identified in the district's Local Control Accountability Plan (LCAP).

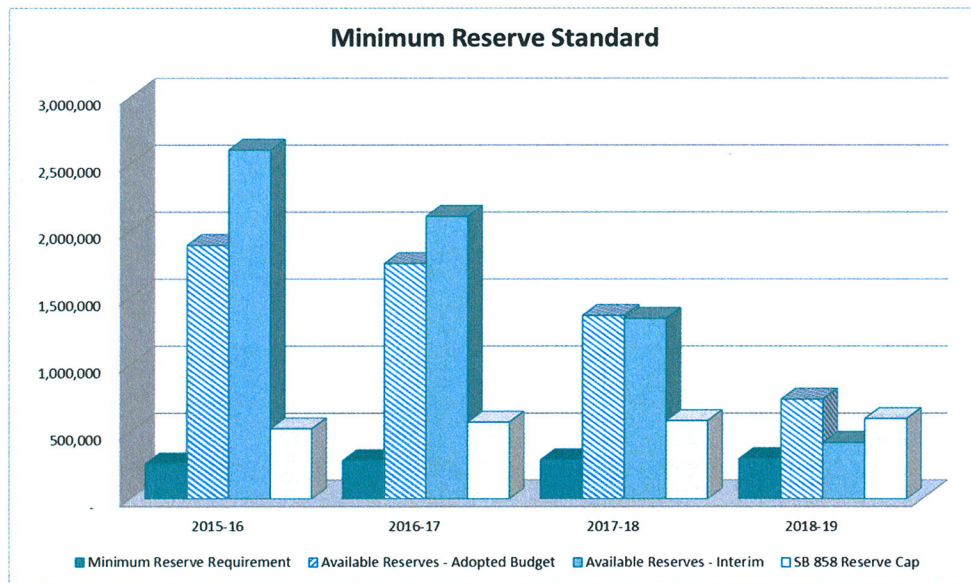
LCFF Calculator Universal Assumptions								
Tipton Elementary (72215) - 2016-17 1st Interim								
Summary of Funding								
		2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Target	\$	6,289,138	\$ 6,356,194	\$ 6,368,145	\$ 5,819,217	\$ 5,825,305	\$ 5,962,832	
Floor		4,429,598	4,647,106	5,162,317	5,461,025	5,652,943	5,686,211	
Applied Formula: Target or Floor		FLOOR	FLOOR	FLOOR	FLOOR	FLOOR	FLOOR	
Remaining Need after Gap (informational only)		1,636,364	1,193,624	572,074	164,124	139,096	181,878	
Current Year Gap Funding		223,176	515,464	633,754	194,068	33,266	94,743	
Economic Recovery Target		-	-	-	-	-	-	
Additional State Aid		-	-	-	-	-	-	
Total Phase-In Entitlement	\$	4,652,774	\$ 5,162,570	\$ 5,796,071	\$ 5,655,093	\$ 5,686,209	\$ 5,780,954	
Components of LCFF By Object Code								
		2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
8011 - State Aid	\$	1,911,953	\$ 3,485,106	\$ 3,810,169	\$ 4,380,383	\$ 4,318,177	\$ 4,404,676	\$ 4,829,612
8011 - Fair Share		-	-	-	-	-	-	-
8311 & 8590 - Categoricals		1,441,639	-	-	-	-	-	-
EPA (for LCFF Calculation purposes)		661,645	631,145	798,374	767,022	688,251	632,867	302,676
<i>Local Revenue Sources:</i>								
8021 to 8089 - Property Taxes		-	536,523	554,027	648,666	648,666	648,666	648,666
8096 - In-Lieu of Property Taxes		-	-	-	-	-	-	-
Property Taxes net of in-lieu		501,461	536,523	554,027	648,666	648,666	648,666	648,666
TOTAL FUNDING	\$	4,516,698	\$ 4,652,774	\$ 5,162,570	\$ 5,796,071	\$ 5,655,093	\$ 5,686,209	\$ 5,780,954
Less: Excess Taxes	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: EPA in Excess to LCFF Funding	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Phase-In Entitlement	\$	4,652,774	\$ 5,162,570	\$ 5,796,071	\$ 5,655,093	\$ 5,686,209	\$ 5,780,954	
8012 - EPA Receipts (for budget & cashflow)	\$	657,875	\$ 632,188	\$ 798,022	\$ 770,101	\$ 688,251	\$ 632,867	\$ 302,676
Summary of Student Population								
		2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Unduplicated Pupil Population								
Agency Unduplicated Pupil Count		575.00	594.00	514.00	514.00	514.00	514.00	
COE Unduplicated Pupil Count		5.00	2.00	2.00	2.00	2.00	2.00	
Total Unduplicated pupil Count		580.00	596.00	516.00	516.00	516.00	516.00	
Rolling %, Supplemental Grant		96.1900%	97.0700%	95.4200%	93.6700%	91.8100%	91.8100%	
Rolling %, Concentration Grant		96.1900%	97.0700%	95.4200%	93.6700%	91.8100%	91.8100%	
FUNDED ADA								
Adjusted Base Grant ADA		<i>Current Year</i>	<i>Current Year</i>	<i>Prior Year</i>	<i>Prior Year</i>	<i>Current Year</i>	<i>Current Year</i>	
Grades TK-3		275.51	275.08	275.41	234.97	234.84	234.84	
Grades 4-6		182.50	186.10	186.62	198.94	198.79	198.79	
Grades 7-8		137.15	132.93	132.04	114.45	114.45	114.45	
Grades 9-12		-	-	-	-	-	-	
Total Adjusted Base Grant ADA		595.16	594.11	594.07	548.36	548.08	548.08	
Necessary Small School ADA		<i>Current year</i>	<i>Current year</i>	<i>Current year</i>	<i>Current year</i>	<i>Current year</i>	<i>Current year</i>	
Grades TK-3		-	-	-	-	-	-	
Grades 4-6		-	-	-	-	-	-	
Grades 7-8		-	-	-	-	-	-	
Grades 9-12		-	-	-	-	-	-	
Total Necessary Small School ADA		-	-	-	-	-	-	
Total Funded ADA		595.16	594.11	594.07	548.36	548.08	548.08	
ACTUAL ADA (Current Year Only)								
Grades TK-3		275.51	275.08	234.97	234.84	234.84	234.84	
Grades 4-6		182.50	186.10	198.94	198.79	198.79	198.79	
Grades 7-8		137.15	132.93	114.45	114.45	114.45	114.45	
Grades 9-12		-	-	-	-	-	-	
Total Actual ADA		595.16	594.11	548.36	548.08	548.08	548.08	
Funded Difference (Funded ADA less Actual ADA)		-	-	45.71	0.28	-	-	
Minimum Proportionality Percentage (MPP)								
		2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Current year estimated supplemental and concentration grant funding in the LCAP year	\$	687,224	\$ 1,232,615	\$ 1,505,718	\$ 1,510,206	\$ 1,529,296	\$ 1,529,296	
Current year Minimum Proportionality Percentage (MPP)		15.84%	27.85%	37.53%	37.40%	37.17%	37.17%	

We want to emphasize that a district’s estimated annual LCFF funding is reflected on the line titled **“Total Phase-In Entitlement”** of the summary. **All parties should understand that the line titled “Target” only represents an estimated LCFF target level which the district is moving towards.** The state currently anticipates the gap between this Target and current funding received under LCFF will be eliminated by fiscal year 2020-21.

It should also be pointed out that the estimated amount for supplemental and concentration grants are included in **“Total Phase-In Entitlement”**, not in addition to total LCFF funding. Below are two graphs depicting the estimated funding components for the district had the district been fully funded under LCFF for 2016-17.



This final graph presents the district's 2016-17 First Interim reserve status compared with the original adopted budget and state minimum reserve requirement.



COMMENTS AND RECOMMENDATIONS

This section of our letter lists comments and recommendations we consider appropriate as a result of our review and current state budget projections.

- ➔ *The district budget projects the district to meet the state minimum reserve requirement for all projection years. However, the district has not established an assigned fund balance reserving one year of revenue growth expected under the new Local Control Funding Formula (LCFF), as recommended by our office. Under the new LCFF, revenue increases are not tied to statutory COLAs and are subject to the judgment of state legislators. We strongly recommend districts establish a reserved portion of state projected revenues under the LCFF.*
- ➔ *The district is projecting significant deficit spending over the current and subsequent two fiscal years. This trend in declining balances must be addressed by the district to maintain district solvency.*
- ➔ *There were some minor items on the Form 01CSI or Form MYPI that were technical errors or were not in agreement with the assumptions provided by the district. We welcome district staff to make an appointment to come in and go over these items so they can be properly addressed in future filings.*
- ➔ *There are no additional comments or recommendations.*

2017-18 BUDGET PLANNING

The following are items we believe the district should begin to consider as it begins planning next spring for the adoption of the 2017-18 budget.

Proposition 51 Facilities Bonds/SB 1029 – The district should watch for guidance on the impact of the passage of Proposition 51 on the required contribution to be made to the Routine Repair and Maintenance account. Also guidance should be forthcoming regarding new Debt Policy and reporting requirements resulting from the passage of SB 1029.

Budget/LCAP Hearing Dates – The district currently goes through a publication process related to its budget hearing. There are statutory requirements related to the connection and timing of the Budget and LCAP hearings. Information regarding the requirements can be found on our business services web page. It is also important that our office be contacted regarding any change in hearing dates. If hearing dates are changed, the new dates must be re-published.

Excess Reserves Disclosure – Education Codes Section 42127(a)(2)(B) requires a district to provide the reasons that substantiate the need for Assigned and Unassigned ending fund balances in excess of the state minimum reserve standard for economic uncertainties. This statement must be provided for public view and discussion at the budget public hearing. The statement must be submitted as part of the final adopted budget submitted to the County Office of Education and is a requirement for the County Superintendent to be able to approve the district's budget. A form for the preparation of this statement is available on our business services web page. Please note, the district is not required to either Assign or Commit the balances in excess of the state minimum reserve, only to explain why they are needed.

3. CONSENT CALENDAR: Action items:

3.1 Minutes of the Regular Board Meeting - January 10, 2017

Minutes

REGULAR BOARD MEETING

Tuesday, January 10, 2017
7:00 p.m. District Conference Room

1. **Call to order- Flag Salute**

Board President, Tony Macedo, called the meeting to order at 7:00 pm and led the flag salute. Board Members present: Tony Macedo, Shelley Heeger, Iva Sousa, Greg Rice and John Cardoza.

2. **Public Input:**

2.1 Community Relations/Citizen Comments

2.2 Reports by Employee Units CTA/CSEA

2.3 Recognize Spelling Bee Participants

Mrs. Desiree Heinks, Spelling Bee Coach, recognized several students for their participation and effort on the Rural School Spelling Bee.

3. **CONSENT CALENDAR: Action items:**

3.1 Minutes of December 6, 2016 Board Meeting

3.2 Approval of Mike Pharis teaching assignment Algebra under EC §44256(b) for the 2016-17 and 2017-18 school year.

3.3 Approval of District Plan for Committee on Assignment

3.4 Library Surplus Books

3.5 Field Trip and Facilities Requests

Motion to approve the consent calendar was made by Greg Rice and second by Iva Sousa.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

4. **ADMINISTRATIVE: Action items:**

4.1 Annual Report of Developer Fees 2015-2016

Motion to approve Annual Report of Developer Fees was made by Iva Sousa and second by John Cardoza.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

4.2 Approval of Proposition 39 Expenditure Plan

Motion to approve Proposition 39 Expenditure Plan was made by Greg Rice and second by John Cardoza.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.
No – 0
Abstain – 0
Absent – 0

4.3 Approval of Board Policies & Administrative Regulations 410, 1312.3, 5131, 5145.3, 5145.7, 5145.9, 6145.2, 6145

Motion to approve Board Policies and Administrative Regulations was made by Shelley Heeger and second by Greg Rice.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

5. FINANCE: Action items:

5.1 Vendor Payments

Motion to approve vendor payments was made by Greg Rice and second by John Cardoza.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

5.2 Budget Revisions

Motion to approve budget revisions was made by Shelley Heeger and second by Greg Rice.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

5.3 Audit Report for Year Ended June 30, 2016

Motion to approve Audit Report for Year Ended June 30, 2016 was made by Greg Rice and second by Shelley Heeger.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

6. INFORMATION: (Verbal Reports & Presentations)

6.1 MOT--FOOD SERVICE—PROJECTS

P-1 Attendance Report

Multi-Purpose Building Update

7. **Adjourn to Closed Session: 7:42pm**
8. **Reconvene to open session**
9. **Report out from Closed Session 8:13pm**

7.2 Student transfers, expulsion, reinstatements, suspensions, inter District request, etc.

Motion to approve student transfers was made by Shelley Heeger and second by Greg Rice.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea – 5 - Shelley Heeger, Tony Macedo, Greg Rice, Iva Sousa and John Cardoza.

No – 0

Abstain – 0

Absent – 0

10. **Adjournment 8:14pm**

Minutes approved February 7, 2017

Tony Macedo, President

Greg Rice, Clerk

Miguel A. Guerrero Ed.D., Secretary

3. CONSENT CALENDAR: Action items:

3.2 Field Trip, Conference, and Fundraiser Requests

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Gilbert / Valencia GRADE 4-8

CLASSES ATTENDING 4-8

DATE OF TRIP 5/22/17 NUMBER OF PUPILS 50 ADULTS 3

DESTINATION Grizzly

BUS TO LEAVE SCHOOL AT 9:00 RETURN AT 3:00

BUS ROUTING AND STOPS

USE THE BACK OF THIS PAPER IF ROUTING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: FNL

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

COST \$ 3 (kids pay) FNL pays for 3 adults

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES _____ NO HOW MANY _____

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES _____ NO HOW MANY _____

SIGNATURE OF TEACHER IN CHARGE Debbi Gilbert

TRIP AUTHORIZED BY SCHOOL BOARD YES _____ NO _____

SIGNATURE OF SUPERINTENDENT [Signature]

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Gilbert GRADE 6-8

CLASSES ATTENDING 6-8

DATE OF TRIP 3/31/17 NUMBER OF PUPILS _____ ADULTS _____

DESTINATION Lip Sync Visalia Convention

BUS TO LEAVE SCHOOL AT ~~4:00~~ 4:45 RETURN AT 10:30

BUS ROUTING AND STOPS

USE THE BACK OF THIS PAPER IF ROUTNING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: FNL.

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

COST \$ 0

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES _____ NO HOW MANY _____

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES _____ NO HOW MANY _____

SIGNATURE OF TEACHER IN CHARGE Dubois

TRIP AUTHORIZED BY SCHOOL BOARD YES _____ NO _____

SIGNATURE OF SUPERINTENDENT [Signature]

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Michelle Nuckols GRADE 6-8

CLASSES ATTENDING Ag In the Ag Classroom

DATE OF TRIP 2/15/17 NUMBER OF PUPILS 22 ADULTS 3
*Nuckols
Lourenco
Bus Driver*

DESTINATION Fulare Co. F World Ag Expo

BUS TO LEAVE SCHOOL AT ~~8:00~~ 8:15 RETURN AT 12:00

BUS ROUTING AND STOPS

USE THE BACK OF THIS PAPER IF ROUTING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: Ag In the Classroom (Grant activity with Fulare Project) Hands on experience, learning about ag.

OTHER INFORMATION/STAFF CHAPARONE REQUEST: _____

COST \$ _____

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES _____ NO HOW MANY _____

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES _____ NO HOW MANY _____

SIGNATURE OF TEACHER IN CHARGE Michelle Nuckols

TRIP AUTHORIZED BY SCHOOL BOARD YES _____ NO _____

SIGNATURE OF SUPERINTENDENT [Signature]

Tipton Elementary School District

Name of Club: Class of 2017 (8th grade)

Request for Fundraiser Approval and Revenue Projection

School Year: 2016-2017

Date form submitted: 1/25/17 Submitted by: Michelle Nuckols

PROPOSED ACTIVITY:

Name of activity or type of fundraiser: Selling candy for 8th grade trip.

Location of activity: Tipton Elem.

Facilities needed: _____

Items to be sold: Sour Punch Twists (225 count)

Date of activity: _____

Time of activity: From Feb. 15, 2017 a.m./p.m. To: March 7, 2017 a.m./p.m.

Item/Ticket selling price: \$.25 each (Each tub costs 7.99 + tax)

Cash Box required? Yes No

Number of items purchased for sale: 225 @ \$.25 each = \$ 56.25 x 40 Tubs (each tub has 225 candies)

ASB purchase order required? Yes No

How much income is anticipated? \$ 1800.00 how much expense is anticipated? \$ 2250.00

How will profit be used? All profits will go towards student's 8th grade trip.

Fundraiser Contact Person: Michelle Nuckols

Phone Number: 359-0126 / 752-4213

Submit Form to Principal/Superintendent (Principal/Superintendent forward form to Business Office)

Approved by:

Principal/Superintendent: Myra A. Greve

Business Manager/ASB Administrator: _____

Reason for disapproval, if applicable: _____

Note: Fundraising Event Profit form is due two weeks after close of activity/fundraiser.

Tax ID# 94-2191905

TIPTON ELEMENTARY SCHOOL DISTRICT

Conference Attendance Request

Name: Georgina Burrell and Jessica Huratado

Today's Date: 1/12/17

Name of Conference: 65th NSTA National Conference on Science Ed

Date of Conference: March 30th-April 2nd Registration Deadline: 2/3/17

Date of Departure: ??? Starts at 8:00 am on March 30th Date of Return: April 2nd

Conference Registration Fee: \$708 for both Jessica and I (\$354/person)

College Credit: Has an option

Advanced Payment Required: Yes

Check Payable to: NSTA

PO amount: \$708

Mail Conference Payment to: National Science Teachers Association
Attn: Conference Department
PO BOX 90214
Washington, DC 20090-0214

Hotel: Residence Inn Los Angeles L.A. Live \$762.00 (\$254.00/night) Reservation must be made through Orchard Event Solutions to get this rate...see paper work or website.

Total Conference Amount for Registration and Hotel: \$1470.00

Signature  Date 1.13.17

OFFICE USE ONLY

Funding Source _____ Code _____

Conference Request Approved _____

Conference Request Denied _____



**Tipton Elementary School District
Conference Attendance Request**



Today's Date: February 1, 2017

Name: Miguel A. Guerrero Grade: _____

Name of Conference : CALSA Summer Institute

Location of Conference: San Diego, CA

Date of the Conference: July 10, 2017 to July 12, 2017

Date of Departure: July 9, 2017 Date of Return: July 12, 2017

Registration Deadline: _____

Conference Registration Fee: TBD College Credit: N/A

Advance Payment Required: _____

Check Payable To: _____

Mail Payment to: _____

Name: CALSA Association

Address: _____

City, State, and ZIP code: _____

Signature: _____ Date: _____

Office Use Only	
Funding Source: _____	CODE: _____
Conference Request Approved: _____	
Conference Request Denied: _____	

3. CONSENT CALENDAR: Action items:

3.3 Library Surplus Books

Memo

To: Dr. Guerrero
From: Megan Rice
Date: February 1, 2017
Re: List of Weeded books from the Library January - February 2017

Attached is a list of books that have been weeded from the Library Collection due to the fact that these books were torn, missing pages, damaged, irrelevant, out of date, etc.

Weeding Project: Several of our library shelves are double stacked with books, which can lead to books being damaged much more quickly and also make locating specific titles much more difficult. There are a number of book titles that are out of date or simply have not been circulated in 8+ years. This weeding project is in effort to make our library of better quality (not just a large quantity of books). This will also allow us to see which areas we may be lacking relevant sources in and create room for the new titles we add each year.

Books that are severely damaged and worn will be disposed of. Those books that are still in readable condition I would like to give the teachers a chance to take them for their classroom libraries. After they have taken what they wish, I would then like to disperse the remaining books to the students at a future date. All of the books listed have been stamped with "discard", our barcode and labels have been removed, and removed from our library system.

If you should have any further questions, please let me know.

Thank you,

Megan Rice

February 1, 2017

Tipton Elementary School Library
Discarded books January - February 2017

Title/Author/Number of copies

The abominable snowman/Montgomery, R.A.
Afternoon of the elves/Lisle, Janet Taylor
After the rain/Mazer, Norma Fox
Akimbo and the lions/Smith, Alexander McCall
All about sam/Lowry, Lois
Always and forever/McDaniel, Lurlene
Anastasia krupnik/Lowry, Lois
Anima, volume 1/Mukai, Natsumi
Anima, volume 2/Mukai, Natsumi
Anima, volume 4/Mukai, Natsumi
As long as we both shall live/McDaniel, Lurlene
At the back of the woods/Mills, Claudia
Baby/MacLachlan, Patricia
Baby-sitters' island adventure/Martin, Ann M.
Baby-sitters' on board/Martin, Ann M.
Baby-sitters' summer vacation/Martin, Ann M.
Baby-sitters' winter vacation/Martin, Ann M.
Beach party/Mason, Jane
Beastie/McHargue, Georgess
Beyond/Montgomery, R.A.
Birdland/Mack, Tracy
Birdwing/Martin, Rafe
Black water/MacHale, D.J.

The blood-and-thunder adventure on hurricane peak/Mahy, Margaret
Boy-crazy stacey/Martin, Ann M./2
The bully/Langan, Paul
A bundle of sticks/Mauser, Pat Rhoads
California girls/Martin, Ann M.
The capture/Lasky, Kathryn
The changing sea/McKillip, Patricia A.
Chocolate-covered ants/Manes, Stephen
Claudia and mean Janine/Martin, Ann M.
Claudia and the bad joke/Martin, Ann M.
Claudia and the genius of elm street/Martin, Ann M.
Claudia and the great search/Martin, Ann M.
Claudia and the middle school mystery/Martin, Ann M.
Claudia and the new girl/Martin, Ann M.
Claudia and the phantom phone calls/Martin, Ann M./2
Claudia and the sad good-bye/Martin, Ann M.
Cowgirl megan/Magraw, Trishia
Crazy weather/McNichols, Charles L.
The curse of pca/Mason, Jane B.
Dawn and the impossible three/Martin, Ann M.
Dawn and the older boy/Martin, Ann M.
Dawn on the coast/Martin, Ann M.
Dawn saves the planet/Martin, Ann M.
Dawn's wicked stepsister/Martin, Ann M./2
The defenders/McGovern, Ann
Dreams in the golden country: the diary of Zipporah Feldman, a Jewish immigrant girl/Lasky, Kathryn

Drummer boy at bull run/Morris, Gilbert
Earthquake in the third grade/Myers, Laurie
Edward's eyes/MacLachlan, Patricia
Eighty-steps to September/Marino, Jan
Eleven kids, one summer/Martin, Ann M.
The escape of the plant that ate dirty socks/McArthur, Nancy
Fallen angels/Myers, Walter Dean
Fourth grade is a jinx/McKenna, Colleen O'Shaughnessy
Gemini summer/Lawrence, Iain
Gentle ben/Morey, Walt
The ghost at dawn's house/ Martin, Ann m.
The ghost of lost island/Murrow, Liza Ketchum
Ghost boy/Lawrence, Iain
The glory field/Myers, Walter Dean
The golden goblet/McGraw, Eloise Jarvis
The gold-threaded dress/Marsden, Carolyn
Good-bye stacey, good-bye/Martin, Ann M./2
Gossamer/Lowry, Lois
The great Chicago fire, 1871/Massie, Elizabeth
Guinea pigs don't talk/Myers, Laurie
The Halloween candy mystery/Markham, Marion M.
Hannah on her way/Mills, Claudia
Hanson/Joseph, Paul
The haunting of third grade/Maccarone, Grace
The heart is a lonely hunter/McCullers, Carson
Hello, Mallory/Martin, Ann M./2

Home run/ Montgomery, Robert
The horse and his boy/Lewis, C.S./5
I carried you on eagles' wings/Mayfield, Sue
The ice princess/Lowell, Melissa
Inkheart: movie novelization/Mason, Jane/2
The jade dragon/Marsden, Carolyn
Jessie and the superbrat/Martin, Ann M.
Jessi ramsey, pet sitter/Martin, Ann M.
Jessi's baby-sitter/Martin, Ann M.
Jessi's secret language/Martin, Ann M./2
The journey/Lasky, Kathryn
Judy moody declares independence/McDonald, Megan/3
Judy moody gets famous/Martin, Ann M.
Judy mood, m.d. doctor is in/McDonald, Megan
Junebug/Mead, Alice
Karen's ghost/Martin, Ann M.
Karen's island adventure/Martin, Ann M.
Karen's mystery/Martin, Ann M.
Karen's new puppy/Martin, Ann M.
Karen's prize/Martin, Ann M.
Karen's school picture/Martin, Ann M.
Karen's tuba/Martin, Ann M.
The king and us/Malcolm, Jahna N.
Kristy and the mother's day surprise/Martin, Ann M.
Kristy and the secret of susan/Martin, Ann M.
Kristy and the snobs/Martin, Ann M.

Kristy's big day/Martin, Ann M.
Kristy's mystery admirer/Martin, Ann M.
The lake at the end of the world/Macdonald, Caroline
The last battle/Lewis, C.S.
Last of the breed/L'Amour, Louis
Lisa's war/Matas, Carol
Little house on rocky ridge/MacBride, Roger Lea/2
Little miss stoneybrook...and dawn/Martin, Ann M.
Little pear: the story of a little Chinese boy/Lattimore, Eleanor Frances
The lion, the witch, and the wardrobe/ Lewis, C.S.
Logan likes mary anne/Martin, Ann M
Lone wolf/Lasky, Kathryn
Looking on/Miles, Betty/2
The lost city of faar/MacHale, D.J.
The magician's nephew/Lewis, C.S./5
Mallory and the dream horse/Martin, Ann M.
Mallory and the ghost cat/Martin, Ann M.
Mallory and the mystery diary/Martin, Ann M.
Mallory and the trouble twins/Martin, Ann M./2
Mary anne and the great romance/Martin, Ann M.
Mary anne and the search for trigger/Martin, Ann M.
Mary anne saves the day/Martin, Ann M.
Mary anne's bad-luck mystery/Martin, Ann M./2
Matt's crusade/Marek, Margot
The merchant of death/MacHale, D.J.
Monster/Myers, Walter Dean

Mrs. Piggie-wiggle/Macdonald, Betty
Mystery of the maya/Montgomery, R.A.
The never war/MacHale, D.J.
Number the stars/Lowry, Lois
A pack of lies: twelve stories in one/McCaughrean, Geraldine
Payback/Langan, Paul
Pippi goes on board/Lindgren, Astrid
Pippi in the south seas/Lindgren, Astrid/2
Pippi longstocking/Lindgren, Astrid/3
Poor Mallory/Martin, Ann M.
Prince capian/Lewis, C.S./5
The quillan games/MacHale, D.J.
Raven rise/MacHale, D.J.
The reality bug/MacHale, D.J.
Rescue josh mcguire/Mikaelsen, Ben/2
Return of the jedi/Levy, Elizabeth
The rivers of zadaa/MacHale, D.J.
Rose at rocky ridge/MacBride, Roger Lea
A royal gift/Moskin, Marietta
Rules/Lord, Cynthia/2
Save the queen of sheba/Moeri, Louise
Scorpions/Myers, Walter Dean
Secret island/Moore, S.E.
See you around, sam/Lowry, Lois/2
Seven kisses in a row/ MacLachlan, Patricia
Silk umbrellas/Marsden, Carolyn

Silver days/Levitin, Sonia
Snow treasure/McSwigan, Marie
The soldiers of halla/MacHale, D.J.
Somewhere in the darkness/Myers, Walter Dean
Space and beyond/Montgomery, R.A.
Sparrow hawk red/Mikaelsen, Ben/2
The star of india/McCabe, Amanda
Stacey and the cheerleaders/Martin, Ann M.
Stacey and the mystery of stoneybrook/Martin, Ann M.
Stacey's mistake/Martin, Ann M.
Star crazy/McElroy, Laurie/2
Star trek, the wrath of khan: a novel/McIntyre, Vonda N./2
Stranded/Mikaelsen, Ben
Strawberry girl/Lenski, Lois
A summer to die/Lowry, Lois
The sword thief/Lerangis, Peter
Talking terri Mueller/Mazer, Norma Fox
Teacher's pet/Martin, Ann M.
Ten kids, no pets/Martin, Ann M.
The thanksgiving day parade mystery/Markham, Marion M./2
Tinker bell and the lost treasure/Morris, Kimberly
To kill a mockingbird/Lee, Harper
Too many murphys/McKenna, Colleen O'Shaughnessy
True talents/ Lubar, David
The truth about stacey/Martin, Ann M.
The vanishing vampire/Lubar, David

The viper's nest/Lerangis, Peter

The voyage of the dawn treader/Lewis, C.S.

Waiting for anya/Morpurgo, Michael/2

War horse/Morpurgo, Michaels

Welcome back stacey/Martin, Ann M.

West to a land of plenty: the diary of Teresa Angelino viscardi/Murphy, Jim

When the phone rang/Mazer, Harry

A whole new ball game/Macy, Sue

The wild whale watch/Moore, Eva/2

Wind of the river/Lawlor, Laurie

Winnie-the-pooh/Milne, A.A.

A wrinkle in time/L'Engle, Madeleine

4. ADMINISTRATIVE: Action items:

4.1 Agreement for Professional Services with Infinity Communications and Consulting



COMMUNICATIONS AND CONSULTING

INFINITY COMMUNICATIONS & CONSULTING, INC.
MASTER AGREEMENT FOR PROFESSIONAL SERVICES

Client No: 0292

This Agreement for Professional Services ("Agreement") is entered as of this day, October 31, 2016, between Infinity Communications & Consulting, Inc. hereinafter referred to as "Infinity," and Tipton Elementary School District hereinafter referred to as the "Client." The parties agree as follows:

1. SERVICES

Infinity agrees to perform Consulting and Professional Services ("Services") on behalf of the Client as set forth in this agreement and attachments. Infinity's responsibilities and determination of reimbursable cost for said Services are set forth in the project attachment(s), which include our Scope of Work and Compensation and Reimbursable Expenses Schedule.

2. BASIS OF COMPENSATION

Infinity will invoice for services performed under the scope of work for each of the project attachment(s). The client will render payment to Infinity upon receipt of invoices.

3. TERM AND TERMINATION OF SERVICE

Infinity's services are provided on a term commitment basis as specified in the project attachments. The term commences on the signed acceptance of the project attachment(s).

The Client and/or Infinity may terminate this Agreement, without cause, at any time by submitting written notice to the other party. The written Notice of Termination must be received no less than Thirty (30) days prior to the desired date of Termination.

In the event that the Client terminates this Agreement without cause, the Client agrees to compensate Infinity for all work, Service Fees, and reimbursable expenses completed prior to the date of termination, and release Infinity from all liability, claims and causes of action resulting from negligent acts or omissions of the Client, its agents and/or employees performed after the date of termination.

In the event that the Agreement is terminated; Infinity shall deliver copies of all data and files related to this Agreement to the Client within Thirty (30) days.

4. CLIENT'S RESPONSIBILITY

The Client agrees to comply with the responsibilities as specified in the project attachments to ensure the successful completion of services covered in this Agreement.

5. RECORDS

Infinity will maintain full and accurate records in connection with this Agreement and will make them available to the Client for inspection during normal business hours, Monday to Friday, 8am to 5pm.

6. STATUS OF INFINITY

The Client and Infinity agree that Infinity, in performing the services specified in this Agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. Infinity shall be free to contract for similar service to be performed for other parties while under contract with the Client. Infinity is not entitled to participate in any pension plan, insurance, bonus or similar benefits the Client provides for its employees.



PROJECT ATTACHMENT #0292-16A

Master Agreement No: 0292

SERVICES: CATEGORY ONE E-RATE CONSULTING SERVICES

INFINITY'S RESPONSIBILITIES

Infinity shall perform the following tasks for our Category One E-rate Consulting Services:

E-rate and California Teleconnect Fund (CTF) Consulting Service

1. Client Access – Infinity will be available to the Client by phone, email, or in person to address Client related E-rate Funding issues. Client will provide Infinity with a minimum of 72 hours' notice of a request for onsite service.
2. Program Updates – Infinity will update the Client on changes in the E-rate and CTF process and help staff to take advantage of newly eligible products and services.
3. Program Compliance – Infinity will assist the Client to verify that USAC rules are being followed and, if necessary, provide guidance on new processes or procedures to ensure program compliance, in regards to Bid Evaluations, Procurement, Technology Plans, CIPA compliance, Technology Budget, and Document Retention.

E-rate Application Management

1. Needs Assessment and Strategic Planning – Infinity will assist the Client to determine a Filing Strategy that best meets the Client's needs to maximize the Client's E-rate funding opportunities.
2. Determination of Funding Request Amount – Infinity will prepare the required "Item 21 Attachment Sheet", by; review one (1) month of the Client's bills from eligible Service Providers to determine an estimated annual funding request, review of Client's current annual contract(s) for eligible services, and/or review of new contract(s) for eligible services.
3. File Forms – Infinity will prepare and file the following forms required by USAC's School and Library Division to receive E-rate Category One Telecommunications and Internet Access funding: Form 470, Form 471, and Form 486.
4. Administration of PIA Process – Infinity will assist the Client in responses to and delivery of the required documentation for USAC's "Program Integrity Assurance" (PIA) information requests.
5. Service Provider Collections – Infinity will prepare the Service Provider's required forms ("Discount Grids") to have the Client's eligible discounts added to the monthly Service Provider Bills (SPI Method), or prepare and file the Form 472 (BEAR Method) to have a reimbursement check issued for the eligible discount amount.
6. Application Status – Infinity will provide the Client with progress status on applications, reviews, and modifications, for the Client's open funding requests.

Request for Proposal (RFP) Management Services

1. Develop RFP Documents – Infinity will develop a Request for Proposal (RFP) for Category One Services in compliance with the Client's Local/State and the E-rate Program's procurement requirements. If newspaper publication is required, Infinity will assist the Client with compliance at least 20 days prior to receipt of responses to the Form 470.
2. RFP Tracking – Infinity will distribute and track, in electronic form only, the "RFP Documents" to prospective bidders thru Infinity's "Projects" website.
3. Administration of RFP Process – Infinity will prepare and distribute project clarification(s) and/or addenda(s) to address questions from prospective bidders.
4. Bid Opening – Infinity will conduct the opening of bid response(s). All bid openings will be held at Infinity's office, unless otherwise agreed upon between the Client and Infinity.
5. Bid Evaluation - Infinity will evaluate the bid responses based on the E-rate Program's requirements for the "Evaluation of Bids", and provide the Client with recommendations for the award of contract(s).
6. Contract Administration – Infinity will collect the documents necessary for the award of contract from the successful bidder and coordinate the delivery to the Client for execution.

Audit Assistance

1. Document Retention – Infinity will maintain a copy of the documents required for E-rate Program's "Document Retention Policy", including; "Pre-bidding Process", "Bidding Process", "Award of Contracts", "Application Process", "Purchase and Delivery of Service", "Invoicing", "Inventory", and "Forms and Rules Compliance", for up to 10 years from the last date of service.
2. Document Assistance – Infinity will assist the Client in the preparation and delivery of the Auditor requested documentation.
3. Support Services – Infinity will represent the Client during all E-rate Audits.



CLIENT'S RESPONSIBILITIES

The Client's responsibilities, for the successful completion of our **Category One E-rate Consulting Services**, shall include:

1. Appointing a representative to act on their behalf, with respect to this agreement and the subsequent projects, who has the authority to render decisions and approve Requests from Infinity, in a timely manner as not to cause unreasonable delay in the progress of Infinity's service.
2. Provide Infinity with reasonable access to the site, if applicable, to allow Infinity the ability to perform the work detailed in this agreement.
3. Provide Infinity all information, required for the successful completion of the agreed service, within 10 days, after the receipt of a request from Infinity. This includes at a minimum, but not limited to; Copies of Monthly Service Provider Bills, Copies of Service Provider Contracts, Approved Free & Reduced Lunch numbers, Budget Information, Copy of Approved Technology Plan, Copy of CIPA Compliance, and "Authorized Contact" information.
4. Provide a Letter of Authorization (LOA), authorizing Infinity, to act on the Client's behalf to file E-rate forms and respond to the USAC's request for information.
5. Sign and certify the E-rate forms required for the Client's application for funding, in a timely manner, as not to cause a failure to comply with the E-rate Program's time sensitive deadlines.
6. For New Contracted Services or Month to Month Services, *only*
 - a. Conduct an "Open and Competitive" bid process, to comply with all applicable Local/State/Federal/E-rate Program procurement requirements, and bidding laws for all "new" requested services and contracts: including, but not limited to, publication of notice of the request for proposal in a newspaper of general circulation twice at least 10 days prior to receipt of the responses.
 - b. Conduct a non-bias bid evaluation, per the E-rate Program's "Evaluations of Bid" requirements, for all bid responses received as the result of posting a Form 470 (RFP).
 - c. Comply with all Local/State/Federal/E-rate Program requirements for the Award of Contract(s), including waiting a minimum of 28 days (after the filing of the Form 470 or RFP, whichever comes later) to execute contracts and/or to submit a Form 471 for the requested service.
 - d. Provide Infinity copies of all documents pertaining to an award of contract for each funding request, to comply with the E-rate Program's "Document Retention Policy", including but not limited to: Bidding Documents, Evaluation of responses, Board Meeting Minutes, Copies of the winning bidder's response, and Bidder's Item 21 Attachment Sheet.
7. Require the Service Provider, for the eligible services the Clients is entitled to receive California Teleconnect Fund (CTF) support, to invoice USAC by the SPI Method (Form 474).
8. Maintain and update an "Equipment Asset Register" (EAR). The EAR shall detail the make, model, serial number, and location of all equipment purchased with the support of the Universal Services Fund (E-rate Program). The Client will provide Infinity a copy of the EAR for compliance with the "Inventory" section of E-rate's "Document Retention Policy".
9. Maintain and update a "Service Provider Reimbursement Reconciliation" (SPRR) spread sheet. The SPRR shall include, by FRN(s), the total amount of funds associated with each reimbursement, and/or the total amount of discounts (in the form of discounted bills, checks, or credits) received from the Service Provider. The Client will provide Infinity a copy of the SPRR for compliance with the "Invoicing" section of E-rate's "Document Retention Policy".
10. Retain documents, for each funding request, related to the "Pre-bidding Process", "Bidding Process", "Award of Contracts", "Application Process", "Purchase and Delivery of Service", "Invoicing", "Inventory", and "Forms and Rules Compliance" for a period of at least 10 years from the last date of service.

*** In the event that something unforeseen happens that is not covered under PROJECT ATTACHMENT #0292-16A with this contract, an additional fee will be negotiated before any additional services are provided.**

INFINITY

COMMUNICATIONS AND CONSULTING

TERM OF CONTRACT:

This Agreement is for a term of 3 years, with an expiration date of June 30, 2019.

Infinity's fee will be an annual flat rate fee of \$13,000.00. Infinity's Services Fee includes our Category One E-rate Consulting Services for all existing categories of services.

Standard Hourly Rates Schedule

For additional works that is required outside the scope of the original project, the hourly rates listed will be charged. Standard Hourly Rates are subject to review and adjustment. The hourly rates effective on the date of the Agreement are:

Principal	\$175.00/hour
Sr. Systems Designer	\$145.00/hour
Systems Designer	\$105.00/hour
CAD Operator	\$58.00/hour
Sr. Construction Manager	\$125.00/hour
Construction Manager	\$95.00/hour
Contracts Administrator	\$61.00/hour
Erate Consultant	\$140.00/hour
Erate Specialist, III	\$90.00/hour
Erate Specialist, II	\$72.00/hour
Erate Specialist, I	\$51.00/hour
Support Staff	\$48.00/hour

Reimbursable Expenses Schedule

Reimbursable Expense rates are subject to annual review and adjustment. The rates effective on the date of the Agreement are:

Newspaper Advertisement	at cost + 15%
8"x11" Copies/Impression	\$0.05/sheet
Blue Print Copies	at cost + 15%
Reproducible Copies (Mylar)	at cost + 15%
Reproducible Copies (Paper)	at cost + 15%
Long Distance Phone Calls	at cost + 15%
Legal Counsel	at cost + 15%
Travel Expenses:	
Mileage (auto)	\$0.54/mile
Airfare	at cost + 15%
Meals	at cost + 15%
Lodging	at cost + 15%
Standard Labor Rate	See Hourly Rate Schedule Above

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written below

Infinity Communications & Consulting, Inc.

Tipton Elementary School District

Signature

October 31, 2016

Date

Signature

Date

Martin Skjiby

General Manager

Title

Name

Title

P.O. Box 999, Bakersfield, Ca. 93302

Address/City/State/Zip

Address/City/State/Zip

82-0573429

Federal Tax ID#

Federal Tax ID#

4. ADMINISTRATIVE: Action items:

4.2 Approval of Super Co-Op Application

SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

25210 Anza Drive, Santa Clarita, California 91355 Ph (661)295-1574 Fax (661)295-0981

Erika Mendoza
Tipton Unified School District
PO Box 787
Tipton, CA 93272

December 2, 2016

Re: Application for Super Co-Op Membership for SY2017-18

Dear Erika,

Thank you for your application for membership in the Super Co-Op, A California USDA Foods Cooperative. The Governing Council met recently and reviewed the information provided. I am happy to inform you that your district has been accepted for membership for SY2017-18. I have your signed "Assignment of USDA Foods" agreement and will inform the California Department of Education of your change of receipt of USDA Foods. A copy of that document is attached for your records.

Please plan to attend one of our food shows and annual meetings in 2017:

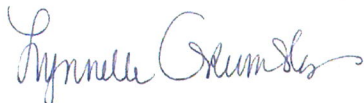
January 19 – Pomona Fairplex

February 2 – Modesto Center Plaza

I have attached information to assist you with registration.

You will be contacted in early 2017 with further information to prepare for 2017-18 orders.

Sincerely,



Dr. Lynnelle Grumbles, RDN, SNS
Chief Administrative Officer
Santa Clarita Valley School Food Services Agency
Lead Agency, SUPER Co-Op
Ph (661) 295-2574 x103
Email - lgrumbles@scvsfsa.net

OCT 31 2016

SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

25210 Anza Drive
Santa Clarita, California 91355

**ASSIGNMENT OF USDA FOODS
Super Co-Op**

This assignment is made and entered into this 2nd day of December, 2016, between Tipton Elementary School ("Assignor") and the Santa Clarita Valley School Food Services Agency ("Assignee") (collectively the "parties") to commence services July 1, 2017.

WHEREAS, Assignor is a member agency of the Super USDA Foods Cooperative ("Super Co-Op"), a California cooperative consisting of public school agency members for the purpose of obtaining USDA Foods for school meals.

WHEREAS, Assignee is the Lead Agency of the Super Co-Op with authority to contract for USDA Foods and related services on behalf of Assignor.

NOW, THEREFORE the parties agree as follows:

1. Both parties must remain eligible for receipt of United States Department of Agriculture donated commodity foods (USDA Foods) as determined by the California Department of Education, Nutrition Services Division.
2. Entitlement and "Fair Share" of USDA Foods, based on the Total Lunches Served (TLS) of the Assignor is assigned to the Assignee.
3. The Assignee is responsible for the ordering, receiving, storing and distribution of all USDA Foods, on behalf of the Assignor, according to policy and regulation as designated by the California Department of Education, Nutrition Services Division and the USDA.
4. The Assignee will maintain an inventory management system that will fully account for all USDA Foods, including all raw food items in storage as well as raw and processed product held at a processor.
5. Should a loss of USDA Foods being held for the Assignor occur, due to/ but not limited to theft, spoilage, etc., the Assignee is responsible to the California Department of Education, Nutrition Services Division and/or the USDA for the Fair Market Value of that food item(s).

The reporting of any loss of USDA Foods is the responsibility of the Assignee.

6. Both the Assignee and Assignor are responsible for compliance with USDA and the California Department of Education, Nutrition Services Division policies and regulations.

7. The Fee to be paid by Assignor directly to the Lead Agency/Assignee will be:
 - a) First year fee shall be 0.4% of current year USDA Foods estimated entitlement.
 - b) An Annual Renewal Fee beginning the 2nd year of membership shall be 0.3% of the current year USDA Foods estimated entitlement.
 - c) \$0.80 per case/unit of USDA Foods accepted and diverted for State Administrative Fee (Assignee collects via Co-Op Administrator and pays this fee to the State of California on behalf of the Member District.)
 - d) The Governing Council may levy special assessments to cover any unexpected expenses. These fee(s) shall be based on the individual member's annual entitlement and cannot exceed 0.1% of the member's entitlement.
 - e) All fees subject to change as approved by the Super Co-Op Governing Council.
8. Member Districts agree to abide by the current Super Co-Op Governing Rules as maintained by the Governing Council.
9. This assignment will remain in force until such time as written notification has been given by the Assignor to the Assignee, USDA, and California Food Distribution Division of its termination. Termination requires notice to be given by December 10 of the year prior to June 30 separation date.
10. With respect to the Assignee's performance of work under this assignment, the Assignee shall indemnify, pay for the defense of, and hold harmless the Assignor and its officers, agents and employees of and from all liabilities, claims, debts or damages of any nature or sort that may arise out of the Assignee's negligent or willful acts and/or omissions under this assignment.
11. All notices to be given by the parties hereto shall be in writing and served by depositing the same in the United States Post Office as follows:

To the Assignee:

Santa Clarita Valley School Food Services Agency – Lead Agency for the Super Co-Op	
Contact Person	Dr. Lynnelle Grumbles
Contact Title	Chief Executive Officer
Street Address	25210 Anza Drive
City/State/Zip	Santa Clarita, California 91355
Telephone/Fax	(TEL) 661-295-1574 x103 (FAX) 661-295-0981
Email	lgrumbles@scvsfsa.net

To the Assignor:

Recipient Agency/Member District	Tipton Elementary
Vendor Number	722100
Contact Name	Errika Mendez
Contact Title	Food Services Manager
Mailing Address	P.O. Box 787
City/State/Zip	Tipton CA, 93272
Delivery Address	370 N. Evans St.
City/State/Zip	Tipton CA, 93272
Telephone	(559) 752-4213
Fax	(559) 752-4568
Email	

To the California Department of Education:

California Department of Education Nutrition Services Division	
Contact Name	Marina Soto Direct Shipment and Private Cooperative Coordinator
Street Address	1430 N Street, Suite 4503
City/State/Zip	Sacramento, Ca 95814-5901
Telephone	(TEL) 916-324-0577
Fax	(FAX) 916-327-4004
Email	msoto@cde.ca.gov

11. If this assignment is terminated for any reason by either party the Assignor will continue to receive their USDA Foods from the Assignee for the remainder of the school year in which the termination is made and for any food already ordered for the subsequent school year.
Termination of this assignment shall not be effective until written notice is provided by Assignee pursuant to paragraph 10.
12. The Assignee shall maintain such general liability, property damage, workers' compensation, auto insurance, and any other insurance as is required to protect the Assignee's and the Assignor's interests regarding the USDA Foods.
13. The parties may amend this assignment in writing, by mutual consent.
14. This assignment shall only be effective upon approval in writing by the Assignee's and Assignor's respective Board of Directors.

**Santa Clarita School Food Services Agency
Super Cooperative Lead Agency
Assignee**

**[Recipient School District Name]
Assignor**

Lynnelle Grumbles

Print Name

Chief Executive Officer

Title

Lynnelle Grumbles

Signature

12/2/2016

Date

Errika Mendoza

Print Name

Food Services Manager

Title

Dee Rudge

Signature

10/31/2016

Date

5. FINANCE: Action items:

5.1 Vendor Payments

APY Input List

1/31/2017

Entered by: anthonyh

Vendor	RefNo	InvoiceDate	InvoiceNo	AccountCode	Amount
14261 ABATE A WEED	170764	12/30/2016	729254	010-81500-0-00000-81000-58000-0	\$600.00
013971 ALMEIDA, VIRGINIA	PV-170788	1/20/2017	STC SUPPLY REIMB.	010-90336-0-11100-10000-43000-0	\$78.83
013971 ALMEIDA, VIRGINIA	PV-170786	1/20/2017	NOV. STC MILEAGE	010-90336-0-11100-10000-52000-0	\$27.00
013971 ALMEIDA, VIRGINIA	PV-170787	1/20/2017	DEC. STC MILEAGE	010-90336-0-11100-10000-52000-0	\$50.22
13036 AMERICAN FIDELITY	170724	1/5/2017	DEC 2016 LTD CLASS.	010-00000-0-00000-00000-95024-0	\$353.56
012788 ARAMARK UNIFORM SERVICES INC	PV-170781	12/22/2016	000601222969	010-00000-0-00000-81000-55000-0	\$213.10
012788 ARAMARK UNIFORM SERVICES INC	PV-170782	12/29/2016	000601230171	010-00000-0-00000-81000-55000-0	\$211.76
012788 ARAMARK UNIFORM SERVICES INC	PV-170783	1/12/2017	601244726	010-00000-0-00000-81000-55000-0	\$205.91
012788 ARAMARK UNIFORM SERVICES INC	PV-170784	1/19/2017	601251982	010-00000-0-00000-81000-55000-0	\$212.14
013905 AT&T	PV-170840	1/4/2017	55906870222100640	010-00000-0-00000-82000-59000-0	\$133.69
013903 A-Z BUS SALES	PV-170785	1/10/2017	02P423154	010-07230-0-00000-36000-43000-0	\$713.90
14101 B&B PEST CONTROL SERVICE	170766	12/29/2016	01-TIP-12	010-00000-0-00000-36000-43000-0	\$170.00
12360 BOARD OF EQUALIZATION	170765	1/12/2017	57-415488	010-07230-0-00000-36000-58000-0	\$16.55
13619 CDW GOVERNMENT, INC.	170725	12/15/2017	GHK8144	010-07200-0-11100-10000-43000-0	\$717.60
13619 CDW GOVERNMENT, INC.	170726	12/16/2017	GHP7406	010-07200-0-11100-10000-43000-0	\$206.81
013619 CDW GOVERNMENT, INC.	PV-170789	1/10/2017	GMJ6302	010-07200-0-11100-10000-43000-0	\$742.31
12602 COLSON AUTO PARTS	170727	12/22/2016	844384	010-07230-0-00000-36000-43000-0	\$7.51
12602 COLSON AUTO PARTS	170728	12/22/2016	844396	010-07230-0-00000-36000-43000-0	\$53.01
12602 COLSON AUTO PARTS	170729	12/22/2016	844383	010-07230-0-00000-36000-43000-0	\$131.53
12602 COLSON AUTO PARTS	170730	12/22/2016	844393	010-07230-0-00000-36000-43000-0	\$53.01
12602 COLSON AUTO PARTS	170731	12/20/2016	844132	010-07230-0-00000-36000-43000-0	\$67.93
12602 COLSON AUTO PARTS	170769	1/9/2017	846385	010-07230-0-00000-36000-43000-0	\$25.43
12602 COLSON AUTO PARTS	170770	1/9/2017	846333	010-07230-0-00000-36000-43000-0	\$69.95
12602 COLSON AUTO PARTS	170771	1/5/2017	845867	010-07230-0-00000-36000-43000-0	\$71.14
012602 COLSON AUTO PARTS	PV-170790	1/13/2017	846891	010-07230-0-00000-36000-43000-0	\$32.84
012602 COLSON AUTO PARTS	PV-170791	1/9/2017	846377	010-07230-0-00000-36000-43000-0	\$378.72
13796 E.M. THARP, INC.	170772	1/5/2017	P808615	010-07230-0-00000-36000-43000-0	\$165.98
5481 EMPLOYMENT DEVELOPMENT DEPT.	170776	1/12/2017	4TH QTR 2016 SUI	010-00000-0-00000-00000-95025-0	\$466.05
13831 F & M BANK VISA-California Labor Law Posters	170780	1/12/2017	4330811040007877	010-00000-0-00000-72000-43000-0	\$76.62
13831 F & M BANK VISA-Finance Charge	170780	1/12/2017	4330811040007877	010-00000-0-00000-72000-58000-0	\$26.26
013831 F & M BANK VISA-Finance Charge		12/6/2016	4330811040007869	010-00000-0-00000-72000-58000-0	\$9.41
013831 F & M BANK VISA-Finance Charge		12/6/2016	4330811040007885	010-00000-0-00000-72000-58000-0	\$11.63
13831 F & M BANK VISA-Premiere Elemnts 15 Software	170780	1/12/2017	4330811040007877	010-00000-0-11100-10000-43000-0	\$2,499.75
013831 F & M BANK VISA-Paper Cardstock-Michaels	PV-170821	12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$24.52
013831 F & M BANK VISA-Ceremony Supplies		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$19.34
013831 F & M BANK VISA-Ceremony Supplies		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$4.71
013831 F & M BANK VISA-Ceremony Supplies		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$78.97
013831 F & M BANK VISA-Ceremony Supplies		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$29.18
013831 F & M BANK VISA-Ceremony Supplies		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$99.98
013831 F & M BANK VISA-Paper		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$69.19
013831 F & M BANK VISA-Ceremony Supplies		12/6/2016	4330811040007885	010-00000-0-11100-10000-43000-0	\$33.17

013831	F & M BANK VISA-Postage	PV-170820	12/6/2016	4330811040007869	010-00000-0-11100-10000-59000-0	\$9.28
013831	F & M BANK VISA-District Supplies		12/6/2016	4330811040007869	010-11000-0-11100-10000-43000-0	\$269.20
013831	F & M BANK VISA-CAASPP Institute Registration		12/6/2016	4330811040007869	010-30100-0-11100-10000-58000-0	\$300.00
13831	F & M BANK VISA-ASES Supplies	170780	1/12/2017 12:00:00 AM	4330811040007877	010-60100-0-11100-10000-43000-0	\$280.34
013831	F & M BANK VISA-ASES Supplies	PV-170818	1/20/2017	4330811040007869	010-60100-0-11100-10000-43000-0	\$292.51
013590	Flipside Products Inc	PV-170831	10/21/2016	S22315	010-00000-0-11100-10000-43000-0	\$284.74
14264	GBR TRANSPORT INC	170732	12/20/2017 12:00:00 AM	19617	010-81500-0-00000-81000-58000-0	\$135.00
011961	GIOTTOS ALARM TECH	PV-170829	1/19/2017	113448	010-81500-0-00000-81000-58000-0	\$149.99
13943	GUERRERO, MIGUEL	170777	1/12/2017 12:00:00 AM	ACSA MILEAGE RIEMB.	010-00000-0-00000-71000-52000-0	\$53.50
014164	IEC POWER LLC	PV-170793	1/4/2017	TESD-ADDSVC-01	010-99900-0-00000-81000-58000-0	\$808.00
014117	INGRAM BAND SUPPLY, LLC	PV-170794	1/18/2017	4020	010-07200-0-11330-10000-43000-0	\$56.32
014244	J & E DIESEL	PV-170795	1/5/2017	INV0068	010-07230-0-00000-36000-58000-0	\$225.00
3013	JORGENSEN & COMPANY	170733	12/22/2016 12:00:00 AM	5635425	010-00000-0-00000-81000-58000-0	\$104.00
3013	JORGENSEN & COMPANY	170734	12/22/2016 12:00:00 AM	5635424	010-00000-0-00000-81000-58000-0	\$1,519.10
014143	LEGO EDUCATION	PV-170841	12/20/2016	1190223315	010-07200-0-11100-10000-43000-0	\$116.59
014143	LEGO EDUCATION	PV-170842	12/25/2016	1190224099	010-07200-0-11100-10000-43000-0	\$116.59
13961	LOWE'S	170735	12/30/2016 12:00:00 AM	8116	010-81500-0-00000-81000-43000-0	\$53.32
13961	LOWE'S	170736	12/27/2016 12:00:00 AM	8352	010-81500-0-00000-81000-43000-0	\$117.18
13961	LOWE'S	170737	12/15/2016 12:00:00 AM	8087	010-81500-0-00000-81000-43000-0	\$70.43
13961	LOWE'S	170738	12/19/2017 12:00:00 AM	7363	010-81500-0-00000-81000-43000-0	\$295.33
013961	LOWE'S	PV-170796	1/17/2017	8460	010-81500-0-00000-81000-43000-0	\$27.12
012270	LOZANO SMITH	PV-170797	1/9/2017	2019441	010-00000-0-00000-71000-58000-0	\$98.70
014248	LUKE ANTHONY SMITH	PV-170812	1/18/2017	123	010-00000-0-00000-72000-58000-0	\$742.50
014092	MEDICAL BILLING TECH, INC.	PV-170798	12/19/2016	AR-20989	010-56400-0-11100-10000-58000-0	\$52.68
013882	MOBILE MODULAR MGT. CORP.	PV-170799	12/30/2016	1206793	010-00000-0-00000-81000-56000-0	\$474.00
013882	MOBILE MODULAR MGT. CORP.	PV-170800	12/30/2016	1206794	010-00000-0-00000-81000-56000-0	\$474.00
013882	MOBILE MODULAR MGT. CORP.	PV-170801	12/30/2016	1206812	010-00000-0-00000-81000-56000-0	\$433.00
11531	MORRIS LEVIN & SON	170739	12/14/2016 12:00:00 AM	50067196	010-00000-0-00000-81000-58000-0	\$239.86
011912	NASCO	PV-170838	10/26/2016	233378	010-11000-0-11100-10000-43000-0	\$846.05
12836	OFFICE DEPOT, INC.	170741	1/5/2017 12:00:00 AM	MULT-INV	010-11000-0-11100-10000-43000-0	\$336.10
012836	OFFICE DEPOT, INC.	PV-170823	1/20/2017	MULT-INV	010-11000-0-11100-10000-43000-0	\$322.88
14179	PITNEY BOWES	170743	12/13/2016 12:00:00 AM	8000-9090-0896-7114	010-00000-0-00000-72000-59000-0	\$133.86
14179	PITNEY BOWES	170744	12/11/2016 12:00:00 AM	1002688344	010-00000-0-00000-72000-59000-0	\$112.77
014179	PITNEY BOWES	PV-170832	1/23/2017	8000-9090-0896-7144	010-00000-0-00000-72000-59000-0	\$29.56
014094	PROFESSIONAL PRINT & MAIL	PV-170805	1/6/2017	86896	010-07230-0-00000-36000-58000-0	\$266.20
12434	SCHOLASTIC INC	170757	12/9/2016 12:00:00 AM	14297751	010-30100-0-11100-10000-43000-0	\$215.77
12434	SCHOLASTIC INC	170758	12/14/2016 12:00:00 AM	14321520	010-30100-0-11100-10000-43000-0	\$9.63
14111	SISC	170753	1/5/2017 12:00:00 AM	JAN 2017 HW	010-00000-0-00000-00000-95024-0	\$59,764.29
14111	SISC	170755	1/5/2017 12:00:00 AM	JAN 2017 HW RETIRED	010-00000-0-00000-00000-95028-0	\$4,431.20
14111	SISC	170754	1/5/2017 12:00:00 AM	JAN HW BOARD MEM	010-00000-0-00000-71000-34020-0	\$6,627.40
5383	SOUTHERN CALIF EDISON CO	170745	1/5/2017 12:00:00 AM	2-01-784-2345	010-99900-0-00000-81000-55000-0	\$2,125.24
5383	SOUTHERN CALIF EDISON CO	170746	1/5/2017 12:00:00 AM	2-01-784-2667	010-99900-0-00000-81000-55000-0	\$352.35
5383	SOUTHERN CALIF EDISON CO	170747	1/5/2017 12:00:00 AM	2-01-784-2188	010-99900-0-00000-81000-55000-0	\$96.13

005383	SOUTHERN CALIF EDISON CO	PV-170825	1/23/2017	2-01-7842188	010-99900-0-00000-81000-55000-0	\$123.48
005383	SOUTHERN CALIF EDISON CO	PV-170826	1/23/2017	2-01-784-2345	010-99900-0-00000-81000-55000-0	\$2,525.24
005383	SOUTHERN CALIF EDISON CO	PV-170827	1/23/2017	2-01-784-2667	010-99900-0-00000-81000-55000-0	\$77.95
13902	SOUTHWEST SCH. & OFFICE SUPPLY	170756	12/15/2016	12:00:00 AM	010-00000-0-11100-10000-43000-0	\$64.80
013902	SOUTHWEST SCH. & OFFICE SUPPLY	PV-170806	12/19/2016	PINV0223944	010-00000-0-11100-10000-43000-0	\$187.80
014105	SPENCE FENCE COMPANY, INC.	PV-170828	1/12/2017	7499	010-81500-0-00000-81000-43000-0	\$275.00
014212	SPRIGEO INC	PV-170816	1/12/2017	1387	010-07200-0-11100-10000-58000-0	\$150.00
14197	Stanton Office Machine Company	170752	12/27/2016	12:00:00 AM	010-00000-0-00000-72000-43000-0	\$62.42
14197	Stanton Office Machine Company	170749	12/27/2016	12:00:00 AM	010-00000-0-11100-10000-43000-0	\$171.55
14197	Stanton Office Machine Company	170750	12/27/2016	12:00:00 AM	010-00000-0-11100-10000-43000-0	\$45.06
14197	Stanton Office Machine Company	170751	12/27/2016	12:00:00 AM	010-00000-0-11100-10000-43000-0	\$73.53
014197	Stanton Office Machine Company	PV-170809	1/10/2017	INV26479	010-00000-0-11100-10000-43000-0	\$25.21
13267	Supplyworks	170748	12/20/2016	12:00:00 AM	010-81500-0-00000-81000-43000-0	\$226.71
013267	Supplyworks	PV-170810	12/13/2016	387069560	010-81500-0-00000-81000-43000-0	\$70.18
013267	Supplyworks	PV-170811	12/13/2016	386427116	010-81500-0-00000-81000-43000-0	\$241.96
5388	THE GAS COMPANY	170759	1/5/2017	12:00:00 AM	010-81500-0-00000-81000-43000-0	\$1,200.38
005388	THE GAS COMPANY	PV-170830	1/23/2017	108-416-9100-8	010-00000-0-00000-81000-55000-0	\$1,065.59
005760	TIPTON COMMUNITY SERVICES DIST	PV-170833	12/31/2017	100-400-02 Dec 2016	010-00000-0-00000-81000-55000-0	\$537.81
005763	TIPTON SCH REV CASH FUND	PV-170819	12/6/2016	SWPP POSTAGE	010-00000-0-00000-72000-59000-0	\$22.95
013241	TIPTON SCHOOL STUDENT BODY	PV-170817	1/20/2017	5th Grade - Amtrack	010-07200-0-11100-10000-58000-0	\$1,500.00
013463	TULARE COUNTY OFFICE OF EDUCAT	PV-170813	12/28/2016	171414	010-00000-0-00000-31400-58000-0	\$80.00
12324	TULE TRASH COMPANY	170760	12/29/2016	12:00:00 AM	010-00000-0-00000-81000-55000-0	\$1,971.80
013496	VALLEY PACIFIC PET. SERV., INC	PV-170815	1/4/2017	INV-480118	010-07230-0-00000-36000-43000-0	\$626.41
13333	VERIZON WIRELESS	170762	12/19/2016	12:00:00 AM	010-00000-0-00000-81000-59000-0	\$502.82

General Fund Total Expenditures Up To February 1, 2017

						\$104,455.57
3676	American Incorporated	170763	11/30/2016	12:00:00 AM	130-53100-0-00000-37000-44000-0	\$2,141.07
13412	AUTO-CHLOR SYS.OF FRESNO, INC.	PV-170681	11/28/2016	12:00:00 AM	130-53100-0-00000-37000-56000-0	\$70.20
14101	B&B PEST CONTROL SERVICE	170767	1/12/2017	12:00:00 AM	130-53100-0-00000-81000-55000-0	\$40.00
014101	B&B PEST CONTROL SERVICE	PV-170691	11/23/2016	12:00:00 AM	130-53100-0-00000-81000-55000-0	\$40.00
13354	CALIFORNIA DEPT. OF EDUCATION	170768	10/31/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$62.40
013831	F & M BANK VISA-Cafeteria Supplies	170632	12/21/2016	12:00:00 AM	130-53100-0-00000-37000-43000-0	\$61.85
14246	FRESNO PRODUCE INC	170773	1/9/2017	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$737.67
14246	FRESNO PRODUCE INC	170774	1/9/2017	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$91.50
14246	FRESNO PRODUCE INC	170775	1/10/2017	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$38.25
014246	FRESNO PRODUCE INC	PV-170822	1/17/2017	840606	130-53100-0-00000-37000-47000-0	\$91.50
14246	FRESNO PRODUCE INC	170653	11/28/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$433.77
14246	FRESNO PRODUCE INC	170654	12/5/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$91.50
14246	FRESNO PRODUCE INC	PV-170678	12/5/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$148.14
014246	FRESNO PRODUCE INC	170633	12/12/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$91.50
14246	FRESNO PRODUCE INC	170634	11/28/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$91.50
14246	FRESNO PRODUCE INC	170655	11/21/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$432.63
012921	GOLD STAR FOODS INC.	PV-170792	1/12/2017	1906419	130-53100-0-00000-37000-47000-0	\$1,125.09
012921	GOLD STAR FOODS INC.	PV-170804	1/19/2017	1911896	130-53100-0-00000-37000-47000-0	\$1,180.17
12921	GOLD STAR FOODS INC.	PV-170693	12/8/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$524.31
012921	GOLD STAR FOODS INC.	PV-170694	8/18/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$1,698.29
012921	GOLD STAR FOODS INC.	170662	12/15/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$1,271.43
13191	PRODUCERS	170742	12/24/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$81.76
013191	PRODUCERS	PV-170803	1/14/2017	20858645	130-53100-0-00000-37000-47000-0	\$703.29
013191	PRODUCERS	PV-170837	1/21/2017	20866457	130-53100-0-00000-37000-47000-0	\$1,066.14
13191	PRODUCERS	PV-170699	12/3/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$447.56
013191	PRODUCERS	PV-170703	12/17/2016	12:00:00 AM	130-53100-0-00000-37000-47000-0	\$653.26

013191 PRODUCERS	170638	12/10/2016	12:00:00 AM	20853349	130-53100-0-00000-37000-47000-0	\$1,039.17
13191 PRODUCERS	170639	11/26/2016	12:00:00 AM	20848036	130-53100-0-00000-37000-47000-0	\$674.32
13191 PRODUCERS	PV-170715	11/19/2016	12:00:00 AM	20845372	130-53100-0-00000-37000-47000-0	\$836.40
013129 SCHOOL LUNCH PRODUCTS, INC.	PV-170836	1/17/2017		31353	130-53100-0-00000-37000-47000-0	\$446.88
013130 SYSCO FOOD SERVICES	PV-170807	1/10/2017		184036296	130-53100-0-00000-37000-47000-0	\$3,150.12
013130 SYSCO FOOD SERVICES	PV-170808	1/17/2017		184042458	130-53100-0-00000-37000-47000-0	\$1,929.51
013130 SYSCO FOOD SERVICES	PV-170716	11/29/2016	12:00:00 AM	611291051	130-53100-0-00000-37000-47000-0	\$2,831.60
013130 SYSCO FOOD SERVICES	PV-170717	11/8/2016	12:00:00 AM	611080942	130-53100-0-00000-37000-47000-0	\$3,795.31
013130 SYSCO FOOD SERVICES	PV-170707	12/6/2016	12:00:00 AM	184002176	130-53100-0-00000-37000-47000-0	\$1,564.93
013130 SYSCO FOOD SERVICES	PV-170712	11/15/2016	12:00:00 AM	611151103	130-53100-0-00000-37000-47000-0	\$105.12
12324 TULE TRASH COMPANY	170761	12/29/2016	12:00:00 AM	4585	130-53100-0-00000-81000-55000-0	\$1,404.24
012650 VALLEY FOOD SERVICE	PV-170814	1/9/2017		330783	130-53100-0-00000-37000-47000-0	\$821.54
012650 VALLEY FOOD SERVICE		12/12/2016	12:00:00 AM	329946	130-53100-0-00000-37000-47000-0	\$1,097.54
Cafeteria Fund Total Expenditures Up To February 1, 2017						
012971 LANE ENGINEERS INC.	PV-170839	1/1/2017		40834	210-99900-0-00000-85000-62000-0	\$33,111.46
13607 MANGINI ASSOCIATES, INC.	170740	11/30/2016	12:00:00 AM	8294	210-99900-0-00000-85000-62000-0	\$585.00
013607 MANGINI ASSOCIATES, INC.	PV-170802	12/31/2017		8362	210-99900-0-00000-85000-62000-0	\$68,017.07
14266 ORAL E. MICHAM INC	170778	12/25/2016	12:00:00 AM		LEASE PAYMENT #1	\$12,482.05
13883 THOMAS ARTHUR HIRST	170779	12/27/2016	12:00:00 AM	1	210-99900-0-00000-85000-62000-0	\$367,434.07
013342 TULARE COUNTY ENVIR. HEALTH	PV-170835	1/24/2017			TCEH MP FILING FEE	\$8,000.00
Building Fund Total Expenditures Up To February 1, 2017						
						\$456,678.19

TOTAL ACCOUNTS PAYABLE

\$594,245.22

5. FINANCE: Action items:

5.2 Budget Revisions

Budget Revision Report

Control Number: 13143355

Fund:	0100	General Fund	Account Classification	Approved / Revised	Change Amount	Proposed Budget
Revenues			010-00000-0-00000-00000-80110-0	\$4,318,177.00	\$12,697.00	\$4,330,874.00
Revenue Limit				\$4,318,177.00	\$12,697.00	\$4,330,874.00
Total Revenues				\$4,318,177.00	\$12,697.00	\$4,330,874.00
Expenditures						
			010-60100-0-00000-37000-47000-0	\$7,000.00	(\$7,000.00)	\$0.00
			010-60100-0-11100-10000-43000-0	\$4,010.26	\$4,575.70	\$8,585.96
Books and Supplies				\$11,010.26	(\$2,424.30)	\$8,585.96
			010-00000-0-00000-81000-52000-0	\$500.00	(\$500.00)	\$0.00
			010-00000-0-11100-10000-52000-0	\$1,000.00	\$1,500.00	\$2,500.00
			010-60100-0-11100-10000-52000-0	\$100.00	\$900.00	\$1,000.00
			010-60100-0-11100-10000-58000-0	\$5,475.70	\$1,524.30	\$7,000.00
Services, Other Operating Expenses				\$7,075.70	\$3,424.30	\$10,500.00
Total Expenditures				\$18,085.96	\$1,000.00	\$19,085.96
Budgeted Unappropriated Fund Balance before this adjustment:					\$2,150,079.04	
Total Adjustment to Unappropriated Fund Balance:					\$11,697.00	
Budgeted Unappropriated Fund Balance after this adjustment:					\$2,161,776.04	

Budget Revision Report

Control Number: 13143355

Account Classification	Approved / Revised	Change Amount	Proposed Budget
Fund: 1300 Cafeteria Special Revenue Fund Expenditures			
130-53100-0-00000-37000-43000-0	\$15,000.00	(\$500.00)	\$14,500.00
130-53100-0-00000-37000-44000-0	\$2,000.00	\$500.00	\$2,500.00
Books and Supplies	\$17,000.00	\$0.00	\$17,000.00
Capital Outlay			
130-53100-0-00000-81000-64000-0	\$0.00	\$146,000.00	\$146,000.00
Total Expenditures	\$17,000.00	\$146,000.00	\$163,000.00

Budgeted Unappropriated Fund Balance before this adjustment:

Total Adjustment to Unappropriated Fund Balance:

Budgeted Unappropriated Fund Balance after this adjustment:

\$169,730.78
(\$146,000.00)
\$23,730.78

Budget Revision Report

Control Number: 13143355

Account Classification	Approved / Revised	Change Amount	Proposed Budget
Fund: 2100 Building Fund Expenditures			
210-99900-0-00000-85000-62000-0	\$1,500,000.00	\$1,100,000.00	\$2,600,000.00
Capital Outlay	\$1,500,000.00	\$1,100,000.00	\$2,600,000.00
Total Expenditures	\$1,500,000.00	\$1,100,000.00	\$2,600,000.00

Budgeted Unappropriated Fund Balance before this adjustment:

\$1,291,476.35

Total Adjustment to Unappropriated Fund Balance:

(\$1,100,000.00)

Budgeted Unappropriated Fund Balance after this adjustment:

\$191,476.35

Budget Revision Report

Control Number: 13143355

Account Classification

Approved / Revised

Change Amount Proposed Budget

At a meeting of the school board on _____, the board approved the above budget account lines change to those amounts indicated in the proposed budget column.

Authorized by: _____
(County Office Use Only)
Updated at County Office on ____/____/____ by _____

7. Any Other Business-

7.1 Quarterly Board Policy Updates October 2016

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October 2016
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Note: Descriptions below identify 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 0410 - Nondiscrimination in District Programs and Activities

(BP revised)

Policy updated to reflect **NEW LAW** (AB 30, 2015) which, effective January 1, 2017, prohibits the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. Policy also adds language regarding the use of uniform complaint procedures to investigate and resolve any allegation of unlawful discrimination, expands the means by which notice of the district's nondiscrimination policy will be distributed, reflects **NEW LAW** (SB 1375, 2016) which requires districts to post specified information regarding Title IX on their web site by July 1, 2017, and adds the district's responsibility to make its web site accessible to individuals with disabilities.

BP 0420.41 - Charter School Oversight

(BP revised)

Policy updated to reflect a recommendation in the 2016 edition of CSBA's Charter Schools: A Guide for Governance Teams that the district not appoint a representative to serve on the board of directors of a nonprofit public benefit corporation that operates a charter school, but rather implement other means of fulfilling its oversight responsibilities. Section on "Monitoring Charter School Performance" updated to delete references to the Academic Performance Index and federal measure of Adequate Yearly Progress, and to reflect **NEW LAW** (SB 828, 2016) which requires charter schools to submit an annual update of their local control and accountability plan. Policy also revised to reflect the Every Student Succeeds Act (P.L. 114-95) which provides for a new system of school support and improvement for Title I schools, including charter schools, beginning in the 2017-18 school year.

BP 4151/4251/4351 - Employee Compensation

(BP revised)

Policy updated to add new section on "Overtime Compensation" and to reflect **NEW FEDERAL REGULATIONS** (81 Fed. Reg. 32391) which adjust the salary level at which employees become eligible to receive overtime pay. Policy also revised to reflect the requirement to classify nonadministrative, nonsupervisory certificated employees on the salary schedule based on years of training and experience, the prohibition against paying certificated employees different salaries solely on the basis of the grade levels they teach, the board's authority to determine the frequency and schedule of salary payments for employees who work less than 12 months per year, and the requirement to post a notice of federal minimum wage provisions.

AR 4157.1/4257.1/4357.1 - Work-Related Injuries

(BP deleted; AR added)

Policy moved to administrative regulation and updated to clarify notification requirements, including requirements related to (1) the method and timeline for notifications; (2) availability of notifications in both English and Spanish; (3) notice to an employee who is a victim of crime at the workplace that he/she may be potentially eligible for workers' compensation benefits; (4) the filing of a report of work-related injury or illness with the district's insurer or, if the district is self-insured, with the Department of Industrial Relations (DIR); (5) notice to the DIR's Division of Occupational Safety and Health of any work-related death or serious injury/illness; and (6) the posting of workers' compensation information in a conspicuous location frequented by employees.

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AR 5125.3 - Challenging Student Records

(AR revised)

Regulation reorganized and updated to reflect the requirement to notify a parent/guardian when the superintendent corrects or removes a student record following an appeal in which the board grants the parent/guardian's request. Regulation also adds material on the composition and conduct of the hearing panel that may be established to assist in making determinations regarding challenges to student records.

AR 5148 - Child Care and Development

(AR revised)

Regulation updated to reflect **NEW LAW** (SB 792, 2015) which requires employees and volunteers at a child care center to be immunized against influenza, pertussis, and measles, with specified exemptions. Regulation revised to reflect **NEW LAW** (SB 277, 2015) which eliminates the personal beliefs exemption for immunization of enrolled children unless a letter or affidavit was submitted by January 1, 2016, in which case the exemption will only be effective until the child reaches the next grade span. Regulation also reflects **NEW LAW** (AB 982, 2015) which authorizes the district liaison for homeless students, a Head Start program, or a transitional shelter to identify a child in need of subsidized child care services.

AR 5148.3 - Preschool/Early Childhood Education

(AR revised)

Regulation updated to reflect **NEW LAW** (SB 792, 2015) which requires employees and volunteers at a preschool to be immunized against influenza, pertussis, and measles, with specified exemptions. Regulation also reflects **NEW LAW** (AB 982, 2015) which expands the list of entities that can identify a child in need of subsidized preschool to include the district liaison for homeless children and youth, a Head Start program, or a transitional shelter.

BP 6142.4 - Service Learning/Community Service Classes

(BP revised)

Policy updated to emphasize the academic benefits of service learning or community service classes, reflect the inclusion of service learning in the History-Social Science Framework for California Public Schools adopted by the State Board of Education in July 2016, reflect the elimination of state and federal sources of funding for service learning, and delete material on the development of a plan for service learning.

BP 6142.94 - History-Social Science Instruction

(BP revised)

Policy updated to reflect key concepts in the History-Social Science Framework for California Public Schools adopted by the State Board of Education in July 2016, including, but not limited to, a new emphasis on developing student's literacy skills within the context of history-social science instruction. Policy also reflects law that encourages the use of personal testimony through oral history, videos, or other multimedia formats and establishes requirements for personal testimony provided through oral histories.

AR 6143 - Courses of Study

(AR revised)

Regulation updated to add comprehensive sexual health education as a required course of study for grades 7-12 and to add optional topics of instruction authorized by law, including instruction on violence awareness and prevention, the Bracero program, and genocide. Regulation also reflects **NEW LAW** (AB 2016, 2016) which encourages a course in ethnic studies based on a model curriculum to be adopted by the State Board of Education by March 31, 2020 and **NEW LAW** (AB 1719, 2016) which requires instruction in cardiopulmonary resuscitation beginning in 2018-19 school year for any district that has established health education as a high school graduation requirement.

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BP/AR/E 6173 - Education for Homeless Children

(BP/AR/E revised)

Policy, regulation, and exhibits updated to reflect the federal McKinney-Vento Homeless Assistance Act as amended by the Every Student Succeeds Act (P.L. 114-95), as well as updated U.S. Department of Education non-regulatory guidance. Policy includes new material on the designation of a district liaison for homeless children and youth, identification of homeless students, confidentiality of student records containing information about a homeless student's living situation, and coordination of services with other entities. Policy also reflects new mandate to adopt policy to ensure participation by district liaisons and other appropriate staff in professional development and other technical assistance activities, and **NEW LAW** (SB 1068, 2016) which requires the California Department of Education (CDE) to provide specified informational and training materials to district liaisons. Regulation revises the definitions of "homeless student" and "school of origin," revises the duties of the district liaison, reflects requirement to provide the district liaison's contact information to the CDE and other specified persons, provides that a homeless student will be immediately enrolled even if he/she misses application or enrollment deadlines, and revises the content of the written explanation of the district's decision related to eligibility, school selection, or enrollment. Exhibits updated to revise the content of the district's explanation of its decision(s) related to eligibility, school selection, or enrollment and to revise the dispute form for use by parents/guardians who choose to appeal the district's decision.

BP/AR 6185 - Community Day School

(BP/AR revised)

Policy updated to expand material related to program goals, collaboration with county offices of education and other districts in the development of a plan related to services for expelled students, and program evaluation. Material on location of the community day school moved from AR to BP and clarified. Regulation updated to streamline the process for involuntarily transferring a student into a community day school and to delete unnecessary details regarding facilities which reflected requirements applicable to all school facilities.

E 9323.2 - Actions by the Board

(E revised)

Minor revision made in E(1) to add requirement for two-thirds vote of the board when a K-8 district chooses to establish a community day school.

7. Any Other Business-

7.1 Quarterly Board Policy Updates December 2016

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December 2016

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Note: Descriptions below identify 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.

AR 1340 - Access to District Records

(AR revised)

Regulation updated to reflect **NEW LAW** (AB 2843, 2016) which prohibits disclosure of employees' personal cell phone numbers and birth dates, and **NEW LAW** (AB 2853, 2016) which authorizes the district, in response to a public records request, to post public records on its web site and refer the requesting member of the public to the location of the records on the web site. Regulation also revised to clarify access to documents containing names, salaries, and pension benefits of district employees and to records pertaining to claims and litigation against the district.

BP/AR 3311 - Bids

(BP/AR revised)

Policy and regulation updated to move some material into new BP/AR 3311.1 - Uniform Public Construction Cost Accounting Procedures, AR 3311.2 - Lease-Leaseback Contracts, AR 3311.3 - Design-Build Contracts, and AR 3311.4 - Procurement of Technological Equipment. Regulation also revises section on "Award of Contract" to expand the exceptions to awarding contracts based on lowest responsible bidder to include lease-leaseback contracts, which are based on "best value" as defined.

BP/AR 3311.1 - Uniform Public Construction Cost Accounting Procedures

(BP/AR added)

New policy and regulation include material formerly in BP/AR 3311 - Bids pertaining to requirements of the Uniform Public Construction Cost Accounting Act (UPCCAA). Policy also adds prohibition against splitting a project or purchase into smaller work orders in order to evade requirements for competitive bidding, and legal authority to suspend the UPCCAA bidding process for the replacement or repair of a school facility in cases of emergency. Regulation also clarifies the requirement to disseminate the bid notice to the district's list of contractors.

AR 3311.2 - Lease-Leaseback Contracts

(AR added)

New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for awarding lease-leaseback contracts. Material significantly revised to reflect **NEW LAW** (AB 2316, 2016) which no longer permits the selection of a lease-leaseback contractor without advertising, and instead requires districts to use a comprehensive "best value" selection process.

AR 3311.3 - Design-Build Contracts

(AR added)

New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for awarding design-build contracts. Minor editorial changes made to clarify the process and more directly reflect law.

AR 3311.4 - Procurement of Technological Equipment

(AR added)

New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for the "competitive negotiation" process authorized for procurement of computers, software, telecommunications equipment, microwave equipment, or other related electronic equipment and apparatus.

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AR 3543 - Transportation Safety and Emergencies

(AR revised)

Regulation updated to reflect **NEW LAW** (SB 1072, 2016) which (1) expands the required components of the transportation safety plan to include procedures to ensure that a student is not left unattended on the bus and procedures for designating an adult chaperone to accompany students on a student activity bus, and (2) requires installation of a child safety alert system on school buses by the beginning of the 2018-19 school year. Regulation also reflects **NEW LAW** (AB 1785, 2016) which prohibits a bus driver from using any electronic wireless communications device while driving, except when the device is voice-operated and used in hands-free mode or with a function that requires only a single swipe or tap of the driver's finger.

BP/AR 4030 - Nondiscrimination in Employment

(BP/AR revised)

Policy and regulation updated to reflect **NEW STATE REGULATIONS** (Register 2015, No. 50), as renumbered, which specify certain requirements to be included in district policy or regulation and extend protections against discrimination to unpaid interns and volunteers. Policy also adds requirement to post the California Department of Fair Employment and Housing publication on workplace discrimination and harassment, and reflects **NEW LAW** (SB 1063, 2016) which prohibits the payment of different wage rates based on race or ethnicity and prohibits the use of prior salary history by itself to justify any disparity in compensation. Regulation reflects provisions of new state regulations regarding training of supervisors and dissemination of the district's nondiscrimination policy to all employees.

BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment

(BP/AR revised)

Policy and regulation updated to reflect **NEW STATE REGULATIONS** (Register 2015, No. 50), as renumbered, which extend protections against sexual harassment to unpaid interns and volunteers, require districts to instruct supervisors to report complaints, and revise requirements pertaining to the training of supervisory employees.

BP 5030 - Student Wellness

(BP revised)

Policy updated to reflect **NEW FEDERAL REGULATIONS** (81 Fed. Reg. 50151) which address the content of the wellness policy, assurance of stakeholder participation in the development and updates of the policy, and periodic assessment and disclosure of compliance. Policy also reflects **NEW STATE LAW** (SB 1169, 2016) which no longer requires posting of district policy on nutrition and physical activity within cafeterias/eating areas, but does require annually informing the public of the content and implementation of the policy.

AR 5111.1 - District Residency

(AR revised)

Policy updated to reflect **NEW LAW** (SB 1455, 2016) which establishes residency within the district for enrollment purposes to students whose parent/guardian is transferred or pending transfer into a military installation within district boundaries. Policy also reflects **NEW LAW** (AB 2537, 2016) which indefinitely extends district authority to grant Allen Bill transfers for students whose parent/guardian is employed within district boundaries for a minimum of 10 hours during the school week.

BP 5116.2 - Involuntary Student Transfers

(BP added)

New policy reflects **NEW LAW** (SB 1343, 2016) which authorizes districts to involuntarily transfer a student who has been convicted of a specified violent felony or a misdemeanor associated with possession of a firearm, whenever the student is enrolled at the same school as the victim of the crime for which he/she was convicted. In order to exercise this authority, the district is mandated to adopt policy with specified components and provide notice of the policy to parents/guardians as part of the annual parental notification.

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BP/AR 5141.21 - Administering Medication and Monitoring Health Conditions

(BP/AR revised)

Policy and regulation updated to delete requirements related to the administration of medication in cases of epileptic seizures, as Education Code 49414.7 repeals by its own terms on January 1, 2017, and to clarify that districts may continue to administer such medication under the general authority in state law. Policy and regulation also reflect **NEW LAW** (AB 1748, 2016) which authorizes districts to stock and administer medication in cases of opioid overdose. Regulation also revises definition of epinephrine auto-injector pursuant to **NEW LAW** (AB 1386, 2016).

BP 6146.1 - High School Graduation Requirements

(BP revised)

Policy updated to reflect **NEW LAW** (AB 2306, 2016) which generally exempts from district-established graduation requirements any student who transfers into a district school from a juvenile court school after the second year of high school, unless it is determined that the student is reasonably able to complete the requirements in time to graduate by the end of his/her fourth year of high school.

BP/AR 6154 - Homework/Makeup Work

(BP revised; AR deleted)

Policy updated for consistency with BP 5121 - Grades/Evaluation of Student Achievement and research on effective grading practices, as summarized in recent CSBA governance brief, including optional language providing for full credit to be given for makeup work satisfactorily completed within a reasonable time, regardless of whether the absence is due to an excused or unexcused absence. Policy also addresses guidelines for the assignment of homework, communication of homework expectations to students and parents/guardians, and resources to assist students in completing homework and developing good study habits. Regulation deleted and key concepts moved to BP.

BP/AR 6164.6 - Identification and Education Under Section 504

(BP/AR revised)

Policy updated to add requirement to address the needs of students with disabilities in the district's local control and accountability plan. Regulation updated to reflect **NEW FEDERAL REGULATIONS** (81 Fed. Reg. 53203) which primarily revise definitions used in the Americans with Disabilities Act.

AR 6173.3 - Education for Juvenile Court School Students

(AR added)

New regulation reflects educational rights of former juvenile court school students who transition into a district school, pursuant to **NEW LAW** (AB 2306, 2016). These include rights related to the immediate enrollment of such students, the immediate transfer of educational records, the transfer of coursework and credits, and exemption from district-established graduation requirements under certain conditions.

BB 9240 - Board Training

(BB revised)

Bylaw retitled and updated to address the purposes and importance of board training, recommended topics of training for new and first-term board members, and the district's process for selecting board training activities. The bylaw also reinforces the prohibition against a majority of the board members discussing district business of a specific nature while attending a conference or similar public gathering.

BB 9323 - Meeting Conduct

(BB revised)

Bylaw updated to reflect **NEW LAW** (AB 1787, 2016) which requires the board to provide a member of the public who uses a translator at least twice the allotted time to address the board during board meetings, unless simultaneous translation equipment is used. Bylaw also clarifies that the board may refer a member of the public to an appropriate complaint procedure, but cannot prohibit criticism of district employees, programs, or policies during a board meeting.