Ducor School

23761 Avenue 56 – P.O. Box 249 Ducor, CA 93218 (559) 534-2261

Board of Trustees: Jim Koontz (President) Patricia Hughes (Member)

Flora Rodriguez (Member) Mary McGill (Member)

Amparo Mariscal (Clerk)

School Board Meeting

August 8, 2017
Meeting Place: Library, Room 23
Open Session 5:30 PM

resolution: 1

*Possible board action

Agenda

1.	Called to order: pm
	President Jim Koontz Board Member Flora Rodriguez Board Member Mary McGill Board Member Patricia Hughes Clerk Amparo Mariscal
	1.1 Pledge of Allegiance
	1.2 Introduction of Visitors: None present
	1.3 Community Input:
2.	Regular Business Agenda: Board Action
	2.1 * June 27, 2017 Board Minutes: Review of minutes for any corrections. Board Action:
	Action: Mr. KoontzMrs. RodriguezMrs. HughesMrs. MariscalMrs. McGill
	2.2 * Accounts Payable: Review of accounts payable. Board Action:
	Action: Mr. Koontz Mrs. Rodriguez Mrs. Hughes Mrs. Mariscal Mrs. McGill
	2.3 * Budget Revision: TCOE external business accountant Rachel Nunez submitted the budget revision and expenditure changes as needed. Board Action:
	Action; Mr. Koontz Mrs. Rodriguez Mrs. Hughes Mrs. Mariscal Mrs. McGill
	2.4 * RESOLUTION 1: Annual Financial Report and Appropriations Limit; EC 42132 requires the school board to adopt a resolution estimation the current fiscal year appropriations limit and identifying the actual appropriations limit for the preceding fiscal year. Board Action:
	Action: Mr. KoontzMrs. RodriguezMrs. HughesMrs. MariscalMrs. McGill
	2.5 PUBLIC HEARING: Matter of determining that pupils have sufficient textbooks of instructional materials for the 2017-18 school year: Notice of Public hearing will be posted 10 days before the September board meeting to be approved. Board Action:
	Action: Mr. Koontz Mrs. Rodriguez Mrs. Hughes Mrs. Mariscal Mrs. McGill
	2.6 * Legal Services Agreement for the Tulare County Office of Education Legal Services Consortium (between TCOE and Lozano Smith). The rate for 2017-18 is \$4671.50. Board Action:
	Action: Mr. KoontzMrs. RodriguezMrs. HughesMrs. MariscalMrs. McGill

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	2.7* Release of Excessive Equipment: Tech whiteboards and projectors, dell computers a			
	Action: Mr. KoontzMrs. Rodriguez	Mrs. Hughes_	Mrs. Mariscal	Mrs. McGill
	2.8 * Release of Excessive Equipment; Trans 1997 Chevy Tahoe and a 1998 International			be offered for a donation amount of \$2000;
	Action: Mr. KoontzMrs. Rodriguez	Mrs. Hughes_	Mrs. Mariscal	Mrs. McGill
	2.9 * Maintenance equipment; Ducor School used to place large equipment for onsite tran	will be trading sportation use o	a 5x12 closed traile nly. Board Action:	r for a 5x16 open trailer. The trailer will be
	Action: Mr. Koontz Mrs. Rodriguez	Mrs. Hughes_	Mrs. Mariscal	Mrs. McGill
	2.10 * Credit Card: Superintendent Rodrigue the credit card would be used for purchase of			
	Action: Mr. Koontz Mrs. Rodriguez	Mrs. Hughes_	Mrs. Mariscal	Mrs. McGill
	2.11 New Teacher temporary employment: It provisional intern permit (PIP) at Ducor Sch			
	Action: Mr. KoontzMrs. Rodriguez	Mrs. Hughes_	Mrs. Mariscal	Mrs. McGill
	2.12 * Parent/Student Handbook: revised par for each student and parent. Board Action:	rent/student han	dbook English/Span	ish explaining school rules and expectations
	Action: Mr. Koontz Mrs. Rodriguez	Mrs. Hughes	Mrs. Mariscal	Mrs. McGill
3.	Informational:			
		d Progress (CAA	ASPP) website. This	ool year: report generated from the data will show the results per grade level. The think the standards as a class.
	baseball game on August 3. The field tr	ip was to recogn	nize Manuel Serrand	ted to go a field trip to the Visalia Rawhide , 8 th grade student, for submitting a garden a grant. Ducor School was selected and will
	3.3 First Day of School: August 9. Lette	er and text mess	age sent home to rer	mind parents and students.
		r well be qualif	y to train behind the	s. We are waiting for the second bus driver wheel. The driver will still need to pass the s to have another bus driver.
	3.5 New School Bus: Future school bus begin to plan on another bus purchase a		ns details, cost and a	mortization schedule. Ducor School can
4.	Adjourn to Closed Session:	Time:		
	Action: Mr. Koontz Mrs. Rodriguez	Mrs. Hughes	Mrs. Mariscal	_Mrs. McGill
5.	Closed Session: Business 5.1. Employee 5.2. Administration			
6. 7.	Report Out of Closed Session:	Time:		
••	•		Mrs. Mariscal	Mrs. McGill
8.	Adjournment:	Time:	pm	•
	Action: Mr. Koontz Mrs. Rodriguez	Mrs. Hughes	Mrs. Mariscal	_ Mrs. McGill

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Ducor School

23761 Avenue 56 – P.O. Box 249 Ducor, CA 93218 (559) 534-2261

Board of Trustees: Jim Koontz (President) Patricia Hughes (Member)

Flora Rodriguez (Member) Mary McGill (Member)

Amparo Mariscal (Clerk)

School Board Meeting

June 27, 2017 Meeting Place: Library, Room 23 Open Session 5:30 PM

resolution: 3

*Possible board action

Minutes

i .:	Called to order: Time:5:28 pm								
	x_President Jim Koontzx_Board Member Flora Rodriguezx Board Member Mary McGillx_Board Member Patricia Hughesx_Clerk Amparo Mariscalx Superintendent								
	1.1 Pledge of Allegiance								
	1.2 Introduction of Visitors: None present								
	1.3 Community Input: Superintendent discussed migrant summer school, new carpet installation, adding more custodial time during the summer for classroom maintenance and moving furniture								
2.	Regular Business Agenda: Board Action								
othe	2.1 * May 19, 2017 Board Minutes: Review of minutes for any corrections. Board Action: Approved Board member Patricia Hughes abstained since she was not present during the regular board meeting on May 19. No her discussion or changes were made.								
	Action: Mr. Koontz_m_ Mrs. Rodriguez_aye_ Mrs. Hughes_abstain_ Mrs. Mariscal_1_ Mrs. McGill_2								
	2.2 * LCAP 2017-18: The LCAP has been publicized for review, changes and or questions. The LCAP is to be adopted for the 2017-18 school year. Board Action: Approved. There were no discussion, changes or suggestions. Superintendent Rodriguez reviewed the LCAP highlighting the expenses for the school year.								
	Action: Mr. Koontz_m_Mrs. Rodriguez_aye Mrs. Hughes_aye_ Mrs. Mariscal_l Mrs. McGill _2								
	2.3 *2017-18 Budget: The budget has been publicized for review. The budget is to be adopted for the 2017-18 school year. Board Action: Approved. There was suggestions, changes or additions to the budget.								
	Action: Mr. Koontz_m_Mrs. Rodriguez_2Mrs. Hughesaye_Mrs. Mariscal_1_Mrs. McGillaye								
3.	Informational:								
4.	Adjourn to Closed Session: Time:								
5.	Closed Session:								
6. 7.	Report Out of Closed Session: Time:								
8.	Adjournment: Time: 5:58 pm								
	Action: Mr. Koontz_m_ Mrs. Rodrigucz_2_Mrs. Hughes_aye Mrs. Mariscal1_ Mrs. McGill _aye								

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10 Ducor Union Elementary School Distri Accounts Payable Final - 8/3/2017 12:54:25 PM **Tulare County Office of Education**

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Page 1 of 2 APY500

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_	Vendor		Reference	Invoice			Separate	Audit
	No Vendor Name	lame	Number	Date	PO#	Invoice No	Check Account Code	Amount Flag EFT
	012832 CDW GOVERNMENT	ERNMENT	PV-180051	7/24/2017		JNW5925	010-07200-0-11100-10000-58000-0-0109	\$1,500.00
		CDW GOVERNMENT	PV-180052	7/21/2017		JNV5281	management licenses for 50 chromebooks 010-07200-0-11100-10000-43000-0-0109	\$10,809.50
	CDW GOV	CDW GOVERNMENT	PV-180053	7/21/2017		JNV5280 ·	Qnty 50, 11.6" chromebooks at \$196 each 010-30100-0-11100-10000-43000-0-0000	\$10,809,50
	CDW GOV	CDW GOVERNMENT	PV-180054	7/24/2017		JNW5742	010-30100-0-11100-10000-58000-0-0000 management console licenses for chromebooks	\$1,500.00
							Total Check Amount:	\$24,619.00
0	012182 DUCOR C	DUCOR CASH REVOLVING	PV-180055	8/2/2017		ch# 681	010-00000-0-00000-27000-59000-0-0000	\$294.00 M
	T CNO						purchase 6 coils of postage stamps	
							Total Check Amount:	\$294.00
0	012267 MC GILL, MARY	MARY	PV-180060	7/24/2017		072420	010-07200-0-11100-10000-43000-0-0302 reimbursement for purchase of booklets for beginne	\$190.69
							Total Check Amount:	\$190.69
-	013126 RUBY NAVARRO	VARRO	PV-180061	8/1/2017		080120	010-00000-0-00000-27000-43000-0-0000 reimbursement for purchase of 9 pocket folders for	\$45.84
						,	Total Check Amount:	\$45,84
-	005384 SOUTHER	SOUTHERN CALIFORNIA	PV-180057	7/7/2017		July 25 2017	010-00000-0-00000-82000-55000-0-0000	\$2,455.87
	50		•				electricity	
							Total Check Amount:	\$2,455.87
_	012837 SUPPLYWORKS	ORKS	PV-180056	7/20/2017		407264589	010-00000-0-00000-82000-55000-0-0000 8in counter brush hrsehair bik blnd 4 ordered at \$	\$27.15
							Total Check Amount:	\$27.15
_	013389 US Bank B	US Bank Equipment Finance	PV-180058	7/21/2017		335739538	010-00000-0-00000-72000-58000-0-0000 contract payment for lease on copiers	\$984.07 H
							Total Check Amount:	\$984.07
_	012434 WASTE MANAGEMENT	ANAGEMENT	PV-180059	8/1/2017		4114001-0165-4	010-00000-0-00000-82000-55000-0-0000 trash services for July 2017-96gal dumpster, 2 6ya	\$566.09

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** FINAL **
Batch No 198

\$566.09

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Total Check Amount:

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Page 1 of 1 APY500

** FINAL **

Batch No 198

\$29,182.71 Amount Flag EFT

Total Accounts Payable:

above vendors in the amounts indicated on the preceding Accounts Payable Final totaling \$29,182.71 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634). The School District hereby orders that payment be made to each of the

Authorizing Signature

Date

Fund Summary Total 010 \$29,182.71 Total \$29,182.71		
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			•			** FINAL ** Batch No 197
엌	Reference	Invoice Date PO#	# Invoice No	Separate Check Account Code		Amount Flag EFT
013464 Acellus Education Center	PV-180030	7/19/2017	52162	010-07200-0-11100-10000-58000-0-0000 curriculum program	3000-0-0000	\$65.90
					Total Check Amount:	\$65.90
012999 ADVANCED MICRO SYSTEMS	PV-180042	7/22/2017	180172	010-00000-0-00000-27000-58000-0-0000 monthly billing for Network Optimization for Augus	8000-0-0000 on for Augus	\$536.00
				Tota	Total Check Amount:	\$536.00
013311 AMERIPRIDE UNIFORM	PV-180023	7/26/2017	1501944266	01.0-00000-0-00000-82000-55000-0-0000	5000-0-0000	\$57.63
SERVICE AMERIPRIDE UNIFORM	PV-180024	6/21/2017	1501920167	mop dry, dry handle, towel wiper,mats, srvice char 010-00000-0-00000-82000-55000-0-0000	s, srvice char 5000-0-0000	\$57.63
SERVICE AMERIPRIDE UNIFORM	PV-180025	7/5/2017	1501929810	mop dry, mop dry handle, towel wiper, mats, servic 010-00000-0-00000-82000-55000-0-0000	r, mats, servic 5000-0-0000	\$57.63
SERVICE AMERIPRIDE UNIFORM	PV-180026	7/12/2017	1501934690	mop dry, dry handle, towel wiper, mats, service 010-00000-0-00000-82000-55000-0-0000	ts, service 5000-0-0000	\$57.63
SERVICE AMERIPRIDE UNIFORM	PV-180027	7/19/2017	1501939485	mop dry, mop dry handle, towel wiper, mats, servic 01.0-00000-0-00000-82000-55000-0-0000	r, mats, servic 5000-0-0000	\$57.63
SERVICE				Tota	Total Check Amount:	\$288.15
0.13291 ASSOCIATION OF	PV-180033	7/1/2017	000-99-5000	010-00000-0-00000-71500-53000-0-0000	33000-0-0000	\$220.00
CALIFORNIA SCHO				ACSA annual contributions	Total Check Amount:	\$220.00
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A-Z BUS SALES	PV-180050	4/26/2017	LB: 170010 02P427838 170011	blade wiper flex heavy duty, mudfjap front rubber 010-00000-0-00000-36000-56000-0-0000 mudflap front rubber	front rubber 56000-0-0000	\$34.52
					Total Check Amount:	\$85.13
013422 Document Tracking Services,	PV-180029	7/19/2017	9321803	010-00000-0-00000-27000-58000-0-0000	58000-0-0000	\$545.00
				translating 2017 spanish report card	-	

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						** FINAL ** Batch No 197
Vendor No Vendor Name	Reference Number	Invoice Date PO#	# Invoice No	Separate Check Account Code		Amount Flag EFT
				Total C	Total Check Amount:	\$545.00
013099 DON ROSE OIL COMPANY,	PV-180039	7/25/2017	249486	010-00000-0-00000-82000-55000-0-0000	0-0-0000	\$343.93
INC.				loaded 280gal propane at 1.119gal, percntg fee, co	ntg fee, co	
				Total C	Total Check Amount:	\$343.93
013779 FOLLETT SCHOOL	PV-180032	5/5/2017	7180586	010-07200-0-11100-10000-58000-0-0000	0-0-0000	\$727.50
SOLUTIONS				single site LM-Hosted Service Renewal, online serv	nline serv	
				Total C	Total Check Amount:	\$727.50
013100 GOPHER	PV-180040	7/25/2017	order# 3939899	010-11000-0-11100-10000-43000-0-0000 P.E. and playground equipment	0-0-0000	\$1,337.63
				Total C	Total Check Amount:	\$1,337.63
013279 IES	PV-180021	7/1/2017	163796	010-00000-0-11100-10000-58000-0-0000)0-0-0000 hostina	\$1,500.00
IES	PV-180022	7/2/2017	163684	010-00000-0-11100-10000-58000-0-0000 recurring monthly charge for web hosting	30-0-0000	\$75.00
				Total C	Total Check Amount:	\$1,575.00
013005 LOZANO SMITH	PV-180048	7/11/2017	2029645 LB: 170009	010-00000-0-00000-71100-58000-0-0000 review proposals for roofing, analysis regarding p	00-0-0000 Jarding p	\$235.00
				Тота!	Total Check Amount:	\$235.00
012332 PACIFIC EDUCATORS INC	PV-180037	5/25/2017	05252017	010-11000-0-11100-10000-58000-0-0000 pupil insurance(school-related injuries)	00-0-0000	\$1,260.00
				Total	Total Check Amount:	\$1,260.00
013252 PUSD STUDENT NUTRITION	PV-180045	4/28/2017	7929 LB: 170006	130-53100-0-00000-37000-58000-0-0000 student meals/staff lunches for March 2017	00-0-0000 017	\$18,604.70
				Total	Total Check Amount:	\$18,604.70
012443 QUILL CORPORATION	PV-180044	6/23/2017	7789358 LB: 170005	010-00000-0-00000-27000-43000-0-00000 hanging files, folders, for office	00-0-0000	\$156.04

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	scount	2016-2017 internet fees w/Erate discount	LB: 170008			ED.
\$1,200.00	-58000-0-0000	010-00000-0-00000-27000-58000-0-0000	172913	6/27/2017	PV-180047	012700 TILLARE COLINTY OFFICE OF
\$726.99	Total Check Amount:	70				
\$726.99	-55000-0-0000 sue paper	010-00000-0-00000-82000-55000-0-0000 c.s. floor strip, toilet seat covers, tissue paper	406550434	7/14/2017	PV-180038	012837 SUPPLYWORKS
\$426.25	Total Check Amount:	То				
\$426.25	-43000-0-0000 ck To School	010-00000-0-00000-27000-43000-0-0000 Breakfast being catered for staff Back To School	08082017	7/26/2017	PV-180041	013468 Sue Sa's Creative Catering
\$267.93	Total Check Amount:	То				
\$267.93	-43000-0-0000 light Lights event	010-90358-0-71100-40000-43000-0-0000 food items purchased for Summer Night Lights event	trans3 432	7/18/2017	PV-180036	012141 SMART & FINAL
\$192.00	Total Check Amount:	To				
\$192.00 ·	43000-0-0000	010-00000-0-11100-10000-43000-0-0000 100 standard folders at 1.92 each	IN000467155	6/9/2017	PV-180028	013168 SCHOOL MATE
\$450.00	Total Check Amount:	Tot				
		Annual EDJOIN account fees				
\$450.00	58000-0-0000	010-00000-0-00000-27000-58000-0-0000	17180268	7/6/2017	PV-180034	013372 SAN JOAQUIN COUNTY OF
\$470.00	Total Check Amount:	Tot				
\$425.00	55000-0-0000 is inspection rep	wood destroying pests and organisms inspection rep	report#13560	6/28/2017	PV-180035	RES COM Pest Control
\$45.00	55000-0-0000	130-53100-0-00000-82000-55000-0-0000	1551980	7/1/2017	PV-180031	013199 RES COM Pest Control
\$4,949.00	Total Check Amount:	Tot				
\$4,949.00	58000-0-0000 Accelerated Rea	010-07200-0-11100-10000-58000-0-0000 annual hosting fee renewal, Math & Accelerated Rea	INV 4329418	7/3/2017	PV-180043	012876 RENAISSANCE LEARNING
\$156.04	Total Check Amount:	Тот				
Amount Flag EFT		Check Account Code	Invoice No	Date PO#	Number	No Vendor Name
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Page 3 of 4 APY500	7/27/2017 3:28:10PM	7/27/2017 3:27:14 PM	ints Payable Final - 7/27/2017	Accounts I	School Dist	10 Ducor Union Elementary School Distri Accounts Payable Final - 7/27/2017

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013389 US Bank Equipment Finance	endor No Vendor Name
PV-180046 6/20/2017	Reference Number
6/20/2017	Invoice Date
	PO #
333376234 LB: 170007	PO # Invoice No
Total Check Amount: 010-00000-0-00000-72000-58000-0-0000 contract payment for lease on copiers plus overage Total Check Amount:	Separate Check Account Code
\$1,200.00 \$1,146.79 \$1,146.79	** FINAL ** Batch No 197 Audit Amount Flag EFT

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10 Ducor Union Elementary School Distri Accounts Payable Final - 7/27/2017 3:27:14 PM

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Reference Number

Invoice Date

PO #

Invoice No

Separate

Check Account Code

No Vendor Name

7/27/2017 3:28:10PM

Page 1 of 1 APY500

** FINAL **

Batch No 197 Audit

Total District Payment Amount: \$35,808.94 Amount Flag EFT

10 Ducor Union Elementary School Distri Accounts Payable Final - 7/27/2017 3:27:14 PM

7/27/2017 3:28:10PM

Page 1 of 1 APY500

** FINAL **

Batch No 197 Audit

\$35,808.94 Amount Flag EFT

Invoice No Check Account Code Total Accounts Payable:

Separate

Vendor

Reference Number

> Invoice Date

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Batch No 197

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Vendor Name

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling \$35,808.94 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Authorizing Signature

Date

Fund Summary	Total
010	\$17,159.24
130	\$18,649.70
Total	\$35,808.94

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39.00	\$1,939.00	1500-53000-0-0000	010-00000-0-00000-71500-53000-0-0000	INV-32287-B1K1P3	7/1/2017	PV-180006	011963 CALIFORNIA SCHOOL
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Page 2 of 2 APY500

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41008699-0165-3 LB: 170001	1438	June 27 2017	trans# 384	July 1 - July 31	004	004	PO# Invoice No
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Page 1 of 1 APY500

** FINAL **

Batch No 194 Amount Flag EFT Audit

\$27,954.82

Total District Payment Amount:

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10 Ducor Union Elementary School Distri Accounts Payable Final - 7/6/2017 4:41:15 PM **Tulare County Office of Education**

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Page 1 of 1 APY500

** FINAL **

Batch No 194 Audit

\$27,954.82 Amount Flag EFT

Total Accounts Payable:

Vendor

Reference Number

Invoice Date

PO #

Invoice No

Separate Check

Account Code

Batch No 194

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Vendor Name

amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631~&~42634). The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling \$27,954.82 and the County Office of Education transfer the

Authorizing Signature

Date

Fund Summary	Total
010	\$27,954.82
Total	\$27,954.82

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Control of the second 10 Ducor Union Elementary School District Fiscal Year: 2018 ISCALYEAR: 2018 ISTRICTNO: 10 **Budget Revision Report** Control Number: 80226106 Rachelmgr **BGR030** 7:15:10AM 8/2/2017

ind: Revenues 0100 General Fund Account Classification Approved / Revised Change Amount **Proposed Budget**

<u>8</u> Expenditures Other State Revenues **Books and Supplies** Other Outgo Services, Other Operating Expenses Revenue Limit Revenues 010-00000-0-00000-00000-80410-0-0000 010-00000-0-00000-00000-80110-0-0000 010-07200-0-11100-10000-43000-0-0109 010-00000-0-00000-92000-71420-0-0000 010-00000-0-00000-00000-85500-0-0000 010-11000-0-00000-82000-58000-0-0000 010-07200-0-11100-10000-58000-0-0302 010-07200-0-11100-10000-58000-0-0109 010-07200-0-11100-10000-44000-0-0109 010-07200-0-11100-10000-43000-0-0302 010-00000-0-00000-71500-53000-0-0000 010-07200-0-11100-10000-58000-0-0101 \$1,553,154.00 \$1,297,416.00 \$1,557,964.00 \$255,738.00 \$4,810.00 \$28,442.00 \$28,442.00 \$24,000.00 \$19,500.00 \$4,810.00 \$3,000.00 \$3,000.00 \$1,019.00 \$2,850.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 (\$13,914.00) (\$14,215.00) \$14,755.00 \$24,229.00 \$23,388.00 \$23,388.00 \$14,714.00 \$11,112.00 (\$2,000.00) \$1,602.00 \$2,000.00 \$1,500.00 (\$350.00)\$179.00 \$841.00 \$179.00 \$500.00 \$500.00 \$350.00 \$1,582,193.00 \$1,553,995.00 \$1,283,502.00 \$270,493.00 \$14,714.00 \$28,621.00 \$28,621.00 \$28,198.00 \$28,198.00 \$22,000.00 \$11,112.00 \$5,285.00 \$1,500.00 \$1,602.00 \$2,000.00 \$1,369.00 \$3,500.00 \$3,500.00 \$2,500.00

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Expenditures

Budget Revision Report

BGR030 Rachelmgr

8/2/2017 7:15:10AM

Control Number: 80226106

Services, Other Operating Expenses Account Classification Approved / Revised \$47,369.00 Change Amount (\$14,715.00) Proposed Budget \$32,654.00

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Revenues 010-14000-0-00000-00000-80120-0-0000 \$201,458.00 \$71.00 \$201,529.00 \$201,529.00

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Books and Supplies 010-30100-0-11100-10000-44000-0-0000 \$0,00 \$50,720.00 \$18,950.00 \$50,720.00 \$18,950.00 \$25,144.00 \$44,280.00

010-62300-0-00000-81000-58000-0-0000 010-30100-0-11100-10000-58000-0-0000 00.00\$ 00.00\$ \$95,000.00 (\$50,720.00) \$25,144.00 (\$25,576.00)

Services, Other Operating Expenses Expenditures

\$95,000.00

\$856,027.36

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Budgeted Unappropriated Fund Balance before this adjustment:

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Budgeted Unappropriated Fund Balance after this adjustment:

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10 Ducor Union Elementary School District Fiscal Year: 2018 **Budget Revision Report**

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Account Classification

BGR030

8/2/2017

Rachelmgr

7:15:10AM

Approved / Revised

Change Amount

Proposed Budget

Control Number: 80226106

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.

(County Office Use Only)
Updated at County Office on __ Authorized by: _

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Tulare County Office of Education

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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 July 2017

TO:

District Superintendents/Business Managers

FROM:

Craig Wheaton, Ed.D., Deputy Superintendent

Administrative Services

SUBJECT:

BOARD APPROVAL OF ANNUAL FINANCIAL REPORT AND

APPROPRIATIONS LIMIT ON OR BEFORE SEPTEMBER 15

Education Code Section 42132 requires the school board to adopt a resolution estimating the current fiscal year appropriations limit and identifying the actual appropriations limit for the preceding fiscal year. The resolution must be adopted at a regular or special meeting of the governing board and documentation used in establishing the limits must be made available to the public on the date of the meeting.

Enclosed is a sample resolution for your use. The resolution is also available on our Business Services Division website:

http://business-services.tcoe.org/administrative-services/administrative-documents/resolutions

The current state prescribed annual financial report includes the appropriations limit calculation as part of the report. The amounts to be included in the resolution can be taken directly from Form GANN of that report.

- 1. Please be sure this resolution is adopted by the governing board on or before September 15th.
- 2. Send a copy of this completed resolution to this office, attention: Shelly DiCenzo, by **September 30, 2017**.

If you have any questions or concerns about this, please don't hesitate to call me 733-6474.

CW/sd Enclosure

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BEFORE THE BOARD OF TRUSTEES

OF THESCHOOL	L DISTRICT
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TULARE COUNTY, CALIFORNIA

In the Matter of Establishing an Estimated Appropriations Limit for the 2017-2018 Fiscal Year and an Actual Appropriations Limit for the 2016-2017 Fiscal Year

RESOLUTION NO.

RECITALS

- 1. In November of 1979, the California electorate adopted Proposition 4, commonly called the "Gann Initiative," which added Article XIIIB to the California Constitution.
- 2. The provisions of that Article establish maximum appropriation limits, commonly called "Gann Limits," for public agencies, including school districts.
- 3. Section 7900 et seq. of the Government Code require this board to establish annually, by resolution at a regular or special meeting, the appropriations limit for the District.
- 4. Government Code section 7902.1 authorizes this board to increase the District's appropriations limit to an amount equal to its proceeds of taxes.
- 5. Education Code section 42132 requires that the governing board of each school district annually adopt such resolution by September 15th.
- 6. Education Code section 42132 requires that all documentation used in the identification of the appropriations limit shall be made available to the public at the meeting at which this resolution is adopted.

NOW, THEREFORE, BE IT RESOLVED as follows:

- 1. The above recitals are true and correct.
- 2. This board hereby establishes and adopts for the 2017-2018 fiscal year an estimated appropriations limit in the amount of \$_____, and for the 2016-2017 fiscal year identifies the actual appropriations limit of \$_____.
- 3. Said appropriations limits have been calculated and determined in accordance with all applicable statutes and constitutional provisions and do not exceed the limitations imposed by Proposition 4.

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4. In the event this board increases the appropriations limit, it shall notify the Director of Finance of the change within 45 days, as required by Government Code section 7902.1.
THE FOREGOING RESOLUTION was adopted upon motion by Trustee,
seconded by Trustee, at a regular/special meeting held on, 20, by
the following vote:
[List board member names]
AYES:
NOES:
ABSENT:
I,, secretary of the governing board of the School District, do
hereby certify that the foregoing Resolution was duly passed and adopted by said Board, at an
official and public meeting thereof, this day of, 20
Dated
Secretary, Board of Trustees

Tulare County Office of Education

2.5

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 July 2017

TO:

District Superintendents and Business Managers

FROM:

Craig Wheaton, Ed.D., Deputy Superintendent

Administrative Services

RE:

INSTRUCTIONAL MATERIALS FUND

FISCAL YEAR 2017-2018

Education Code section 60119 requires that each district hold a public hearing to determine whether or not the students at each school in the district have adequate textbooks and instructional materials as a condition of funding eligibility. The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school each year. The governing board must provide 10 days' notice of the public hearing by posting a notice in three public places in the district, listing time, place (address and room #/location), and purpose of the hearing. After the public hearing, the district must adopt a resolution stating the determination.

The enclosed sample notice and resolution have been revised to reflect current statutory requirements and dates. The resolution is also available on our website: http://business-services.tcoe.org/

The following samples are enclosed:

- Notice of Public Hearing
- Resolution for use when the governing board determines pupils have <u>sufficient</u> textbooks and instructional materials

Please send a copy of the completed resolutions (by September 30, 2017) to:
Shelly DiCenzo, Administrative Services
Tulare County Office of Education
PO Box 5091
Visalia CA 93278-5091

If you have any questions or need a resolution for an insufficient determination, please call me at 559-733-6474.

CW/sd Enclosures

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NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the public hearing, pursuant to Education the Instructional Materials Funding R. Instructional Materials from Any Stat	Code Section 60119, on the subject ealignment Program, Grades K-12,	t of funds received under
The public hearing will be held at a re	egular meeting of the	School
District Governing Board on	, 2017, at the hour of	□a.m. □p.m
at the following location:		
	School District	
·	d specific location, i.e. room number/name	e of building)
The governing board of the school dispupil in the classes and programs open instructional materials, or both, in eac cycles of the curriculum framework as	rated by the school district has suffice has suffice that is consistent with the	cient textbooks or
NOTICE IS FURTHER GIVEN that of the public during normal business l		le to interested members
	School District	<u>.</u> •
(Insert address an	d specific location, i.e. room number/name	of building)
Dated:		
		School District
	ByClerk/Secretary of the Bo	oard
		Date Posted: Locations of Posting:

	g s	

BEFORE THE BOARD OF TRUSTEES

OF THE	SCHOOL	DISTRICT
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In the Matter of Determining that Pupils

Have Sufficient Textbooks or Instructional

Materials for the 2017-2018 School Year

RESOLUTION NO.

RECITALS:

- 1. Education Code section 60119 establishes requirements that this Board must meet in order for the District to be eligible to receive funds pursuant to the Pupil Textbook and Instructional Materials Incentive Program Act.
- 2. The Board is required to hold a public hearing or hearings to make a determination, by resolution, as to whether or not each pupil in each school in the District has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted by the State Board of Education.
- 3. Education Code section 60119, subdivision (c)(1), defines sufficient textbook or instructional materials to mean that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home, although this does not require two sets of textbooks or instructional materials for each pupil.
- 4. Education Code section 60119, subdivision (c)(1), provides that materials may be in a digital format as long as each pupil, at a minimum, has and can access the same materials in the class and to take home, as all other pupils in the same class or course in the District and has the ability to use and access them at home.
- 5. Photocopied sheets from only a portion of a textbook or instructional materials are not considered sufficient textbooks or instructional materials.
- 6. The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school for that year, or a District that operates schools on a multi-track, year-round calendar shall hold the hearing on or before the end of the eighth week from the first day pupils attend school for that year on any tracks that begin in a school year in August or September.
- 7. The Board is required to provide ten (10) days' notice of the public hearing or hearings and the notice shall contain the time, place, and purpose of the hearing and shall be posted in three public places in the district.
- 8. The Board is required to encourage the participation of parents, teachers and members of the community interested in the affairs of the District, and bargaining unit leaders.

9.	The hearing shall be held at a time that will encourage the attendance of teachers and parents and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours.				
10.	O. The Board held a properly noticed public hearing that met the foregoing requirements on				
	, 2017.				
NC	W, THEREFO	ORE BE IT RESOLVED, as follows:			
1.	The above rec	citals are true and correct.			
2.	instructional r standards-alig home that are	termines that the District has provided each pupil with sufficient textbooks or materials, or both, on the basis that each pupil, including English learners, has a ned textbook or instructional materials, or both, to use in class and to take aligned to the content standards adopted by the State Board of Education in llowing subjects:			
	i.	Mathematics:			
		(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle. If you need more room, attach the list to the resolution)			
	ii.	Science:			
		(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle. If you need more room, attach the list to the resolution)			
	iii.	History-social science:			
		(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle. If you need more room, attach the list to the resolution)			
	iv.	English/language arts, including the English language development component of an adopted program:			
		(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle. If you need more room, attach the list to the resolution.)			

3.	with the content	The Board determines that said textbooks or instructional materials, or both, are consistent with the content and cycles of the curriculum framework adopted by the State Board and dopted by this Board in accordance with established procedures.							
4.	The Board also determines that each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum framework adopted by the State Board for those subjects:								
	(List adopted tex school as well as the resolution.)	tbooks or instructional materi applicable state adoption cyc	als for this subject for each grade level or le. If you need more room, attach the list to						
5.	5. The Board also determines that sufficient laboratory science equipment applicable to science laboratory courses offered in grades 9 to 12, inclusive, is available to pupils in the District.								
Ih	ereby certify that	the forgoing Resolution was d	uly and regularly adopted by the Board at an						
off	ficial and public m	eeting of the Board held at _	(insert city), California on the day						
of		, 2017, as follows:							
	AYES:	List Members Names:							
	NOES:	List Members Names:							
	ABSENT:	List Members Names:							
			Secretary, Board of Trustees						
		·	School District						
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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

June 29, 2017

To:

School District Superintendents

From: Craig Wheaton, Ed.D., Deputy Superintendent

Subject: Tulare County Schools Legal Consortium

Enclosed is a copy of the Legal Services Agreement for the Tulare County Office of Education Legal Services Consortium (the master agreement between TCOE and Lozano Smith).

The rate for 2017-18 is calculated as follows:

- > \$4,000 per district base fee
- > \$4.25 per unit of ADA as of the 2015-16 CALPADS Fall 1 Enrollment Count
- > 5% fixed administrative fee (including all expenses incurred for travel, database access, mailing services, word processing, parking, meals, mileage, faxes, telephone and photocopies) This calculation was established as part of the first Master Agreement in 2015 and remains unchanged.

The amount calculated for your district is found on the enclosed fee schedule, Tulare County Consortium 2017-18. Half of the sum will be transferred from your district's general fund after July 15, 2017 and the remaining half will be transferred after January 15, 2018.

The Agreement permits a district to terminate its participation by giving sixty (60) days written notice to the Tulare County Superintendent of Schools and Lozano Smith, however, that district continues to be liable for its share of the cost of the legal services through the end of the fiscal year. For planning purposes, if a district intends to terminate its participation in the Agreement, we request that you provide notice no later than February 1, 2018.

The resolution approved by your district's governing board last year remains in effect. The language in the resolution allows the agreement to be extended to continue for each fiscal year thereafter unless terminated.

Please feel free to contact me at 559-733-6474 with any questions or concerns you may have pertaining to this matter.

CW/sd

Enclosures

cc: Patty Blaswich

Tulare County Consortium 2017-2018

	2014-2015	2015-2016	Retainer		Option (\$4.25) +		5%		Option +		
District Name	ADA	ADA			\$4,000		Admin. Fee		Admin. Fee		
Allensworth Elementary	84	86	\$	4,000.00	\$	4,365.50	\$	218.28	\$	4,583.78	
Alpaugh Unified	317	337	\$	4,000.00	\$	5,432.25	\$	271.61	\$	5,703.86	
Alta Vista Elementary	573	572	\$	4,000.00	\$	6,431.00	\$	321.55	\$	6,752.55	
Buena Vista Elementary	187	197	\$	4,000.00	\$	4,837.25	\$	241.86	\$	5,079.11	
Burton Elementary	4,347	4,470	\$	4,000.00	\$	22,997.50	\$	1,149.88	\$	24,147.38	
Columbine Elementary	208	196	\$	4,000.00	\$	4,833.00	\$	241.65	\$	5,074.65	
Cutler-Orosi Joint Unified	4,083	4,095	\$	4,000.00	\$	21,403.75	\$	1,070.19	\$	22,473.94	
Dinuba Unified	6,580	6,638	\$	4,000.00	\$	32,211.50	\$	1,610.58	\$	33,822.08	
Ducor Union Elementary	191	158	\$	4,000.00	\$	4,671.50	\$	233.58	\$	4,905.08	
Earlimart Elementary	1,952	1,961	\$	4,000.00	\$	12,334.25	\$	616.71	\$	12,950.96	
Eleanor Roosevelt Community Learning Center	286	291	\$	4,000.00	\$	5,236.75	\$	261.84	\$	5,498.59	
Exeter Unified	2,979	2,886	\$	4,000.00	\$	16,265.50	\$	813.28	\$	17,078.78	
Farmersville Unified	2,626	2,580	\$	4,000.00	\$	14,965.00	\$	748.25	\$	15,713.25	
Hope Elementary	236	251	\$	4,000.00	\$	5,066.75	\$	253.34	\$	5,320.09	
Hot Springs Elementary	15	18	\$	4,000.00	\$	4,076.50	\$	203.83	\$	4,280.33	
Kings River Union Elementary	462	449	\$	4,000.00	\$	5,908.25	\$	295.41	\$	6,203.66	
Liberty Elementary	414	485	\$	4,000.00	\$	6,061.25	\$	303.06	\$	6,364.31	
Lindsay Unified	4,163	4,237	\$	4,000.00		22,007.25	\$	1,160.36	\$	23,107.61	
Monson-Sultana Joint Union Elementary	461	451	\$	4,000.00	\$	5,916.75	\$	295.84	\$	6,212.59	
Oak Valley Union Elementary	518	558	\$	4,000.00	\$	6,371.50	\$	318.58	\$	6,690.08	
Outside Creek Elementary	99	102	\$	4,000.00		4,433.50	\$	221.68	\$	4,655.18	
Palo Verde Union Elementary	529	536	\$	4,000.00		6,278.00		313.90	\$	6,591.90	
Pixley Union Elementary	1,122	1,109	Ś	4,000.00		8,713.25		435.66	\$	9,148.91	
Pleasant View Elementary	522	486	\$	4,000.00		6,065.50	\$	303.28	\$	6,368.78	
Porterville Unified	14,119	14,109	\$	4,000.00	-	63,963.25	\$	3,198.16	\$	67,161.41	
Richgrove Elementary	651	651	\$	4,000.00	\$	6,766.75	\$	338.34	\$	7,105.09	
Rockford Elementary	407	370	\$	4,000.00	-	5,572.50		278.63	\$	5,851.13	
Saucelito Elementary	82	86	\$	4,000.00	-	4,365.50	\$	218.28	\$	4,583.78	
Seguoia Union Elementary	305	310	\$	4,000.00	-	5,317.50	s	265.88	\$	5,583.38	
Springville Union Elementary	278	299	5	4.000.00	-	5,270,75	, 	263.54	\$	5,534.29	
Stone Corral Elementary	151	134	\$	4,000.00	+ ` -	4,569.50	5	228.48	\$	4,797.98	
	858	841	\$	4,000.00	-	7,574.25			\$	7,952.96	
Strathmore Union Elementary	820	812	\$	4,000.00	-	7,451.00	+	372.55	\$	7,823.55	
Sundale Union Elementary	352	348	\$	4,000.00	+	5,479.00	1	273.95	\$	5,752.95	
Sunnyside Union Elementary	946	923	\$	4,000.00	·	7,922.75	+	396.14	5	8,318.89	
Terra Bella Union Elementary Three Rivers Union Elementary	143	143	\$	4,000.00	-	4,607.75	+	230.39	s	4,838.14	
	612	562	\$	4,000.00	-	6,388.50	-		-	6,707.93	
Tipton Elementary	226	210	\$	4,000.00	-	4,892.50	-			5,137.13	
Traver Joint Elementary	9,497	9,583	Ť	4,000.00	-	44,727.7	_		5	46,964.14	
Tulare City	5,325	5,358	\$	4,000.00	-	26,771.5	+		+	28,110.08	
Tulare Joint Union High	28,267	28,546	5	4.000.00	+-	125,320.50	-		_	131,586.53	
Visalia Unified	257	239	\$	4,000.00		5,015.7	+		+	5,266.54	
Waukena Joint Union Elementary	2,291	2,277	\$	4,000.00		13,677.2	-		-	14,361.11	
Woodlake Unified	481	459	\$	4,000.00		5,950.7	-				
Woodville Union Elementary		99,409		176,000.00	 -	598,488.2		29,924.41	·	628,412.66	
Totals	. 39,042	33,403	1 2	.,0,000.01	1 7	220, 100.2.	- 1 +		1		

Tulare County Office of Education	\$ 80,000.00 \$ 4,000.00 \$ 84,000.00
	Annual \$ 678,488.25 \$ 33,924.41 \$ 712,412.66
	\$ 339,244.13 \$ 16,962.21 \$ 356,206.33
	\$ 56,540.69 \$ 2,827.03 \$ 59,367.72

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LEGAL SERVICES AGREEMENT FOR THE TULARE COUNTY OFFICE OF EDUCATION LEGAL SERVICES CONSORTIUM

This agreement ("Agreement") is effective July 1, 2016 between the Tulare County Office of Education ("TCOE") for school districts and TCOE participating in the Tulare County Office of Education Legal Services Consortium (each a "Client" and together the "Clients") and the law firm of Lozano Smith, LLP ("Lozano Smith" or "Attorney") collectively, the "Parties."

WHEREAS, the Tulare County Office of Education Legal Services Consortium ("Consortium") has selected Lozano Smith as the preferred provider of legal services for each Client electing to participate as a member of the Consortium; and

WHEREAS, this Agreement shall serve as the master agreement for participating Clients.

NOW, THEREFORE, the Client and Attorney agree as follows:

1. Fees and Payment for Legal Services. For July 1, 2016 to June 30, 2017, each Client payment for basic legal services is calculated on \$4,000 per Client plus \$4.25 per Client unit of ADA as of the 2014-15 CALPADS Fall 1 Enrollment Count plus a 5 % fixed admin fee which includes all expenses incurred for travel, database access, mailing services, word processing, parking, meals, mileage, faxes, telephone and photocopies. Beginning on July 1, 2017, and each fiscal year thereafter, subject to approval of the Tulare County Superintendent of Schools ("County Superintendent") and provided there is no termination pursuant to section 2 below by Client, Attorney may adjust the rates for basic legal services. Any adjustment shall take into account the CALPADS Fall 1 Enrollment Count for the most accurate determination of the Client unit of ADA. For individualized, complex, or specialized services only ("specialized services"), Client shall be separately billed by Lozano Smith and fees earned at a blended hourly rate of \$235 for all attorneys through June 30, 2018, subject to any adjustment thereafter provided there is no termination by Client. Payment for specialized services shall be made within thirty (30) days of such billing or be subject to an interest charge of 1% per month not to exceed 10% per annum. Notice of any future proposed rate change for either basic legal services or for specialized services shall be given at least 120 days before the end of a fiscal year and shall only take effect in the subsequent fiscal year unless the Agreement is terminated by Client. The County Superintendent will coordinate and administer the Agreement for basic legal services on behalf of the Clients. For basic legal services only, the County Superintendent is authorized to bill and receive, and each Client shall pay to the County Superintendent, its pro rata share pursuant to the above fee calculation. Client shall pay to TCOE its pro rata share of the total fee specified in two (2) equal biannual installments. For each fiscal year, the first payment by Client to TCOE shall be due on or before July 15; and the second payment from Client to TCOE shall be due on or before January 15. The County Superintendent shall remit the total of the pro rata share of the Clients' payment to Attorney two times per year by August 30 and January 30 of the school fiscal year (July 1 - June 30).

- 2. <u>Term.</u> The term of July 1, 2016 through June 30, 2017 is extended from year to year, on a fiscal year basis ending on June 30, unless terminated. Any Client member may terminate the Agreement for the subsequent fiscal year by providing at least sixty (60) days written notice before the end of each fiscal year to the Attorney and County Superintendent. The County Superintendent or Attorney may also terminate the Agreement by providing at least sixty (60) days written notice before the end of each fiscal year. Unless a sixty (60) day notice is given as provided herein, the Agreement shall be renewed from year-to-year on a fiscal year basis.
- 4. <u>Supersession</u>. This Agreement supersedes the previous Agreement effective July 1, 2015 and any previous legal agreements entered in by individual clients prior to July 1, 2015.
- 5. <u>Joint Representation</u>. From time to time, joint representation by Attorney may be more effective for Client representation. In order to comply with the Rules of Professional Conduct, Client may be requested, and may consent, to any such joint representation after a written disclosure of any potential conflict of interest. Nothing herein shall require a Client to provide any such consent unless joint representation is desired.
- 6. Execution in Counterparts: Copies. The Agreement may be signed on separate signature pages by the County Superintendent and Attorney. Copies of signatures shall have the same force and effect as original signatures. School district members of the Consortium may adopt the Agreement and become Clients of Attorney by approval of a resolution, effective July 1, 2016, in the form attached hereto as Exhibit C and incorporated herein by this reference.

SO AGREED.

TULARE COUNTY OFFICE OF EDUCATION

LOZANO SMITH, LLP

James Vidak

Superintendent of Schools

Date:

Karen M. Rezendes

Managing Partner

Date:

May 19, 2016