

BOARD OF EDUCATION

AGENDA - REGULAR BOARD MEETING

May 23, 2023 – Room 33 Conference Room at 6:00 pm

Kimberly Braziel

Humberto Cardenas

Schuyler Glover

Jessica Padilla

Humberto Quezada

Persons who are in need of disability-related modification of accommodation to participate in the board meeting must make a request in writing to the District Office, 21644 Avenue 196 Strathmore, California, 559-568-1741 x. 203. A request for accommodation should specify the nature of the modification or accommodation requested, including any necessary auxiliary aids or services required and the name and telephone number of the person making the request. The written request should be done as soon as possible and no later than two days before the meeting. The agenda, agenda packet, and any written documents distributed to the Board during a public meeting will be made available in appropriate alternative formats upon request by a person with a disability as required by the Americans with Disabilities Act. Written documents concerning agenda items are available for public inspection during normal business hours within 72 hours of the regular board meeting at the Sunnyside Union School District Office.

A. CALL TO ORDER

☐ Kimberly Braziel ☐ Humberto Quezada ☐ Jessica Padilla ☐ Schuyler Glover ☐ Humberto Cardenas

B. APPROVAL OF AGENDA

☐ Braziel (Aye, No, Ab) ☐ Quezada (Aye, No, Ab) ☐ Padilla (Aye, No, Ab) ☐ Glover (Aye, No, Ab) ☐ Cardenas (Aye, No, Ab)

C. PLEDGE OF ALLEGIANCE

D. CLOSED SESSION

1. Identify closed-session topics for discussion. Read Closes Session Items
2. Public Comment on Closed Session Items
Members of the public may address the Board regarding items on the Closed Session Agenda prior to the Board's adjournment into Closed Session. Individual Speakers are allowed 3 minutes to address the Board. The Board shall limit the total time for public input to 15 minutes for each item.
3. Adjourn to Closed Session
4. It is the intention of the Board to meet in Closed Session to consider student expulsion, suspension or disciplinary action/or other action involving pupil records (Education Code §35146, 48912(b), 48918(c))
 - a. Student # 1000715
 - b. Student # 1001498
 - c. Student # 1000750
 - d. Student # 1000680
 - e. Student # 1000937
 - f. Student # 1001393
 - h. Student # 1000759
 - i. Student # 1001495
 - j. Student # 1000760
 - k. Student # 1000766
 - l. Student # 1001075
 - m. Student # 1000766
5. Closed Session Agenda Items
 - a. Conference and Labor Negotiator - Government Code 54957.6:
 - i. CSEA Chapter 675
 - ii. Sunnyside Teachers Association /CTA
6. Call Back to Order
7. Announcement of action taken in Closed Session

E. PUBLIC COMMENT

Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to **three (3) minutes** with no more than **15 minutes per single topic** so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

F. ACKNOWLEDGEMENTS

1. 8th Grade SCICON Retreat Staff Participants

G. STAFF REPORTS

1. Business Manager - Human Resources
2. Vice Principal - Categorical Manager
3. Superintendent-Principal
4. Board Report
5. Staff Report

H. CONSENT CALENDAR

(The purpose of the Consent Calendar is to group items that may be approved routinely. Items on the Consent Calendar may be individually **addressed or removed** from the Consent Calendar at the request of a Board Member.)

BUSINESS ITEMS - PERSONNEL - ROUTINE APPROVALS

1. Approve Pay Vouchers/Purchase Orders for April 4 and 11 of 2023
 - a. Numbering: 231398 - 231483
 - b. Totaling: \$117,960.21
 - c. Approve and Sign Certificated Contracts for the 2022-2023 School Year
 - d. Approval of the Application for Use of School Facilities for Child Evangelism Fellowship - Good News Club for 2023-2024 SY (Annual)
 - e. Approval of the Tulare County Schools Legal Services Consortium (Annual)

CONSENT CALENDAR APPROVAL

___ Brazier (Aye, No, Ab) ___ Quezada (Aye, No, Ab) ___ Padilla (Aye, No, Ab) ___ Glover (Aye, No, Ab) ___ Cardenas (Aye, No, Ab)

I. PUBLIC NOTICE

1. Consideration and public notice of the district's initial proposal to the Sunnyside Teachers Association - CTA regarding certificated unit collective bargaining agreement negotiations, 2023-2024.
2. Consideration and public notice of Sunnyside Teachers Association - CTA initial proposal to the Sunnyside Union School District regarding certificated unit collective bargaining agreement negotiations, 2023-2024.
3. Consideration and public notice of the district's initial proposal to the CSEA Chapter 675 regarding classified unit collective bargaining agreement negotiations, 2023-2024.
4. Consideration and public notice of CSEA Chapter 675 initial proposal to the Sunnyside Union School District regarding classified unit collective bargaining agreement negotiations, 2023-2024.
5. A public hearing on the 2023-2024 proposed budget will be held on June 13, 2023, at 6:00 p.m. before the governing board of the Sunnyside Union School District ("District") in Conference Room 33 at 21644 Avenue 196,

Strathmore, California. At this public meeting, prior to the public hearing on the proposed budget, there will be a public hearing regarding the Local Control and Accountability Plan (LCAP) and budget overview for parents.

J. DISCUSSION ITEMS

1. Local Control and Accountability Plan - Draft of the 2023-2024 LCAP
2. Discussion of Local Indicators
3. Discussion of Federal Addendum
4. Update on Differentiated Assistance
5. Update on School Facilities Projects
 - a. Modernization Project
 - b. ELOP and Mental Health Services Building
 - c. ELOP Courts Project
6. End of Year Activities Update
7. Preliminary 2023-2024 Classroom Assignments
8. Student Services Update
9. May Revise Information
10. Results of Staff and Student Art Survey
11. Preschool Program Self Evaluation Process Summary

K. BOARD ITEMS

1. Information on the Review of Second Period Interim Report, 2022-2023
2. Participation in the Class of 2023 Graduation

L. ACTION ITEMS

1. Consideration and approval of the Budget Revision for the 2022-2023 School Year.
___ Braziel (Aye, No, Ab) ___ Quezada (Aye, No, Ab) ___ Padilla (Aye, No, Ab) ___ Glover (Aye, No, Ab) ___ Cardenas (Aye, No, Ab)
2. Consideration and approval of School Psychologist Job Description.
___ Braziel (Aye, No, Ab) ___ Quezada (Aye, No, Ab) ___ Padilla (Aye, No, Ab) ___ Glover (Aye, No, Ab) ___ Cardenas (Aye, No, Ab)
3. Consideration and approval of Special Services Resource Aide Job Description.
___ Braziel (Aye, No, Ab) ___ Quezada (Aye, No, Ab) ___ Padilla (Aye, No, Ab) ___ Glover (Aye, No, Ab) ___ Cardenas (Aye, No, Ab)
4. Consideration and approval of Surplus Materials for sale or disposal valued at less than \$2500.00.
___ Braziel (Aye, No, Ab) ___ Quezada (Aye, No, Ab) ___ Padilla (Aye, No, Ab) ___ Glover (Aye, No, Ab) ___ Cardenas (Aye, No, Ab)
5. Consideration and approval of the 2023-2024 ERS Library Media Services Agreement.
___ Braziel (Aye, No, Ab) ___ Quezada (Aye, No, Ab) ___ Padilla (Aye, No, Ab) ___ Glover (Aye, No, Ab) ___ Cardenas (Aye, No, Ab)

M. BOARD POLICY REVIEWS AND UPDATES

N. NEXT SCHEDULED REGULAR BOARD MEETING June 13, 2023 - 6:00 p.m.

O. ADJOURNMENT _____ **PM**

Superintendent-Principal's Report

Student Activities

- Junior High Reading Revolution – Third Place at TCOE Competition
- 8th Grade to SCICON – Awesome Experience
- 8th Grade to Universal Studios – May 19
- 2nd-3rd Grade – Porterville Fair

Staff Activities

- Taco Tuesday – Staff Appreciation Day
- Professional Development – Differentiated Assistance – Including Student Voice
- PAIDEIA Activities

Meetings

- Workmen's Comp Meeting
- TCHLN Dinner
- Small Schools – Special Services

Other

Discussion Items

Local Control Accountability Plan - We are putting together the finishing touches on the first draft. Ariana is working on the budget part. We will show electronically at the meeting.

Differentiated Assistance – The team worked on the attendance issues facing our site during the last two PD times. We are focusing on the following – (a) Incentives, (b) Parent Education/Communication; and (c) Student Relationships. The team is looking at implementing 1-2 ideas from each area to improve daily attendance.

School Facilities – Our lead manager/architect Claudio has left PBK. Rafael Ferreria, one of the Principal's at PBK is going to be the lead on all of our projects.

- a. Modernization Project – Plans are headed to DSA – realistic start time Spring – Summer of 2024. Put the project out to bid in February 2024
- b. ELOP – Mental Health – Signed the contract with AMS. May put this out at the same time as the Mod Project so there can be shared, thus reduced costs. Need to work with fire marshal on signing off.
- c. Courts Project – Over the Counter DSA meeting on the 25th.

End of Year Activities –

- Learner of the Year Dinner – Thursday, May 25
- 8th Grade Awards Dinner – Tuesday, May 30



Start – Live – Be

"The Tradition"

At Sunnyside Elementary

Sunnyside Elementary School

21644 Avenue 196

Strathmore, California 93267

Website: www.sunnysideunion.com

- Preschool Graduation – Tuesday, June 6
- 8th Grade Graduation – Wednesday, June 7
- Last Day of School – Thursday, June 8
- Tunnel for Success – Thursday, June 8

Preliminary Classroom Assignments – Certificated assignments are projected to be the same as this year. No Major Changes, no physical movements currently planned.

Special Services – Small school districts are meeting on Monday, May 22 to determine the interest in forming a JPA that would allow a district(s) to house Community Day School and Special Day Class. Mark Odsather at Pleasant View and I have been discussing and he has been working with Legal Counsel and TCOE Special Services to make this work. We are going to be responsible providing an education for our special needs students. Right now we are projecting \$12,500 for CDS (behavior and attendance), and \$15,000 for SDC (environment and setting) per student. Our biggest need is probably SDC with 3-4 students. We have to provide transportation and give up ADA. On the legal side they are working on getting an involuntary transfer clause (a reason to form a JPA) to transfer students without challenge. I will have more information after the meeting on Monday. The Pleasant View board has approved reopening their old CDS and has an extra room with self-contained restrooms available for a SDC. Our big issue is not the cost but we might be transporting students to Pleasant View and Visalia (\$3,500 per month).

May Revise – from Barrett Snider at Capitol Advisors – We can discuss all aspects at the meeting.

Governor Newsom just released the May Revision to his January budget proposal, reflecting an estimated \$32 billion total budget shortfall (up from a \$22 billion estimate in January).

According to the Governor's summary "the May Revision fully funds the 8.22 percent cost-of-living adjustment, maintains the Equity Multiplier, which would help accelerate learning gains and close opportunity gaps, continues to fully fund the first and second years of expanded eligibility for Transitional Kindergarten, and fully funds the Universal School Meals program, which provides two meals to students each day of school." In the January proposal the Governor projected an 8.13% COLA.

The Governor's May Revision avoids accessing the state's Prop 98 Rainy Day fund and proposes to make additional deposits, bringing the total to \$10.7 billion in 2023-24.

The May Revision also includes an additional \$300 million to fully fund universal meals in 2022-23 and 2023-24.

The Administration proposes to revise the LCFF formula for some County Offices of Education to provide adequate and more stable funding for students in Juvenile Court and other educational options programs.

The Governor also proposes changes to the Expanded Learning Opportunities Program (ELOP) "to provide LEAs with additional time to expend the ELOP funding allocations by extending the expenditure deadline for ELOP funds received in 2021-22 and 2022-23 from June 30, 2023, to June 30, 2024. This extension will allow LEAs to have more time for planning and implementation."

To pay for the higher COLA, spending and deposits to the Prop 98 Reserve, in addition to cuts to the Arts, Music, and Instructional Materials Discretionary Block Grant, the Administration proposes to cut the Learning Recovery Emergency Block Grant by \$2.5 billion in the current year.

Student Art Survey – Will share results at the meeting. They are still coming in.

Action Items

Psychologist Job Description – following approval we will post this position immediately.

Special Resources Job Description – We need to approve this so we have one on file for one of our employees. We originally were using the one from the county. This one is TCOEs that has been reformatted.

Surplus Materials – We will bring a list for approval at the meeting. The items on the list will be valued at under \$2500. Per board policy anything unanimously approved under this value does not need to be advertised and can be sold immediately.

49 Sunnyside Union Elementary School I **Tulare County Office of Education**
Accounts Payable Final Prelist - 5/4/2023 7:51:23AM

5/4/2023
7:51:23AM

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APY500

***** FINAL *****
Batch No 449

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
012549	A T & T	PV-231411	5/2/2023		0306025811001		010-00000-0-00000-27000-59000-0-0000	\$40.70		
	A T & T		5/2/2023		0306025811001		010-00000-0-00000-72000-59000-0-0000	\$17.44		
								\$58.14		
								Total Check Amount:		
014132	ALEXANDRE BAEZ	PV-231407	5/2/2023		JM-MAY23		010-00000-0-00000-72000-52000-0-0000	\$21.48		
								\$21.48		
								Total Check Amount:		
014006	AMAZON	PV-231418	5/2/2023		1M6Q4LGK17FP		010-90271-0-81000-59000-43000-0-1822	\$181.34		
								\$181.34		
								Total Check Amount:		
012647	CALIFORNIA ASSOCIATION OF	PV-231423	5/2/2023		000200019		010-00000-0-00000-73000-53000-0-0000	\$850.00		H
								\$850.00		
								Total Check Amount:		
014079	CALIFORNIA BUSINESS MACHINES	PV-231431	5/2/2023		322479/322580		010-11000-0-11100-10000-58000-0-0000	\$1,461.38		
								\$1,461.38		
								Total Check Amount:		
013977	Duran & Sons Trucking & Servic	PV-231424	5/2/2023		212052		010-07230-0-00000-36000-56000-0-0000	\$130.00		
	Duran & Sons Trucking & Servic	PV-231425	5/2/2023		212072		010-07230-0-00000-36000-56000-0-0000	\$378.21		
								\$508.21		
								Total Check Amount:		
013574	FLYERS ENERGY, LLC	PV-231438	5/3/2023		CFS-3408160		010-07230-0-00000-36000-43000-0-0000	\$1,604.24		
	FLYERS ENERGY, LLC		5/3/2023		CFS-3408160		010-00000-0-00000-81000-43000-0-0000	\$37.42		
	FLYERS ENERGY, LLC		5/3/2023		CFS-3408160		010-90271-0-81000-59000-43000-0-1825	\$100.63		
								\$1,742.29		
								Total Check Amount:		
013797	FRESNO MOBILE RADIO INC.	PV-231442	5/4/2023		63339		010-07230-0-00000-36000-59000-0-0000	\$152.00		
								\$152.00		
								Total Check Amount:		
014091	INTERSTATE BOOKS4SCHOOL	PV-231419	5/2/2023		153766		010-90271-0-81000-59000-43000-0-1824	\$414.84		
								\$414.84		
								Total Check Amount:		
014115	JD PLUMBING SOLUTIONS	PV-231401	5/2/2023		1092		130-53100-0-00000-37000-56000-0-0000	\$160.00		
								\$160.00		
								Total Check Amount:		

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Amount	Audit
						Check	Account Code		
013960	KIMBALL, CARLOS	PV-231420	5/2/2023		CK-APRIL23		010-00000-0-00000-72000-52000-0-0000	\$58.95	
								\$58.95	
								Total Check Amount:	
013409	KNIGHT GUARD ALARM	PV-231443	5/4/2023		84305		010-00000-0-00000-81000-56000-0-0000	\$113.11	H
								\$113.11	
								Total Check Amount:	
013808	Mezolan, Neil	PV-231421	5/2/2023		NM-APRIL23		010-11000-0-11100-10000-43000-0-0000	\$37.14	
	Mezolan, Neil	PV-231422	5/2/2023		NM-APRIL23		010-07200-0-11100-10000-43000-0-0506	\$21.58	
	Mezolan, Neil	PV-231437	5/3/2023		NM-MAY23		010-11000-0-11100-10000-43000-0-0000	\$78.29	
								\$137.01	
								Total Check Amount:	
013742	MID VALLEY DISPOSAL	PV-231410	5/2/2023		0650133		010-00000-0-00000-81000-55000-0-0000	\$461.55	
								\$461.55	
								Total Check Amount:	
013711	MISSION LINEN SUPPLY	PV-231435	5/2/2023		519175756		010-00000-0-00000-81000-58000-0-0000	\$79.29	
	MISSION LINEN SUPPLY		5/2/2023		519175756		130-53100-0-00000-37000-58000-0-0000	\$77.15	
	MISSION LINEN SUPPLY		5/2/2023		519175756		120-61050-0-00010-10000-58000-0-0000	\$23.78	
								\$180.22	
								Total Check Amount:	
013490	MONTOYA, CHRISTINA	PV-231432	5/2/2023		CM-APRIL23		130-53100-0-00000-37000-43000-0-0000	\$10.52	
								\$10.52	
								Total Check Amount:	
014083	NATIONAL PAIDEIA CENTER	PV-231441	5/4/2023		1773		010-62660-0-11100-10000-58000-0-0000	\$700.00	
								\$700.00	
								Total Check Amount:	
014030	R & L Crow Distributing	PV-231416	5/2/2023		DAIRY		010-54660-0-00000-37000-47000-0-0000	\$496.40	H
								\$496.40	
								Total Check Amount:	
013665	SHRED-IT USA LLC	PV-231412	5/2/2023		8003811201		010-00000-0-00000-72000-58000-0-0000	\$144.18	
								\$144.18	
								Total Check Amount:	
012831	SISC III	PV-231400	5/2/2023		72181		010-00000-0-00000-71100-34010-0-0000	\$9,025.18	
	SISC III		5/2/2023		72181		010-00000-0-00000-00000-95028-0-0000	\$4,565.70	G
	SISC III		5/2/2023		72181		010-00000-0-00000-00000-95024-0-0000	\$57,578.83	G

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Audit Amount	Flag	EFT
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012867	SMART & FINAL STORES CORP.	PV-231414	5/2/2023		001,602,601,102,801,		010-00000-0-00000-81000-43000-0-0000	\$509.71		
	SMART & FINAL STORES CORP.		5/2/2023		001,602,601,102,801,		010-00008-0-00000-31400-43000-0-0000	\$19.64		
	SMART & FINAL STORES CORP.		5/2/2023		001,602,601,102,801,		010-07200-0-00000-24950-58000-0-0205	\$43.59		
	SMART & FINAL STORES CORP.		5/2/2023		001,602,601,102,801,		130-53100-0-00000-37000-43000-0-0000	\$41.49		
	SMART & FINAL STORES CORP.		5/2/2023		001,602,601,102,801,		130-53100-0-00000-37000-47000-0-0000	\$29.95		
Total Check Amount:								\$71,169.71		
Total Check Amount:								\$644.38		

005383	SOUTHERN CALIF EDISON CO	PV-231430	5/2/2023		700586727984		130-53100-0-00000-81000-55000-0-0000	\$257.93		
	SOUTHERN CALIF EDISON CO		5/2/2023		700586727984		010-00000-0-00000-81000-55000-0-0000	\$4,799.56		

Total Check Amount: \$5,057.49

013392	SOUTHWEST SCHOOL & OFFICE	PV-231402	5/2/2023		60000084976		010-11000-0-11100-10000-43000-0-0000	\$67.19		
	SOUTHWEST SCHOOL & OFFICE	PV-231403	5/2/2023		60000084979		010-11000-0-11100-10000-43000-0-0000	\$8.01		
	SOUTHWEST SCHOOL & OFFICE	PV-231404	5/2/2023		60000084977		010-11000-0-11100-10000-43000-0-0000	\$233.65		
	SOUTHWEST SCHOOL & OFFICE	PV-231405	5/2/2023		60000084975		010-11000-0-11100-10000-43000-0-0000	\$4.19		
	SOUTHWEST SCHOOL & OFFICE	PV-231406	5/2/2023		60000085880		010-11000-0-11100-10000-43000-0-0000	\$5.59		
	SOUTHWEST SCHOOL & OFFICE	PV-231426	5/2/2023		60000083358		010-90271-0-81000-59000-43000-0-1823	\$109.03		
	SOUTHWEST SCHOOL & OFFICE	PV-231427	5/2/2023		60000082678		010-00000-0-00000-72000-43000-0-0000	\$34.93		
	SOUTHWEST SCHOOL & OFFICE	PV-231428	5/2/2023		60000083357		010-11000-0-11100-10000-43000-0-0000	\$35.68		
	SOUTHWEST SCHOOL & OFFICE	PV-231429	5/2/2023		60000083356		010-11000-0-11100-10000-43000-0-0000	\$275.29		
	SOUTHWEST SCHOOL & OFFICE	PV-231436	5/2/2023		60000084978		010-11000-0-11100-10000-43000-0-0000	\$7.78		
Total Check Amount:								\$781.34		

012637	STRATHMORE PUBLIC	PV-231409	5/2/2023		10017P-00		130-53100-0-00000-81000-55000-0-0000	\$10.23		
	STRATHMORE PUBLIC		5/2/2023		10017P-00		010-00000-0-00000-81000-55000-0-0000	\$190.36		

Total Check Amount: \$200.59

005581	SUNNYSIDE SCHOOL DIST	PV-231398	5/2/2023		EXCURSION		010-00000-0-00000-81000-56000-0-0000	\$777.56	M	
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Total Check Amount: \$777.56

012474	SYSCO FOOD SERVICES OF MODESTO	PV-231434	5/2/2023		384582921		130-53100-0-00000-37000-43000-0-0000	\$1,463.68		
	SYSCO FOOD SERVICES OF MODESTO		5/2/2023		384582921		130-53100-0-00000-37000-43000-0-0000	\$87.95		

*** FINAL ***

Batch No 449

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
Total Check Amount:								\$1,551.63		
005388	THE GAS COMPANY	PV-231415	5/2/2023		17621639008		130-53100-0-00000-81000-55000-0-0000	\$47.26		
	THE GAS COMPANY		5/2/2023		17621639008		010-00000-0-00000-81000-55000-0-0000	\$879.49		
Total Check Amount:								\$926.75		
013469	TORRES-MARQUEZ, JEANNETTE	PV-231408	5/2/2023		JM-MAY23		010-00000-0-00000-72000-52000-0-0000	\$11.66		
Total Check Amount:								\$11.66		
013111	TULARE CO. OFFICE OF EDUCATION	PV-231440	5/3/2023		232576		010-00000-0-11100-10000-58000-0-0000	\$11,652.29		
Total Check Amount:								\$11,652.29		
014031	URBAN FUTURES INC	PV-231399	5/2/2023		DISCLOSURE 2021-22		010-00000-0-00000-71500-58000-0-0000	\$3,725.00	L	
Total Check Amount:								\$3,725.00		
013221	VALLEY FOOD SERVICE	PV-231433	5/2/2023		42622		130-53100-0-00000-37000-47000-0-0000	\$776.50		
	VALLEY FOOD SERVICE		5/2/2023		42622		120-61050-0-00010-10000-43000-0-0000	\$52.96		
Total Check Amount:								\$829.46		
006227	WEISENBERGERS ACE HARDWARE	PV-231413	5/2/2023		819031		120-61050-0-00010-10000-43000-0-0000	\$19.65		
Total Check Amount:								\$19.65		
Total Check Amount:								\$19.65		

Accounts Payable Final Prelist - 5/4/2023 7:51:23AM

*** FINAL ***

Batch No 449

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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Total District Payment Amount: \$105,199.13

Vendor No	Vendor Name	Reference		Invoice		PO #	Invoice No	Separate		Amount	Flag	EFT
		Number	Date					Check	Account Code			

Batch No 449

Total Accounts Payable: \$105,199.13

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 105,199.13 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		\$102,140.08
120		\$96.39
130		\$2,962.66
Total		\$105,199.13

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Amount	Audit
						Check	Account Code		
013371	A.C.S.A. A.C.S.A.	PV-231463	5/9/2023		138626 138626		010-00000-0-00000-72000-53000-0-0000 010-00000-0-00000-71500-53000-0-0000	\$114.21 \$197.77	
Total Check Amount:								\$311.98	
013630	AAA TRUCK SERVICE INC.	PV-231468	5/9/2023		55039		010-07230-0-00000-36000-43000-0-0000	\$42.69	
Total Check Amount:								\$42.69	
014006	AMAZON AMAZON AMAZON	PV-231447 PV-231454 PV-231477	5/9/2023 5/9/2023 5/9/2023		1NLLDJRR9FHC 1J6FF3LK7FMR 1YPJM4TD7MFH		010-07200-0-11100-10000-43000-0-0509 010-90271-0-81000-59000-43000-0-1823 010-00008-0-00000-31400-43000-0-0000	\$147.82 \$212.88 \$75.41	
Total Check Amount:								\$436.11	
012407	AMERICAN FIDELITY ASSURANCE CO	PV-231461	5/9/2023		22635/4537428		010-00000-0-00000-00000-95024-0-0000	\$353.22	G
Total Check Amount:								\$353.22	
014061	ARROYO, JULIAN	PV-231445	5/9/2023		JA-MAY23		010-00000-0-00000-72000-52000-0-0000	\$25.81	
Total Check Amount:								\$25.81	
013610	CALIFORNIA DEPARTMENT OF ED	PV-231473	5/9/2023		23SF-44160		130-53100-0-00000-37000-58000-0-0000	\$191.10	
Total Check Amount:								\$191.10	
012088	CULLIGAN	PV-231476	5/9/2023		66977		010-00000-0-00000-81000-43000-0-0000	\$308.00	
Total Check Amount:								\$308.00	
013864	DEMERATH, EILEEN	PV-231466	5/9/2023		ED-MAY23		010-11000-0-11100-10000-43000-0-0000	\$149.54	
Total Check Amount:								\$149.54	
013795	FRONTIER COMMUNICATIONS	PV-231475	5/9/2023		55956817410615765		010-00000-0-00000-81000-59000-0-0000	\$296.97	
Total Check Amount:								\$296.97	
013849	GOLDEN EAGLE CHARTER INC	PV-231467	5/9/2023		20308		010-07200-0-11100-10000-58000-0-0504	\$2,833.20	L
Total Check Amount:								\$2,833.20	
013522	LOWE'S	PV-231471	5/9/2023		98005439769		010-00000-0-00000-81000-43000-0-0000	\$622.04	

Page 2 of 4
APY500

Total Check Amount: 425.00

*** FINAL ***
Batch No 451

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Account Code	Amount	Audit Flag	EFT
						Check	Account Code				
013392	SOUTHWEST SCHOOL & OFFICE	PV-231450	5/9/2023		600000093698		010-11000-0-11100-10000-43000-0-0000	\$22.67			
	SOUTHWEST SCHOOL & OFFICE	PV-231451	5/9/2023		600000093695		010-11000-0-11100-10000-43000-0-0000	\$17.78			
	SOUTHWEST SCHOOL & OFFICE	PV-231452	5/9/2023		600000093696		010-11000-0-11100-10000-43000-0-0000	\$61.97			
	SOUTHWEST SCHOOL & OFFICE	PV-231453	5/9/2023		600000093697		010-11000-0-11100-10000-43000-0-0000	\$13.43			
	SOUTHWEST SCHOOL & OFFICE	PV-231470	5/9/2023		600000096379		010-11000-0-11100-10000-43000-0-0000	\$19.61			
	SOUTHWEST SCHOOL & OFFICE	PV-231478	5/9/2023		600000096378		010-11000-0-11100-10000-43000-0-0000	\$4.05			
	SOUTHWEST SCHOOL & OFFICE	PV-231483	5/11/2023		600000098197		130-53100-0-00000-37000-43000-0-0000	\$19.83			
								Total Check Amount:	\$159.34		
012474	SYSKO FOOD SERVICES OF MODESTO	PV-231459	5/9/2023		384594603		130-53100-0-00000-37000-47000-0-0000	\$1,016.35			
	SYSKO FOOD SERVICES OF MODESTO		5/9/2023		384594603		130-53100-0-00000-37000-43000-0-0000	\$163.79			
								Total Check Amount:	\$1,180.14		
013911	Taylor Brothers, Inc DBA Res C	PV-231472	5/9/2023		2127008		010-00000-0-00000-81000-58000-0-0000	\$75.92			
	Taylor Brothers, Inc DBA Res C		5/9/2023		2127008		130-53100-0-00000-37000-58000-0-0000	\$4.08			
								Total Check Amount:	\$80.00		
013629	TOTAL COMPENSATIONS SYSTEMS IN	PV-231480	5/10/2023		11886		010-00000-0-00000-72000-58000-0-0000	\$1,035.00			
								Total Check Amount:	\$1,035.00		
013053	TROPHY SHOPPE	PV-231482	5/11/2023		19696		010-00000-0-00000-72000-43000-0-0000	\$73.07			
								Total Check Amount:	\$73.07		
013221	VALLEY FOOD SERVICE	PV-231457	5/9/2023		426533		010-54660-0-00000-37000-47000-0-0000	\$371.25			
	VALLEY FOOD SERVICE	PV-231458	5/9/2023		426534		130-53100-0-00000-37000-47000-0-0000	\$336.66			
	VALLEY FOOD SERVICE		5/9/2023		426534		130-53100-0-00000-37000-43000-0-0000	\$52.96			
								Total Check Amount:	\$960.87		
011686	WHITES MUSIC CENTER	PV-231481	5/11/2023		786/082/211/351		010-07200-0-11100-10000-56000-0-0512	\$188.31			
	WHITES MUSIC CENTER		5/11/2023		786/082/211/351		010-07200-0-11100-10000-43000-0-0512	\$37.68			
								Total Check Amount:	\$225.99		
014034	XEROX FINANCIAL SERVICES	PV-231464	5/9/2023		4212527		010-11000-0-11100-10000-58000-0-0000	\$527.66			

Accounts Payable Final Prelist - 5/11/2023 7:07:57AM

*** FINAL ***

Batch No 451

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
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Total Check Amount: \$527.66

Accounts Payable Final Prelist - 5/11/2023 7:07:57AM

*** FINAL ***
Batch No 451

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
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Total District Payment Amount: \$12,761.08

Batch No 451

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 12,761.08 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).

Sunnyside Union Elementary School District**E 1330(a)****Application for Use of School Facilities****FACILITY USE/FEE SCHEDULE**

Minimum of two hour charge for opening, closing and cleaning facility when outside of normal staffing hours. An additional fee may be charged for cleaning.

Normal Daily Staffing Hours

School Year 7:00 A.M. to 6:00 P.M.

Summer Hours 6:30 AM to 3:00 P.M.

*Thursdays - 2:30 - 4:15 p.m.
Library - Sept. - April 2023-2024*

Facility	District Cost Fee/Per Hour	Fair Value/Per Hour	Hours	Cost
Auditorium	\$18.00	\$20.00		
Cafeteria (No Kitchen Use)	\$15.00	\$17.00		
Classroom (each room)	\$5.00	\$5.00		
Softball/Baseball Fields	\$8.00	\$10.00		
Football/Soccer Field	\$10.00	\$12.00		
Restroom	\$10.00	\$15.00		
Cleaning Fee	As Needed/Necessary	As Need/Necessary		

No Charge

Joint Facility Use Agreement, Non-Profit Organizations, Clubs/Associations that Promote Youth and School Activities

District Cost Fees

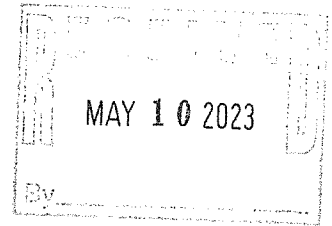
Religious Services, Charitable Fund Raisers, Public Agencies, Events Sponsored by Religious or Community Groups (except those which qualify for free use)

Fair Value

Groups using grounds for entertainment, meetings, or activities where admission is charged or contributions are solicited and the net receipts are not expended for charitable purposes or for the welfare of the district's students.

Name of Individual Assuming Liability for Rental, Bodily Injury & Property Damage or Additional Expenses Resulting from or During Usage		
Printed Name <i>Deborah M. Baldwin</i>	Today's Date <i>May 8, 2023</i>	
Title: <i>Club Coordinator</i>	Name of Organization <i>Child Evangelism Fellowship - Good News Club</i>	
Address: <i>1322 E. Shaw Ave. #110, Fresno, CA 93710</i>		
Telephone Number (Organization): <i>559-226-5539</i>	Telephone Number (Home/Cell): <i>559-359-6860</i>	Signature: <i>Deborah M. Baldwin</i>
Security will be required for events that are open to the general public. Security is responsibility of Individual Listed above. Proof of Security is required 7 days prior to event. Security is Required <input type="checkbox"/> Yes <input type="checkbox"/> No		
Additional charges may apply if additional clean-up or repairs are required due to misuse or damage to facility as determined by Superintendent or designee		
Restrictions 1. Any use by an individual or group for the commission of any crime or any act prohibited by law. 2. Any use which is inconsistent with the use of the school facility for school purposes or which interferes with the regular conduct of school or school work. 3. Any use which involves the possession, consumption for sale of alcoholic beverages or any restricted substances, including tobacco use.		
Damage and Liability 1. Shall be liable for any property damages resulting from its negligence during the use of the facilities or grounds. The group shall bear the cost of insuring against the risk and defending itself against claims arising from this risk (Education Code 38134). 2. Shall provide the district with evidence of insurance against claims arising out of the group's negligence. Groups or organizations shall also be required to include the district as an additionally insured on their liability policies for claims arising out of the negligence of the group. 3. As permitted, the District may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facility being used.		
For Office Use Only		
District Approved Signature:	Special Instructions	
Date:		

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



Tim A. Hire
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) 302-3633
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

May 8, 2023

To: School Districts Superintendents

From: Fernie Marroquin, Ed.D., Assistant Superintendent

Subject: Tulare County Schools Legal Services 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); a brief overview outlining inclusions within the basic and special legal services categories; and the Tulare County Consortium 2023-2024 Fee Schedule.

The rate for 2023-2024 is the same as 2022-2023 and is calculated as follows:

- Basic Legal Services: \$5,000 per district base fee, plus \$5.25 per unit of ADA as of the 2021-2022 CalPADS Fall 1 Enrollment Count
- Administration Fee: 5% fixed fee (including all expenses incurred for travel, database access, mailing services, word processing, parking, meals, mileage, faxes, telephone and photocopies)
- Special Legal Services: Billed at an hourly rate of \$260 for all attorneys
- Attorney Support: Lozano Smith's partners and senior attorneys will continue to service as client leads and points of contact throughout the year

Invoices will be sent out after July 15, 2023 for half of the sum calculated for your district and the remaining half will be invoiced after January 15, 2024.

The resolution approved by your district's governing board in 2021-2022 remains in effect. There is no action required on your part to continue services for 2023-2024. The language in the Agreement allows it 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.

Enclosures:

- Legal Services Agreement for the Tulare County Office of Education Legal Services Consortium
- Basic v. Special Legal Services
- Tulare County Consortium 2023-2024 Fee Schedule

cc: Jody Arriaga, Director Internal Business Services

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

This agreement ("Agreement") is effective July 1, 2022 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, 2022 to June 30, 2023, each Client payment for basic legal services ("basic services") is calculated on \$5,000 per Client plus \$5.25 per Client unit of ADA as of the 2020-21 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. 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 legal services only ("specialized services"), Client shall be separately billed by Lozano Smith and fees earned at a hourly rate of \$260 for all attorneys through June 30, 2023. For subsequent fiscal years beginning on July 1 and ending on June 30, the Parties shall evaluate for adjustment for each subsequent fiscal year the legal fees and expenses for both basic and specialized services. 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. The County Superintendent will coordinate and administer the Agreement for basic services on behalf of the Clients. For basic 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 each school fiscal year.

2. Term. The term of the Agreement 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 thirty (30) 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 thirty (30) days written notice before the

end of each fiscal year. Unless a thirty (30) day notice is given as provided herein, the Agreement shall be renewed from year-to-year on a fiscal year basis.

4. Supersession. This Agreement supersedes the previous Agreement effective July 1, 2016.


5. Joint Representation. 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.

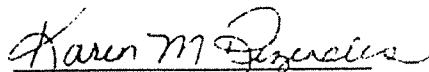
6. Execution in Counterparts; Copies. The Agreement may be signed on separate signature pages by the County Superintendent and Attorney. Copies of signatures shall have the same force and effect as original signatures.

SO AGREED.

TULARE COUNTY OFFICE OF
EDUCATION

LOZANO SMITH, LLP


By: Tim A. Hire
Superintendent of Schools
Date: 5/16/, 2022


Karen M. Rezendes
Managing Partner
Date: May 9, 2022

Basic v. Specialized Legal Services

BASIC LEGAL SERVICES

- Initial phone consultation on *any* matter, including those listed under specialized services.
- Basic legal advice that addresses general questions regarding general education matters, including:
 - Personnel issues
 - Board governance
 - Student issues
 - Special education
 - Brown Act
 - Public Records Act
 - Charter schools
 - Contracts
 - Facility and Business issues
- Follow-up work product via phone, email or other writing that continues to provide general legal advice on general education matters.

Examples

- What is the latest I can release a first year probationary teacher?
- Can a student be disciplined for bullying on Facebook?
- What does the Brown Act require for agenda language to terminate an employee?
- Can I discipline a student for getting into a fight with another student on the weekend?
- How much can I charge for complying with a Public Records request? How soon must I produce the documents?
- Can you send me a contract for hiring a certificated employee?
- Can I purchase a bus without bidding?
- Can you send me a contract I can use to hire an independent contractor?

SPECIALIZED SERVICES

- Continuing legal advice on general education matters that has become specialized. A matter becomes specialized when it develops into a complex issue requiring an analysis of significant documents, substantial research, or the issuance of a significant legal work product.
- Legal advice on specialized topics, including:
 - Workers' Compensation matters
 - Labor relations issues
 - Investigations
 - Voting rights and election issues
 - Intellectual property issues
 - Tax, bond counsel or financial matters
 - Retirement, pensions and Affordable Care Act issues
 - Administrative proceedings
 - Litigation
 - Real Property Acquisition

Examples

- Draft charges to terminate an employee
- Draft negotiations proposals
- Draft a contract
- Write an opinion letter on a fact specific issue
- Attend a board meeting
- Conduct negotiations
- Represent the District in an administrative or judicial case

Tulare County Consortium 2023-2024 Fee Schedule

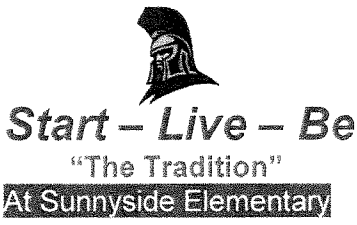
District Name	Enrollment	Retainer	Option (\$5.25) + \$5,000	5% Admin. Fee	Option + Admin. Fee= Total Fee	1st/2nd Payment 50%
Allensworth Elementary	80	\$ 5,000.00	\$ 5,420.00	\$ 271.00	\$ 5,691.00	\$2,845.50
Alpaugh Unified	353	\$ 5,000.00	\$ 6,853.25	\$ 342.66	\$ 7,195.91	\$3,597.96
Alta Vista Elementary	514	\$ 5,000.00	\$ 7,698.50	\$ 384.93	\$ 8,083.43	\$4,041.71
Buena Vista Elementary	191	\$ 5,000.00	\$ 6,002.75	\$ 300.14	\$ 6,302.89	\$3,151.44
Burton Elementary	4,772	\$ 5,000.00	\$ 30,053.00	\$ 1,502.65	\$ 31,555.65	\$15,777.83
Columbine Elementary	181	\$ 5,000.00	\$ 5,950.25	\$ 297.51	\$ 6,247.76	\$3,123.88
Cutler-Orosi Joint Unified	3,943	\$ 5,000.00	\$ 25,700.75	\$ 1,285.04	\$ 26,985.79	\$13,492.89
Dinuba Unified	6,592	\$ 5,000.00	\$ 39,608.00	\$ 1,980.40	\$ 41,588.40	\$20,794.20
Ducor Union Elementary	124	\$ 5,000.00	\$ 5,651.00	\$ 282.55	\$ 5,933.55	\$2,966.78
Earlimart Elementary	1,445	\$ 5,000.00	\$ 12,586.25	\$ 629.31	\$ 13,215.56	\$6,607.78
Eleanor Roosevelt Community Learning	397	\$ 5,000.00	\$ 7,084.25	\$ 354.21	\$ 7,438.46	\$3,719.23
Exeter Unified	2,633	\$ 5,000.00	\$ 18,823.25	\$ 941.16	\$ 19,764.41	\$9,882.21
Farmersville Unified	2,463	\$ 5,000.00	\$ 17,930.75	\$ 896.54	\$ 18,827.29	\$9,413.64
Hope Elementary	232	\$ 5,000.00	\$ 6,218.00	\$ 310.90	\$ 6,528.90	\$3,264.45
Hot Springs Elementary	8	\$ 5,000.00	\$ 5,042.00	\$ 252.10	\$ 5,294.10	\$2,647.05
Kings River Union Elementary	380	\$ 5,000.00	\$ 6,995.00	\$ 349.75	\$ 7,344.75	\$3,672.38
Liberty Elementary	749	\$ 5,000.00	\$ 8,932.25	\$ 446.61	\$ 9,378.86	\$4,689.43
Lindsay Unified	4,000	\$ 5,000.00	\$ 26,000.00	\$ 1,300.00	\$ 27,300.00	\$13,650.00
Monson-Sultana Joint Union Elementary	447	\$ 5,000.00	\$ 7,346.75	\$ 367.34	\$ 7,714.09	\$3,857.04
Oak Valley Union Elementary	569	\$ 5,000.00	\$ 7,987.25	\$ 399.36	\$ 8,386.61	\$4,193.31
Outside Creek Elementary	126	\$ 5,000.00	\$ 5,661.50	\$ 283.08	\$ 5,944.58	\$2,972.29
Palo Verde Union Elementary	488	\$ 5,000.00	\$ 7,562.00	\$ 378.10	\$ 7,940.10	\$3,970.05
Pixley Union Elementary	889	\$ 5,000.00	\$ 9,667.25	\$ 483.36	\$ 10,150.61	\$5,075.31
Pleasant View Elementary	426	\$ 5,000.00	\$ 7,236.50	\$ 361.83	\$ 7,598.33	\$3,799.16
Porterville Unified	14,471	\$ 5,000.00	\$ 80,972.75	\$ 4,048.64	\$ 85,021.39	\$42,510.69
Richgrove Elementary	531	\$ 5,000.00	\$ 7,787.75	\$ 389.39	\$ 8,177.14	\$4,088.57
Rockford Elementary	323	\$ 5,000.00	\$ 6,695.75	\$ 334.79	\$ 7,030.54	\$3,515.27
Saucelito Elementary	77	\$ 5,000.00	\$ 5,404.25	\$ 270.21	\$ 5,674.46	\$2,837.23
Sequoia Union Elementary	384	\$ 5,000.00	\$ 7,016.00	\$ 350.80	\$ 7,366.80	\$3,683.40
Springville Union Elementary	309	\$ 5,000.00	\$ 6,622.25	\$ 331.11	\$ 6,953.36	\$3,476.68
Stone Corral Elementary	128	\$ 5,000.00	\$ 5,672.00	\$ 283.60	\$ 5,955.60	\$2,977.80
Strathmore Union Elementary	702	\$ 5,000.00	\$ 8,685.50	\$ 434.28	\$ 9,119.78	\$4,559.89
Sundale Union Elementary	793	\$ 5,000.00	\$ 9,163.25	\$ 458.16	\$ 9,621.41	\$4,810.71
Sunnyside Union Elementary	344	\$ 5,000.00	\$ 6,806.00	\$ 340.30	\$ 7,146.30	\$3,573.15
Terra Bella Union Elementary	782	\$ 5,000.00	\$ 9,105.50	\$ 455.28	\$ 9,560.78	\$4,780.39
Three Rivers Union Elementary	101	\$ 5,000.00	\$ 5,530.25	\$ 276.51	\$ 5,806.76	\$2,903.38
Tipton Elementary	536	\$ 5,000.00	\$ 7,814.00	\$ 390.70	\$ 8,204.70	\$4,102.35
Traver Joint Elementary	217	\$ 5,000.00	\$ 6,139.25	\$ 306.96	\$ 6,446.21	\$3,223.11
Tulare City	9,207	\$ 5,000.00	\$ 53,336.75	\$ 2,666.84	\$ 56,003.59	\$28,001.79
Tulare Joint Union High	5,764	\$ 5,000.00	\$ 35,261.00	\$ 1,763.05	\$ 37,024.05	\$18,512.03
Visalia Unified	29,008	\$ 5,000.00	\$ 157,292.00	\$ 7,864.60	\$ 165,156.60	\$82,578.30
Waukena Joint Union Elementary	214	\$ 5,000.00	\$ 6,123.50	\$ 306.18	\$ 6,429.68	\$3,214.84
Woodlake Unified	2,070	\$ 5,000.00	\$ 15,867.50	\$ 793.38	\$ 16,660.88	\$8,330.44
Woodville Union Elementary	407	\$ 5,000.00	\$ 7,136.75	\$ 356.84	\$ 7,493.59	\$3,746.79
Totals:	98,370	\$ 220,000.00	\$ 736,442.50	\$ 36,822.13	\$ 773,264.63	\$386,632.31

Tulare County Office of Education			\$ 88,400.00	\$ 4,420.00	\$ 92,820.00
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Annual		
\$ 824,842.50	\$ 41,242.13	\$ 866,084.63

Sunnyside Union School District Initial
Sunshine Proposal for the 2023-2024 School Year
To
Sunnyside Faculty Association/CTA/NEA
May 23, 2023

1. Article XIX: Salary - Increase the current Salary Schedule to 2023-2024
2. Article XX: Benefits - The District will continue to fully fund the health and welfare benefits premium beginning October 1, 2023.
3. Article XIV Evaluations – Change and modify current evaluation tool.
4. Appendix A: Work collaboratively with the administration to adjust the current salary schedule.



Sunnyside Elementary School
21644 Avenue 196
Strathmore, California 93267
Website: www.sunnysideunion.com

Sunnyside Union School District Initial

Sunshine Proposal for the 2023-2024 School Year

To

CSEA Chapter 675

May 23, 2023

1. Article XIX: Salary - Increase the current Salary Schedule to 2023-2024
2. Article XX: Benefits - The District will continue to fully fund the health and welfare benefits premium beginning October 1, 2023.
3. Other: Add Section on Evaluations

INITIAL PROPOSAL
FOR THE 2023-2024 SUCCESSOR AGREEMENT
FROM THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS
SUNNYSIDE CHAPTER #675
TO THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT

April 24, 2023

Pursuant to the Educational Employment Relations Act and the 2020-2023 Collective Bargaining Agreement ("CBA") between the Sunnyside Union Elementary School District ("District") and the California School Employees Association and its Sunnyside Chapter #675 ("CSEA"), CSEA submits this initial proposal to commence negotiations with the District for the 2023-2026 Successor Agreement.

CSEA proposes to alter and/or amend the following articles as indicated and presents these proposals for public discussion in accordance with Government Code §3547.

ARTICLE VII: DEFINITIONS

CSEA proposes to alter and/or amend language including but not limited to definitions.

ARTICLE IX: PAY AND ALLOWANCE

CSEA proposes a fair and equitable salary increase for classified bargaining unit members.

CSEA proposes to alter and/or amend language including but not limited to salary and salary attachments.

ARTICLE XI: HEALTH AND WELFARE BENEFITS

CSEA proposes that the district shall provide for the full increase cost of the current health and welfare benefits for all eligible employees and their dependents.

CSEA proposes to alter and/or amend language including but not limited to retirement benefits.

CSEA proposes to alter and/or amend language including but not limited to employee benefits.

ARTICLE XII: HOLIDAYS

CSEA proposes to alter and/or amend language including but not limited to Holidays.

ARTICLE XIII: VACATION PLAN

CSEA proposes to alter and/or amend language including but not limited to Vacation.

ARTICLE XIV: LEAVES

CSEA proposes to alter and/or amend language including but not limited to employee leaves.

ARTICLE XV: TRANSFERS

CSEA proposes to alter and/or amend language including but not limited to transfers.

ARTICLE XVI: PROMOTION

CSEA proposes to alter and/or amend language including but not limited to promotions.

ARTICLE XXIV: DURATION

CSEA proposes to alter and/or amend language including but not limited to the term.

All other provisions of the CBA shall remain in full force and effect.

CSEA retains the right to amend, modify, add to or delete from these proposals at any time during the negotiations process.

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



Tim A. Hire
*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) 302-3633
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

April 17, 2023

Steve Tsuboi, Superintendent
Sunnyside Union School District
21644 Avenue 196
Strathmore, CA 93267

SUBJECT: REVIEW OF SECOND PERIOD INTERIM REPORT, 2022-23

Dear Steve:

The county office has reviewed the 2022-23 Second Period Interim Report of the Sunnyside Union 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 January 31st.

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,

A handwritten signature in blue ink, appearing to read "Fernie Marroquin".

Fernie Marroquin, Ed.D.
Assistant Superintendent, Business Services
Tulare County Office of Education

FM/sd
Encl.

cc: Schuyler Glover, Board President
District Business Manager

BACKGROUND

Our review of the district's 2022-23 Second Period Interim Report and the comments included are based on information the district had available at the time the Interim Report was prepared. The Governor's budget for 2023-24 proposes to preserve investments made during unexpected rapid economic growth experienced during the global pandemic. The State economy has recovered from the COVID-19 pandemic; however, due to a recent economic slow down the State is facing an estimated budget gap of \$22.5 billion. This budget deficit is addressed in the Governor's budget proposal by utilizing funding delays, shifts, and some reductions with the goal of maintaining the majority of programs the Governor has put in place over the past few years.

Of most significance is the Governor's proposal to allocate roughly \$5 billion in Prop 98 funding to fund a statutory cost of living adjustment (COLA) of 8.13% in 2023-24. Included in this \$5 billion investment is the introduction of an LCFF Equity Multiplier. This additional LCFF add-on is intended to be allocated to high-poverty schools to fund additional services and support directly to students. It is important to note that in order to fund the 2022-23 and 2023-24 LCFF COLAs, the Governor's proposed budget includes a reduction of \$1.2 billion to the Arts, Music, and Instructional Materials Discretionary Block Grant. Justification for this grant reduction includes introduction of an additional \$941 million in the form of the Arts and Music in Schools – Funding Guarantee and Accountability Act (Proposition 28) that was passed by California voters in the November 2022 election. Proposition 28 funding will be allocated to districts with the statutory requirement of increasing arts instruction and/or arts programs.

The Governor's estimated COLA would also be applied to other education programs funded outside of the LCFF including Special Education, Child Nutrition, State Preschool, Foster Youth, Mandated Block Grant, and the Adult in Correctional Facilities Program. The 2023-24 budget proposal also includes significant investments in categorical programs many of which were introduced as part of the 2022 Budget Act:

- \$690 million Prop 98 funding to implement the second year of Transitional Kindergarten;
- \$64.5 million in Prop 98 and \$51.8 million in General Fund funding to continue a multi-year plan for inclusivity adjustments to the State Preschool Program;
- \$500 million in General Fund funding to support the Full-Day Kindergarten Facility Program;
- \$2.1 billion in General Fund funding to support the State Facilities Program;
- \$250 million one-time Prop 98 funding to build upon the existing Literacy Coaches and Reading Specialist Grant Program;
- \$4 billion in on-going Prop 98 funding for the Expanded Learning Opportunities Program;
- \$650 million in on-going Prop-98 funding to fund the Universal Meals Program.

Supplementing anticipated funding proposed for schools is the significant amount of federal funding districts have received in the past couple of years to mitigate impacts caused by the COVID-19 pandemic. This includes the \$900 billion Coronavirus Response and Relief Supplemental Appropriations Act signed into law December 27, 2020 and \$1.9 trillion American Rescue Plan signed into law on March 11, 2021. Both of these acts included significant amounts of funding for education earmarked to assist schools in reopening and address the multitude of new costs incurred by schools attributable to the COVID-19 pandemic.

The Department of Finance recognizes that in spite of a global public health crisis the State's economic recovery has outperformed expectations. However, going forward we are faced with a higher risk of recession as the economy softens and the federal government continues to aggressively respond to inflation by increasing the federal interest rate. It is important to note that the Governor's 2023-24 budget proposal does not include a recession scenario and, although the Governor is not projecting a withdrawal from State reserves conditions can quickly change in between January and the May Revision. Recessionary pressures combined with risks unique to California including emergency preparedness costs due to wildfires, flooding affordable housing woes, state-wide declining enrollment and reliance on significant one-time federal funding point to the importance of districts exercising fiscal prudence even when times are good.

LOCAL CONTINUITY AND ATTENDANCE PLAN

It is important to note that the Local Control Accountability Plan (LCAP) document will resume as the main accountability document for K-12 education for the foreseeable future and there continues to be a growing emphasis on accountability measures. The 2021 Budget Act included language that requires districts to maintain supplemental and concentration grant funds to increase and improve services to unduplicated pupils until the funds are fully spent. This provision effectively disallows supplemental and concentration dollars from being carried over in an unrestricted fashion from one year to the next. This provision will be especially challenging for those districts that are falling short of meeting their minimum proportionality requirement.

In addition to the supplemental and concentration grant carryover provision, the 2021 Budget Act also increased the concentration grant percentage from 55% to 65%. The funding associated with this "add-on" must be used to increase the number of adults providing direct services to students. There has been a prompt added to the LCAP template whereby districts must describe how the additional concentration grant add-on funding will be used to increase the number of staff providing direct services at schools that have a high concentration of unduplicated students. This is an on-going accountability measure that will require tracking of how these concentration add-on funds are being spent.

Lastly, due to the passage of AB1808 in 2018 the LCAP template now incorporates a section titled "Budget Overview for Parents" which is intended to help stakeholders better understand funding decisions included in the LCAP. This bill takes an additional step towards increasing transparency over those additional supplemental and concentration dollars generated by unduplicated students. The Budgeted Overview for Parents is intended to help stakeholders better understand funding decisions included in the associated LCAP.

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. Both the CalPERS and CalSTRS rates shown for 2019-20 and 2020-21 include the subsidy provided as part of the passage of AB84 on April 21, 2020 and rate offset included in the 2021 State Budget.

CalPERS Actual and Projected Rates					
2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual
15.531%	18.062%	19.721%	20.70%	22.91%	25.37%

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 continued to increase until 2020-21. Thereafter, the STRS employer rate is set by the CalSTRS board.

CalSTRS Rates per Education Code Sections 22901.7 and 22950.5					
2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual
14.43%	16.28%	17.10%	16.15%	16.92%	19.10%

Districts should be cognizant about including the PERS and STRS rate increases projected in 2022-23 as all rate offsets we've experienced in previously adopted State budgets have expired.

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 state minimum reserves, recognizing their duty to maintain fiscal solvency.

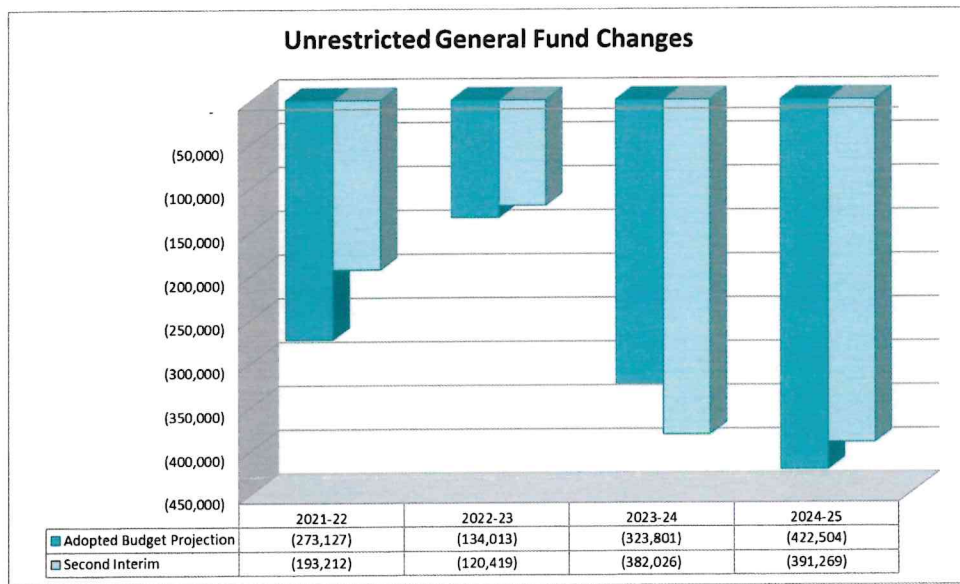
In October 2017 the Governor signed Senate Bill 751 which made significant changes to the previous Senate Bill 858 reserve cap requirements. These changes became effective January 1, 2018. The cap now allows for 10% of assigned or unassigned ending balances on a more limited number of district funds. It also exempts districts with fewer than 2,501 average daily attendance from the cap requirement.

The provisions of SB 751 are not imposed until the year after funds in the Public School System Stabilization Account (PSSSA) equals or exceeds 3% of Proposition 98 funding for school districts. The 2023-24 Governor's Budget proposal includes payments of \$3.7 billion in 2021-22, \$1.1 billion in 2022-23 and \$365 million in 2023-24 into PSSSA, for a total of \$8.5 billion at the end of 2023-24. This will trigger the school district reserves cap for the foreseeable future. It is recommended that districts impacted by the reserve cap take board action to commit funds for a specific purpose so they are not subject to the reserve cap.

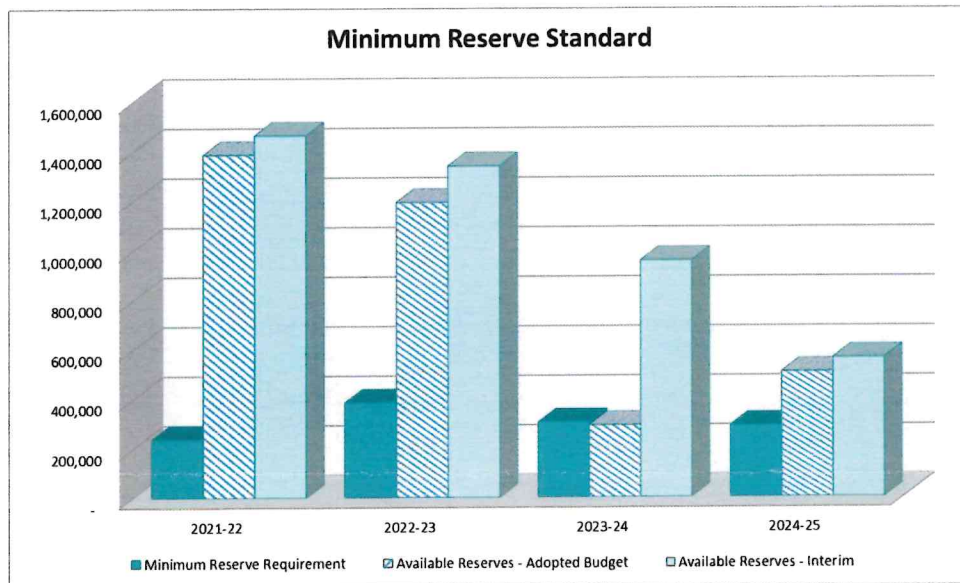
Full Accrual Financial Position - As audit reports have begun to recognize long-term pension obligations under GASB 68, districts find their annual audit report may reflect a negative unrestricted balance on their Statement of Net Position. Beginning with fiscal year 2017-18, district audit reports will also reflect the full impact of long-term commitments for Other Post-Employment Benefits (Retiree health plans) under GASB 75. This will further reduce a district's unrestricted net position. This will likely result in public concern over the fiscal management of the school district and higher costs associated with long-term financing. We encourage districts to review and understand their district's unrestricted net position upon receipt of the district's audited financial statements for 2021-22 in case questioned.

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.



The next graph presents the district's 2022-23 Second 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.

- ➡ ***Although able to meet the minimum reserve requirement in all three budget years presented, the district is projecting significant general fund deficit spending in 2024-25. Below is a summary of the district's deficit spending pattern and available reserves calculation:***

	2022-23	2023-24	2024-25
Projected general fund deficit spending	790,342	(86,508)	(749,532)
Available Reserves \$	1,340,222	958,196	563,927
Available Reserves %	17.37%	12.59%	7.76%

- *Some of the district's interfund loans appear to be on-going or increasing on a regular basis. The district should review the requirements of Education Code 42603 to ensure the limitation and repayment requirements for such loans are being met.*
- *There were some minor items on the Form 01CSI that were technical errors or were not in agreement with the assumptions provided by the district.*
- *There are no additional comments or recommendations.*

Bdg Revision Final

Control Number: 51835888

Account Classification		Approved / Revised	Change Amount	Proposed Budget
Fund:	0100 General Fund			
Revenues				
Federal Revenues				
	010-42030-0-00000-00000-82900-0-0000	\$16,889.00	\$14,964.45	\$31,853.45
Total:		\$16,889.00	\$14,964.45	\$31,853.45
Total Revenues		\$16,889.00	\$14,964.45	\$31,853.45
Expenditures				
Certificated Salaries				
	010-07200-0-11100-10000-11000-0-0502	\$58,131.00	(\$783.00)	\$57,348.00
	010-07200-0-11100-10000-11000-0-0503	\$54,312.00	\$9,143.00	\$63,455.00
Total:		\$112,443.00	\$8,360.00	\$120,803.00
Classified Salaries				
	010-07200-0-00000-27000-24000-0-0101	\$33,363.00	\$140.00	\$33,503.00
	010-07200-0-00000-27000-24000-0-0203	\$22,734.00	\$2,529.00	\$25,263.00
	010-07200-0-00000-27000-24000-0-0208	\$57,747.00	(\$454.00)	\$57,293.00
	010-07200-0-11100-10000-21000-0-0507	\$21,231.00	(\$604.00)	\$20,627.00
	010-42030-0-47600-10000-21000-0-0000	\$11,618.00	\$3,463.00	\$15,081.00
Total:		\$146,693.00	\$5,074.00	\$151,767.00
Employee Benefits				
	010-07200-0-00000-27000-32020-0-0101	\$8,464.00	(\$507.00)	\$7,957.00
	010-07200-0-00000-27000-32020-0-0203	\$5,758.00	\$741.00	\$6,499.00
	010-07200-0-00000-27000-32020-0-0208	\$13,636.00	\$370.00	\$14,006.00
	010-07200-0-00000-27000-33022-0-0101	\$2,069.00	\$8.00	\$2,077.00
	010-07200-0-00000-27000-33022-0-0203	\$1,410.00	\$163.00	\$1,573.00
	010-07200-0-00000-27000-33022-0-0208	\$3,332.00	\$220.00	\$3,552.00
	010-07200-0-00000-27000-33023-0-0101	\$483.00	\$3.00	\$486.00
	010-07200-0-00000-27000-33023-0-0203	\$330.00	\$38.00	\$368.00
	010-07200-0-00000-27000-33023-0-0208	\$779.00	\$52.00	\$831.00
	010-07200-0-00000-27000-34020-0-0101	\$16,614.00	\$87.00	\$16,701.00
	010-07200-0-00000-27000-34020-0-0203	\$7,393.00	\$981.00	\$8,374.00

Budget Revision Report

BGR030
sunnyside

5/18/2023
9:58:10AM

Bdg Revision Final

Control Number: 51835888

Account Classification	Approved / Revised	Change Amount	Proposed Budget
010-07200-0-00000-27000-34020-0-0208	\$16,614.00	\$134.00	\$16,748.00
010-07200-0-00000-27000-35020-0-0101	\$147.00	\$1.00	\$148.00
010-07200-0-00000-27000-35020-0-0203	\$114.00	\$14.00	\$128.00
010-07200-0-00000-27000-35020-0-0208	\$269.00	\$17.00	\$286.00
010-07200-0-00000-27000-36020-0-0101	\$711.00	\$90.00	\$801.00
010-07200-0-00000-27000-36020-0-0203	\$604.00	(\$18.00)	\$586.00
010-07200-0-00000-27000-36020-0-0208	\$1,145.00	\$179.00	\$1,324.00
010-07200-0-00000-27000-37020-0-0101	\$561.00	(\$70.00)	\$491.00
010-07200-0-00000-27000-37020-0-0203	\$476.00	(\$84.00)	\$392.00
010-07200-0-00000-27000-37020-0-0208	\$903.00	\$6.00	\$909.00
010-07200-0-11100-10000-31010-0-0402	\$6,839.00	\$437.00	\$7,276.00
010-07200-0-11100-10000-31010-0-0502	\$11,103.00	(\$149.00)	\$10,954.00
010-07200-0-11100-10000-31020-0-0207	\$3,359.00	(\$2.00)	\$3,357.00
010-07200-0-11100-10000-32020-0-0207	\$17,447.00	(\$2,042.00)	\$15,405.00
010-07200-0-11100-10000-32020-0-0507	\$5,386.00	\$140.00	\$5,526.00
010-07200-0-11100-10000-33013-0-0402	\$519.00	\$33.00	\$552.00
010-07200-0-11100-10000-33013-0-0502	\$843.00	(\$25.00)	\$818.00
010-07200-0-11100-10000-33022-0-0207	\$5,355.00	(\$1,400.00)	\$3,955.00
010-07200-0-11100-10000-33022-0-0507	\$1,316.00	(\$39.00)	\$1,277.00
010-07200-0-11100-10000-33023-0-0207	\$1,253.00	(\$73.00)	\$1,180.00
010-07200-0-11100-10000-33023-0-0507	\$308.00	(\$9.00)	\$299.00
010-07200-0-11100-10000-34010-0-0503	\$8,603.00	(\$3.00)	\$8,600.00
010-07200-0-11100-10000-34020-0-0207	\$0.00	\$66.00	\$66.00
010-07200-0-11100-10000-34020-0-0507	\$0.00	\$88.00	\$88.00
010-07200-0-11100-10000-35010-0-0402	\$179.00	\$11.00	\$190.00
010-07200-0-11100-10000-35010-0-0502	\$291.00	(\$9.00)	\$282.00
010-07200-0-11100-10000-35020-0-0207	\$432.00	(\$25.00)	\$407.00
010-07200-0-11100-10000-35020-0-0507	\$106.00	(\$3.00)	\$103.00
010-07200-0-11100-10000-36010-0-0402	\$763.00	\$117.00	\$880.00
010-07200-0-11100-10000-36010-0-0502	\$1,238.00	\$66.00	\$1,304.00
010-07200-0-11100-10000-36010-0-0503	\$1,157.00	\$98.00	\$1,255.00
010-07200-0-11100-10000-36020-0-0207	\$1,840.00	\$35.00	\$1,875.00
010-07200-0-11100-10000-36020-0-0507	\$452.00	\$24.00	\$476.00
010-07200-0-11100-10000-37010-0-0402	\$598.00	(\$15.00)	\$583.00
010-07200-0-11100-10000-37010-0-0502	\$971.00	(\$93.00)	\$878.00

Bdg Revision Final

Control Number: 51835888

Account Classification		Approved / Revised	Change Amount	Proposed Budget
Books and Supplies	010-07200-0-11100-10000-37010-0-0503	\$907.00	(\$75.00)	\$832.00
	010-07200-0-11100-10000-37020-0-0207	\$1,451.00	(\$202.00)	\$1,249.00
	010-07200-0-11100-10000-37020-0-0507	\$357.00	(\$42.00)	\$315.00
	010-07200-0-11100-31400-34020-0-0305	\$8,307.00	\$67.00	\$8,374.00
	010-07200-0-11100-31400-36020-0-0305	\$627.00	\$53.00	\$680.00
	010-07200-0-11100-31400-37020-0-0305	\$495.00	(\$44.00)	\$451.00
	010-42030-0-47600-10000-32020-0-0000	\$2,944.00	\$882.00	\$3,826.00
	010-42030-0-47600-10000-33022-0-0000	\$719.00	\$217.00	\$936.00
	010-42030-0-47600-10000-33023-0-0000	\$168.00	\$51.00	\$219.00
	010-42030-0-47600-10000-34020-0-0000	\$50.00	\$7.00	\$57.00
	010-42030-0-47600-10000-35020-0-0000	\$58.00	\$18.00	\$76.00
	010-42030-0-47600-10000-36020-0-0000	\$247.00	\$102.00	\$349.00
	010-42030-0-47600-10000-37020-0-0000	\$195.00	\$36.00	\$231.00
	Total:	\$168,695.00	\$723.00	\$169,418.00
Services, Other Operating Expenses	010-07200-0-11100-10000-43000-0-0512	\$5,000.00	\$5,138.00	\$10,138.00
	010-07200-0-11100-10000-44000-0-0512	\$5,000.00	(\$5,000.00)	\$0.00
	Total:	\$10,000.00	\$138.00	\$10,138.00
Direct Support/Indirect Costs	010-07200-0-11100-10000-56000-0-0512	\$0.00	\$862.00	\$862.00
	010-07200-0-47600-10000-58000-0-0403	\$15,000.00	\$5,000.00	\$20,000.00
	Total:	\$15,000.00	\$5,862.00	\$20,862.00
Total Expenditures	010-42030-0-00000-72100-73100-0-0000	\$790.00	\$460.00	\$1,250.00
	Total:	\$790.00	\$460.00	\$1,250.00
	Budgeted Unappropriated Fund Balance before this adjustment:	\$453,621.00	\$20,617.00	\$474,238.00
Total Expenditures			\$2,856,582.99	
Budgeted Unappropriated Fund Balance:			(\$5,652.55)	
Total Adjustment to Unappropriated Fund Balance:				
Budgeted Unappropriated Fund Balance after this adjustment:			\$2,850,930.44	

Bdg Revision Final

Control Number: 51835888

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 _____

JOB DESCRIPTION

Job Title: Instructional Assistant, Mild/Moderate

JOB SUMMARY:

The job of Instructional Assistant Mild/Moderate is done for the purposes of directing learning experiences, maintaining a suitable learning environment; preparing appropriate materials; maintaining appropriate records; assisting in the implementation of the IEP; and performing other related duties as assigned under the direction of a certified teacher.

ESSENTIAL JOB FUNCTIONS:

- Assists teachers to prepare and present instructional materials for the purpose of implementing the instructional program.
- Assists teachers for the purpose of maintaining a cooperative and creative instructional environment.
- Evaluates student progress for the purpose of assisting the teacher in educational planning.
- Teaches students individually and in small groups to reinforce instructional materials, to learn new skills and abilities, and to implement the IEP.
- Monitors/directs student activities and behavior, and provides feedback to the teacher.
- Performs record keeping and clerical duties for the purpose of maintaining accurate school and state compliance records.
- Supervises students for the purpose of insuring students' safety during play periods, lunch periods, and when boarding or exiting the bus.
- Assists with students' personal needs, such as toileting, in conjunction with site staff as needed.
- Participates in meetings, trainings, and other activities to promote the implementation and evaluation of IEP goals.
- Performs other duties as assigned to facilitate the smooth operation of the classroom and/or program.

SKILLS, KNOWLEDGE AND/OR ABILITIES:

Skills to:

- Read notes, memos, and student reports
- Effectively interact with students, teachers, staff, and the public
- Assist in the maintenance of student files
- Receive and implement job duties based on brief and concise oral direction.
- Work effectively in direct work with individual students and small groups.

Knowledge of:

- Proper English grammar, punctuation and sentence structure
- Basic math skills
- Basic computer knowledge

Ability to:

- Understand and address students with special needs.
- Understand and carry out oral and written instructions.
- Maintain confidentiality of student records.
- Meet schedules and deadlines.
- Communicate effectively orally and in writing.

Experience Required:

- Prior job-related experience is desired, including working with school-age children who have disabilities.

Education Required:

- High school diploma or equivalent

LICENSE, CERTIFICATIONS, BONDING AND/OR TESTING REQUIRED:

- Valid California Driver's License and proof of automobile insurance.
- Department of Justice and FBI Fingerprint Response.

OTHER SPECIAL REQUIREMENTS/QUALIFICATIONS:

- First Aid and Cardiopulmonary Resuscitation Certificates may be required.
- High school diploma or equivalent; **AND**
 - Proof of passage of the High School Proficiency Test as required by California state law (copy of passage of CBEST test or the Instructional Aide Assessment Test may be used to satisfy this requirement); **AND**
 - **ONE** of the following:
 - Copy of degree or transcripts demonstrating completion of AA degree, Bachelors degree, or Masters degree
 - Transcripts demonstrating completion of 48 units at an accredited college or university
 - The applicant must pass and provide proof of an Instructional Aide Assessment Certificate.

NON-EXEMPT

- This organization is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, creed, age, gender or disability. Inquiries regarding compliance procedures may be directed to our personnel office.
- This organization complies with the Americans with Disabilities Act. Persons with a disability who may need some accommodation in the hiring process should contact the District.
- This organization is a Drug and Tobacco - Free Workplace
- This organization requires a successful candidate to provide it with employment eligibility and verification of a legal right to work in the United States in compliance with the Immigration Reform and Control Act.

AGENCY AGREEMENT 240053

THIS AGREEMENT, is entered into between the **Tulare County Superintendent of Schools**, referred to as **SUPERINTENDENT** and **Sunnyside Union School District**, referred to as **DISTRICT**.

ACCORDINGLY, IT IS AGREED:

1. TERM: This Agreement shall become

effective as

7/1/2023

and shall expire on .

6/30/2024

2. SERVICES: DISTRICT shall provide services as set forth: (See attached Scope of Services - Exhibit A for details. The Exhibit A is made part of this Agreement by reference.)

3. COST OF SERVICES: DISTRICT shall pay SUPERINTENDENT for the actual cost of such services to the extent they are allowable not to exceed the sum of

sum of \$ 3,906.11

4. METHOD OF PAYMENT:

- a. **SUPERINTENDENT** must submit itemized invoices to **DISTRICT** for the cost of the services.
- b. **SUPERINTENDENT** is responsible for maintaining verifiable records for all expenditures.

5. INDEMNIFICATION: SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.

6. TERMINATION: Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

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

DISTRICT

Steve Tsuboi, Superintendent/Principal
Sunnyside Union School District
21644 Avenue 196
Strathmore, CA 93267

SUPERINTENDENT

Tim A. Hire, Superintendent
Tulare County Superintendent of
Schools
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

SUPERINTENDENT

Signature*Tim A. Hino***Date**

5/5/2023

DISTRICT

Signature

Sign

Date

5/23/2023

TCOE Program Information

Contact Person:

Sara Torabi

Telephone:

5596513031

Department/Program: ERS LibraryPlease return an original copy to:

Tulare County Office of Education
ATTN: Internal Business Services Secretary
P.O. Box 5091
Visalia, CA 93278-5091

SCOPE OF SERVICES - EXHIBIT A

1. RESPONSIBILITIES OF DISTRICT:

(Please provide a detailed description of services and deliverables to be provided by Sunnyside Union School District.)

Sites Covered: Sunnyside Union School (K-8).

DISTRICT agrees to:

- 1) Respond to SUPERINTENDENT'S email request to update the previous year's DISTRICT staff list within a month of the start of the school year, for ERS Portal username and password assignments. Initial email will be sent by Sara Torabi; return all changes and updates to sara.torabi@tcoe.org. If you have additional questions about submission or format, please call 559-651-3031.
- 2) Reimburse SUPERINTENDENT for the replacement value of any item lost, destroyed, or stolen; and pay for repair costs for items damaged while in its possession.
- 3) Understand and acknowledge that copying of any materials owned or licensed by SUPERINTENDENT under this agreement is prohibited by federal copyright laws. This includes, but is not limited to, videotaping, audio taping, and photocopying.
- 4) Contact Debra Lockwood, Library Media Supervisor, if there are any questions or concerns about the terms of this agreement at 559-651-3042 or debra.lockwood@tcoe.org.

2. RESPONSIBILITIES OF SUPERINTENDENT:

(Please provide a list of items The Tulare County Superintendent of Schools will furnish.)

SUPERINTENDENT agrees to:

- 1) Provide online access to the Educational Resource Services Multimedia Portal. Digital resources, with correlations to the California Standards, include licensed video streaming, research and reference sources for students, digital books (many with audio and/or visual enhancement), curriculum builder and differentiation tools.
 - a) SUPERINTENDENT will provide each teacher and administrator with a username and password to the ERS Portal for access to online subscription content and to reserve circulating collection materials. Each school will be provided a generic student login, allowing students access to resources at school and at home; parents have access to the ERS Portal via their student's login. Login credentials are site/program specific and should only be shared with staff and students at the sites listed in this contract.
 - b) Annual on-site ERS Portal Presentations, digital citizenship, and information literacy training are available for DISTRICT staff upon request.
- 2) Provide circulating access to educational resource materials including print media, STEM kits, robotics, primary document reproductions, art prints, and realia.
 - a) Print media includes core and extended literature in English and Spanish, fiction, informational text, Big Books, and professional development titles.

b) Small group and classroom book/multimedia kits are available, with the option of requesting a customized book/multimedia bundle.

c) In-person access to media at the ERS Library and Multimedia Center is available year-round: Monday – Friday, 8:00 am – 5:00 pm (closed TCOC observed holidays).

d) According to the delivery schedule, SUPERINTENDENT staff will deliver and pick up circulating materials when materials have been reserved or a pickup has been requested.

e) DISTRICT staff will reserve materials online, by phone, or in person prior to the scheduled delivery day.

f) DISTRICT staff will renew their checkouts or return circulating items to a centralized location at their site and submit a pickup request by the due date.

3) Provide the services of the ERS Library Media Supervisor, a credentialed librarian and holder of the Library Media Teacher Services Credential, as "Librarian of Record" for any DISTRICT that does not employ a credentialed librarian. Ed Code 44868 allows a DISTRICT to employ non-credentialed personnel to assist in the provision of school library services, however these individuals do not supersede the Ed Code requirement that a credentialed librarian provide oversight of school library services. This agreement further fulfills the DISTRICT's obligation under Education Code, sections 18100 and 18120. A DISTRICT is in compliance with the law when it contracts for library services with SUPERINTENDENT for the services of a credentialed librarian.

4) Provide consultant services relative to the development of library programs, including library facility planning and training of library personnel in provision of library services. These include the use of digital resources, library management software training, and collection development.

(a) DISTRICT will be invited to send library personnel from each contracting site to participate in the ERS Library & Multimedia Center's bi-monthly Library Multimedia Network meetings dedicated to developing Future Ready school library programs, exploring new technologies, and discovering how to promote and use the ERS Portal digital resources.

5) Provide technology education and training to support DISTRICT needs.

(a) The ERS Library's Instructional Technology Specialists will maintain a collection of pre-recorded training videos to be accessed via the ERS Portal and available to all DISTRICT staff at no charge.

(b) The ERS Library's Instructional Technology Specialists will host twice monthly virtual office hours to answer DISTRICT staff on a variety of pre-determined topics.

(c) Work plans are available at an additional fee for customized on-site or virtual technology professional development.

(d) Paid training opportunities for classified and certificated staff will be offered throughout the school year.

6) The Library and Multimedia Center's Teacher Resource Center (TRC) is open extended hours beyond the classroom day to accommodate teaching schedules. Contracting DISTRICT staff may bring their own supplies and use TRC equipment. Equipment includes a poster printer, 27" and 42" laminators, color and B&W photocopiers, 1.25" and 3" button makers, as well as 1000+ Ellison and AccuCut die-cut shapes. Contracting sites pay a reduced fee for TRC materials.

(a) The TRC sells pre-designed posters and ready-to-go packs of classroom support materials

(b) The TRC staff can print posters designed by teachers or design posters and other materials to teacher specifications (at an additional fee for SUPERINTENDENT staff time).

(c) TRC-made materials including posters, ready-to-go packs, and other classroom support materials can be delivered after completion on the next scheduled delivery day or by mail (postal shipping fee will apply).

FEE SCHEDULE

The contract total for services to be provided are estimated to be

SUPERINTENDENT will estimate the agreement fee using the Average Daily Attendance (ADA) from the previous school year's LCFF Summary Data Second Principal Apportionment (P-2). DISTRICT will be invoiced based on the ADA reported for the First Principal Apportionment (P-1) x \$11.25. The minimum agreement for a single school site with an ADA \leq 86 is \$967.50.

Estimate: $\$11.25 \times 347.21 \text{ ADA} = \$3,906.11$

including travel or other expenses.

Payment will be by the job or day unless specified otherwise in a fee schedule attached to this document.

Exhibit (A)

Exhibit (B)

Exhibit (C)

Exhibit (D)