

Sequoia Union Board of Trustees Special Board Meeting December 14, 2021 at 6:00 p.m.

A regular meeting of the Board of the Sequoia Union Elementary School will be held at 23958 Avenue 324, Lemon Cove, CA. *Please note those in attendance will need to follow physical distancing and wear a mask if unvaccinated.*

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the school office at (559) 564-2106 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District office located at 23958 Ave. 324, Lemon Cove, California during normal business hours and on the website at https://www.sequoiaunion.org/

- 1. CALL TO ORDER at 6:00 pm
- 2. FLAG SALUTE
- 3. APPROVAL OF AGENDA
- 4. COMMENTS FROM THE PUBLIC

Board Policy #9323 allows each individual speaker three minutes for public comment. The public may choose to address the board on any non agenda item at this time, or on an agendized item at this time or at the time of the items discussion. Before making a comment, please gain recognition from the Chair and direct your comments through the Chair. Due to COVID-19, if you wish to submit a comment virtually you may do so online at https://bit.ly/SUpubliccomment. Comments must be submitted one hour prior to the scheduled meeting opening to ensure they will be read. The same requirements relating to the three minute limit apply to written comments also. Comments submitted after the opening of the meeting, but before adjournment will be recorded in the minutes.

5. ACTION ITEMS

5.1 Election of Officers: President5.2 Election of Officers: Clerk



- 5.3 Review and Approve Authorized Signature Calendar Year 2022
- 5.4 Review and Approve Board Representative to Vote in 2022
- 5.5 Review and Approve Governing Board Information Sheet
- 5.6 Review and Approve S.F. 405 Secretary of Registry
- 5.7 Approve Resolution No. 2021-22-004 a Resolution of Interfund Loans
- 5.8 Approve Resolution No. 2021-22-005 COVID-19 Paid Administrative Leave for staff who contract COVID-19 in the workplace or who must quarantine due to COVID-19 exposure in the workplace
- **5.9 Approves Interdistrict Transfers Out**
- 5.10 Review and Approve Corrected 2021-2022 Instructional Calendar

6. ORGANIZATIONAL BUSINESS

6.1 Consideration of Agenda Items the Board Wishes to Discuss in Future Meetings

7. CLOSED SESSION

7.1 GOVERNMENT CODE SECTION 54957.6: CONFERENCE WITH LABOR NEGOTIATOR AGENCY REPRESENTATIVE: Superintendent-Principal. EMPLOYEE ORGANIZATION: S.E.T.A.. UNREPRESENTED EMPLOYEES: Sequoia Union Classified Staff.

8. ADJOURNMENT



5. ACTION ITEMS: 5.1 Election of Officers: President

CERTIFICATION OF DISTRICT PRESIDENT ELECTION

Instructions: Pursuant to Education Code 35143, each year school district governing boards must elect one of its members as President of the district at the organizational meeting (held annually during the 15-day period beginning on the second Friday in December).

WE HEREBY CERTIFY that, at a meeting of the Governing Board of the

SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT

held on December 14, 2021

	board member, was duly elected President of the district.
	Signatures of Members of the Board
Distribute as t	follows:
Copy to:	Shelly DiCenzo, Business Services

Tulare County Office of Education

shellyd@tcoe.org



5. ACTION ITEMS 5.2 Election of Officers: Clerk

CERTIFICATION OF DISTRICT CLERK ELECTION

Instructions: Pursuant to Education Code 35143, each year school district governing boards must elect one of its members as clerk of the district at the organizational meeting (held annually during the 15-day period beginning on the second Friday in December).

WE HEREBY CERTIFY that, at a meeting of the Governing Board of the

SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT

held on December 14, 2021

	board member, was duly elected clerk of the district.
	Signatures of Members of the Board
Distribute as t	follows:
Copy to:	Shelly DiCenzo, Business Services

Tulare County Office of Education

shellyd@tcoe.org



5. ACTION ITEMS 5.3 Review and Approve Authorized Signature Calendar Year 2022

AUTHORIZED SIGNATURES FOR CALENDAR YEAR 2022

This form is for Tulare County Office of Education use only.

SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT

In accordance with Education Code 42633, the governing board of the above school district hereby files with the county superintendent of schools the verified signature of each person authorized to sign orders in its name.

At a special/regular meeting of the governing board of the above-captioned school district, held on the ___14th_ day of December, 2021, the following person(s), or a majority of them, each and every one of whom is an OFFICER or EMPLOYEE of the school district and whose signature appears opposite his/her name below, was/were authorized to sign orders in the name of said governing board.

THIS AUTHORIZATION SUPERSEDES ALL PREVIOUS AUTHORIZATIONS.

ı	THIS AUTHORIZATION SUPERSEDES	ALL FREVIOUS AUTHORIZATIONS.
	Type or Print Name Here:	Signature Here:
1.	Ken Horn	Kerton
 2. 3. 	Diana Hernandez	1 will humilly
4.		
5.		
_		
BY O	ORDER OF THE GOVERNING BOARD OF THE	
Date:	12/14/2021	ByClerk/Secretary of the Board
Distri	bute as follows:	
Сору	to: Shelly DiCenzo, Business Services Tulare County Office of Education	

shellyd@tcoe.org



5. ACTION ITEMS 5.4 Review and Approve Board Representative to Vote in 2022

BOARD REPRESENTATIVE TO VOTE IN 2022 ELECTION OF COUNTY COMMITTEE MEMBERS

SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT

	Education Code 35023, at its an board has selected the following		C.
-	sentative to participate in the 202 on School District Organization	2 elec	etion of members to the County
the 2022 ele annual Tula	ection of county committee mem	ibers v	re representative is to take part in which usually takes place at the dinner/Fall Institute (usually held
Date:	12/14/2021	By	Clerk/Secretary of the Board
Distribute as	follows:		
Copy to:	Shelly DiCenzo, Business Services Tulare County Office of Education shellyd@tcoe.org		



5. ACTION ITEMS 5.5 Review and Approve Governing Board Information Sheet



Tim A. Hire, County Superintendent of Schools

GOVERNING BOARD MEMBER INFORMATION SHEET

During the year, it is necessary for this office to contact governing board members for various reasons (notifications, general correspondence, upcoming events and/or workshops sponsored by TCOE, etc.). Please ask your governing board members to provide the following information.

File this form with Shelly DiCenzo, Business Services - shellyd@tcoe.org (This information is intended for Tulare County Office of Education internal use only.)

District:	ict: Sequoia Union Elementary School District					
Name:	Dr. Nicole Ray					
rumo.	Board	Vice			Board	Other Specific
Title:	□ President	☐ President	☐ Clerk		Member	Other-Specify:
	Check this box if you	u prefer to receive mail	at the school district	address.		
Mailing						
Address:						
			<u>Optional</u>			
Phone			Email			
Number:			address:			
Name:	Lane Anderson					
	Board	Vice	_	_	Board	_ Other-Specify:
Title:	☐ President	☐ President	⊠ Clerk		Member	
_						
	Check this box if you	u prefer to receive mail	at the school district	address.		
Mailina						
Mailing Address:						
Address.			<u>Optional</u>			
Phone			Email			
Number:			address:			
rumoer.			address.			
Name:	Anna Eynaud					
	Board	Vice			Board	Other-Specify:
Title:	☐ President	☐ President	☐ Clerk	\boxtimes	Member	
	Check this box if you	u prefer to receive mail	at the school district	address.		
	•	_				
Mailing						
Address:						
			<u>Optional</u>			
Phone			Email			
Number:			address:			

Name:	James McNulty						
Title:	Board ☐ President	Vice ☐ President	□ Clerk	\boxtimes	Board Member	O	ther-Specify:
	Check this box if you	u prefer to receive mail	at the school district	address.			
Mailing Address:							
Phone Number:			Optional Email address:				
Name:	Bradley Ward	***					
Title:	Board ☐ President	Vice ☐ President	□ Clerk	\boxtimes	Board Member	O	ther-Specify:
	Check this box if you	a prefer to receive mail	at the school district	address.			
Mailing Address:							
			<u>Optional</u>				
Phone			Email				
Number:			address:				
Name:		***			D 1		
Title:	Board ☐ President	Vice ☐ President	□ Clerk		Board Member	O	ther-Specify:
	Check this box if you	a prefer to receive mail	at the school district a	address.			
Mailing Address:							
			<u>Optional</u>				
Phone			Email				
Number:			address:				
Г							
Name:		~~.					
Title:	Board ☐ President	Vice □ President	□ Clerk		Board Member	O	ther-Specify:
	Check this box if you	a prefer to receive mail	at the school district	address.			
Mailing							
Address:			Ontion1				
Dl			<u>Optional</u> Email				
Phone Number:			address:				



5. ACTION ITEMS 5.6 Review and Approve S.F. 405 Secretary of Registry



SF-405

(Government Code	e section 53051)			
IMPORTANT — Read Instructions befo				
There is No Fee for a Registry of Public A	Agencies filing			
Copy Fees - First page \$1.00; each a	ttachment page \$0.50;			
Certification Fee - \$5.00			This Space For Office Use Only	
1. Type of Filing (Check one.)				
☐ Initial Filing (first Registry of Pul	blic Agencies filing for a	n agency)		
Updated Filing (change to an ex	kisting Registry of Public	c Agencies reco	ord)	
2. Agency Information				
a. Full Legal Name of Public Agency				
b. Nature of Update (complete if Updated Filing	g)			
c. County	d. Official Mailing Address			
3. Chairperson, President, or Othe	r Presiding Officer			
a. Name		b. Title		
c. Business or Residence Address				
4. Clerk or Secretary				
a. Name		b. Title		
c. Business or Residence Address				
5. Other Members of the Governin	g Board (Enter as many as	s applicable. Attach	additional pages for additional members.)	
Name	<u> </u>	Business or Resi		
Name Bus			dence Address	
Name Business or Residence Address				
Name Business or Residence Address			dence Address	
Name Business or Residence Address				
Date and Sign Below (Additional me Form SF-405, Registry of Public Agencies		pages, if any, are ir	ncorporated herein by reference and made part of this	
	,			

Instructions for Completing the Registry of Public Agencies (Form SF-405)

The governing body of a public agency is required, within 70 days after the commencement of the agency's legal existence, to file a specified statement of facts about the agency with the Secretary of State. This information is also required to be updated within 10 days of a change to it.

Fees:

• Filing Fee: There is no fee for a Registry of Public Agencies filing.

Copies: To obtain copies or certified copies of the filed document, include payment for copy fees and certification fees at the time the document is submitted. Copy fees are \$1.00 for the first page and \$0.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

Payment Type: Check(s) or money orders should be made payable to the Secretary of State. **Do not send cash by mail.** If submitting the document in person in our Sacramento office, payment also may be made by credit card (Visa or Mastercard).

If you are not completing this form online, please type or legibly print in black or blue ink. Complete the Registry of Public Agencies (Form SF-405) as follows:

Item	Instruction	Tips
1.	You must check the appropriate box (check one).	If this is the first Registry of Public Agencies filing for an agency, check "Initial Filing".
		 If this is a change to an existing Registry of Public Agencies record, check "Updated Filing".
2a.	Enter the full legal name of the public agency.	
2b.	Indicate the nature of the update if this is	Leave this blank for initial filings.
	an updated filing.	For updated filings, list information that has changed.
2c.	Enter the county or counties in which the agency operates.	List as many as applicable. If additional space is required, attach additional pages.
2d.	Enter the agency's official mailing address.	• The complete address is required, including the street name and number, city, state, and zip code.
		P.O. box is acceptable.
3a.	Enter the Chairperson, President, or Other Presiding Officer's name.	
3b.	Enter the Chairperson, President, or Other Presiding Officer's official title.	Include the full official title.
3c.	Enter the Chairperson, President, or Other Presiding Officer's business or residence address.	A complete address is required, including the street name and number, city, state, and zip code.
4a.	Enter the Clerk or Secretary's name.	
4b.	Enter the Clerk or Secretary's official title.	Include the full official title.

4c.	Enter the Clerk or Secretary's business or residence address.	A complete address is required, including the street name and number, city, state, and zip code.
5.	Enter the name and business or residence of any other members of the agency's governing board, if applicable.	 A complete address is required, including the street name and number, city, state, and zip code. Attach additional pages if additional space is required.
6.	Date, sign, and print the name of the individual completing the form.	

Where to File: Completed forms along with the applicable fees, if any can be mailed to Secretary of State, Special Filings Unit, P.O. Box 942870, Sacramento, CA 94277-2870 or delivered in person (drop off) to the Sacramento office, 1500 11th Street, 2nd Floor, Sacramento, CA 95814. This form is filed only in the Sacramento office.

Legal Authority: General statutory filing provisions are found in Section 53051. All statutory references are to the California Government Code, unless otherwise stated.



5. ACTION ITEMS 5.7 Approve Resolution No. 2021-22-004 a Resolution of Interfund Loans

RESOLUTION OF THE GOVERNING BOARD OF SEQUOIA UNION ELEMENTARY SCHOOL DISTRICT

In the matter of Authorizing Inter-fund Transfers In Accordance with the Budget) RESOLUTION NUMBER 2021-22-004
WHEREAS, the Governing Board of the District 2021-2022; and,	adopted its Annual Budget for the Fiscal Year
WHEREAS, the Governing Board of the District various funds of the District as recorded in the bud Code;	
THEREFORE, BE IT RESOLVED that the Gov Administration to make inter-fund transfers in accommount of appropriation.	e e e e e e e e e e e e e e e e e e e
THE FOREGOING RESOLUTION WAS ADO, seconded by, a the 14th day of <u>December</u> , 2021 by the following	at a regular meeting of the Governing Board on
Ayes: Noes: Abstentions: Absent:	
	Secretary/Clerk of said District Board

5. ACTION ITEMS 5.8 Approve Resolution No. 2021-22-005 – COVID-19 Paid Administrative Leave for staff who contract COVID-19 in the workplace or who must quarantine due to COVID-19 exposure in the workplace.

BOARD OF TRUSTEES SEQUOIA UNION ELEMENTARY SCHOOL TULARE COUNTY, CALIFORNIA

IN THE MATTER OF INTENT TO PROVIDE EMPLOYEES LEAVE FOR REASONS RELATING TO CORONAVIRUS (COVID-19) **RESOLUTION NO. _2021-22-005_**

WHEREAS, there exists a global pandemic arising from Coronavirus (COVID-19);

WHEREAS, on March 20, 2021, Senate Bill ("SB") 95 went into effect, extending California's COVID-19 supplemental paid sick leave retroactive to January 1, 2021; and

WHEREAS, the requirement to provide COVID-19 supplemental paid sick leave under SB 95 expired on September 30, 2021; and

WHEREAS, the Board recognizes that some, but not all employees utilized the COVID-19 supplemental paid sick leave rights provided under SB 95 prior to its expiration; and

WHEREAS, effective November 30, 2020, the California Occupational Safety and Health Standards Board ("Cal OSHA") adopted COVID-19 Prevention Emergency Temporary Standards ("ETS"). Under the ETS employees excluded from the workplace due to a positive COVID-19 test or due to a close contact in the workplace, employers must continue the employee's earning, wages, seniority and all other employee rights and benefits as if the employee had not been removed from their job ("exclusion pay"). Exclusion pay is not applicable when: 1) employee received disability payments or was covered by workers' compensation and received temporary disability; or, 2) where the employer demonstrates that the close contact was not work related. Under the ETS, employers may use employer-provided sick leave to meet the requirements of exclusion pay, to the extent permitted by law.

WHEREAS, the Board recognizes that although the mandatory leave requirements under SB 95 have expired, the COVID-19 pandemic continues, which may require employees to utilize leaves for COVID-19 health related absences and/or required quarantines due to exposure to COVID-19 at work; and

NOW THEREFORE, BE IT RESOLVED AND ORDERED that the Board takes the following action:

1. Between October 1, 2021 and June 30, 2022, the District shall, pursuant to Education Code sections 44962, 44964, 45190, and 45199, provide paid leave, to all full time and part-time classified, and full time and part-time certificated employees, certificated administrators, confidential and/or classified supervisors/management employees to be utilized for those COVID-19 health related and/or quarantine absences due to exposure to COVID-19 in the workplace.

- 2. This leave will expire if not used and will not rollover or accumulate in any way past June 30, 2022.
- 3. This leave shall satisfy the exclusion pay requirements of the ETS, when an employee is excluded from work because of a workplace exposure if the employee was not assigned to telework during that time.
- 3. This leave is not applicable to employees who are required to be absent due to COVID-19 related illness or quarantine due to a non-work-related COVID-19 exposure. Employees who are required to be absent or quarantine under these conditions will utilize any and all qualifying leaves, pursuant to the applicable collective bargaining agreements and District policies.

BE IT FURTHER RESOLVED AND ORDERED that this Resolution is an emergency measure within the mandate and jurisdiction of the Board and is necessary for the immediate welfare of the schools and pupils thereof. Therefore, this Resolution shall become effective immediately upon its adoption and shall remain in effect until June 30, 2022 or repealed by formal Board action.

PASSED AND ADOPTED by the Board of Trustees of the Sequoia Union Elementary School District, Lemon Cove, California at a public meeting thereof duly called and held on December 14, 2021.

AYES:	
NAYS:	
ABSENT:	
ABSTAIN:	

I, Nicole Ray, Board President of the Board of Trustees of the Sequoia Union Elementary School District, do hereby certify that the foregoing is a full and correct copy of a Resolution adopted by the Board at a duly called and conducted meeting held on December 14, 2021.

Nicole Ray President, Board of Trustees Sequoia Union Elementary School District Lemon Cove, California



5. ACTION ITEMS 5.9 Approves Interdistrict Transfers Out

Interdistrict **OUT**For Board Approval 2021-2022 School Year

Month: December

Home District Sequoia Union

Student Name	Grade	District of Choice	Continuing/New
Lyndsey McClain	6 th	Exeter USD/Middle School	New: Benefit from larger school
Paytin McClain	3 rd	Exeter USD/Rocky Hill	New: Benefit from larger school
Cody McClain	2 nd	Exeter USD/Rocky Hill	New: Benefit from larger school
Ryder McClain	K	Exeter USD/Rocky Hill	New: Benefit from larger school



5. ACTION ITEMS 5.10 Review and Approve Corrected 2021-2022 Instructional Calendar



Instructional Calender 2021-2022

Board Approved May 13, 2021

July 2021

Su I	М	Tu	W	Th	F	Sat	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

August 2021

Su	М	Tu	W	Th	F	Sat
1	0	0	*	MD	MD	7
8	9	10	MD	SB	13	14
15	16	17	MD	19	20	21
22	23	24	MD	26	27	28
29	30	31			, , , , ,	

September 2021

Su	М	Tu	W	Th	F	Sat
			MD	2	3	4
5	6	7	MD	SB	10	11
12	13	14	MD	16	17	18
19	20	21	MD	23	24	25
26	27	28	MD	30		

October 2021

Su	М	Tu	W	Th	F	Sa
					1	2
3	Δ	Δ	Δ	SB	Δ	9
10	11	12	13	14	15	16
17	18	19	MD	21	22	23
24	25	26	MD	28	29	30
31						

Novemb	oer.	20	121
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Su	М	Tu	W	Th	F	Sa
	1	2	MD	4	5	6
7	8	9	MD	11	12	13
14	15	16	MD	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021

Su	М	Tu	w	Th	F	Sat
			MD	2	3	4
5	6	SB	MD	9	10	11
12	13	SB	MD	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022

Su	м	Tu	W	Th	F	Sat
						1
2	0	4	MD	6	7	8
9	10	11	MD	SB	14	15
16	17	18	MD	20	21	22
23	24	25	MD	26	28	29
30	31					

February 2022

Su	М	Tu	W	Th	F	Sat
		1	MD	3	4	5
6	7	8	MD	SB	11	12
13	14	15	MD	17	18	19
20	21	22	MD	24	25	26
27	28					

March 2022

	- ''	101011				
Su	М	Tu	w	Th	F	Sat
		1	MD	3	4	5
6	7	8	MD	SB	11	12
13	14	15	MD	17	18	19
20	21	22	MD	24	25	26
27	28	29	MD	31		

April 2022

Su	М	Tu	w	Th	F_	Sat
					1	2
3	4	5	MD	SB	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	15	26	MD	28	29	30

May 2022

Su	М	Tu	w	Th	F	Sa
1	2	3	MD	5	6	7
8	9	10	MD	SB	13	14
15	16	17	MD	19	20	21
22	23	24	MD	*	27	28
29	30	31				

June 2022

Su	M	Tu	W MD	Th	F MD	Sat 4
12	13	14	15	16	17	18
19	20	21	22	SB	24	25
26	27	28	29	30		

Progress Report

Trimester 1 - September 17 Trimester 2 - January 15 Trimeste

er 3 - April 22		
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School Begins August 4 - First Day of School School Ends

June 2 - Last Day of School

Grading Periods

August 5 - November 12 (65 Days) November 15 - Feburary 25 (56 Days) Feburary 28 - June 3 (59 Days)

_		_				
D	Off	m	21	r F	โลง	

School Starts - 8:20am School Ends - 3:00pm

School Ends - 12:45pm

June 6, 2022 would be the last day of school with an 12:45 dismissal.

Note: In the event that we have a full

day off for weather related issues

during the 2021-2022 school year,

Staff Development Days - No School

△ Parent/Teachers Conferences (Minimun Days)

Class of 2022 Graduation Ceremony, June 2, 2022

Back to School Night

Open House (Minimun Day)

MD Minimun Days

SB School Board Meeting

Minimum Day

School Starts - 8:20am

District Holldays

July 2 - Independent Day September 6 - Labor Day November 11 - Veteran's Day November 25-26 - Thanksgiving December 23-24 - Christmas Eve & Day

December 30-31 - New Years Eve & Day January 17 - Martin Luther King Jr.

Febuary 14 - Lincoln's Birthday

Febuary 21 - President's day

April 15 - Good Friday

May 30 - Memorial Day

School Intercession Breaks

October 11-15 - Fall November 22-26 Thanksgiving December 20-31 Winter April 11-22 Spring

You can find this information and more on our website: www.sequoiaunion.org