KIT CARE N UNION ELEMENTARY SCHOOL DISTRICT

BOARD MEETING & LOCAL CONTROL ACCOUNTABILITY PLAN MEETING AGENDA

June 17, 2015; 6:30 pm

Kit Carson Staff Room, 9895 Seventh Avenue, Hanford, California

1. Open session

- a. Call to order
- b. Members present
- c. Pledge to the flag

2. Public comments & public hearings

- Public comment: In order to ensure that members of the public are provided a meaningful opportunity to address the Board on agenda items or non-agenda items that are within the Board's jurisdiction, agenda items may be addressed either at the public input portion of the agenda, or at the time that matter's is taken up by the Board. Presentations are limited to 3-5 minutes per person, per topic.
- b. PUBLIC HEARING: Local Control and Accountability Plan for Kit Carson Union Elementary School District
- c. PUBLIC HEARING: Local Control and Accountability Plan for Mid Valley Charter
- d. PUBLIC HEARING: the District 2015-2016 Budget
- e. PUBLIC HEARING: Mid Valley Alternative Charter School Renewal
- f. PUBLIC HEARING: Authorization of Kings Valley Academy Charter School
- g. PUBLIC DISCLOSURES:
- 1) Kit Carson Educator's Association Salary Schedule
- 2) Certificated & Confidential Management & Classified Salary Schedule

3. Presentations, reports and communications

- a. Staff reports
- b. Board member reports
- c. Superintendent report

4. Information items

- a. School Accountability Report Card
 - Kit Carson Union Elementary School District
 - Mid Valley Alternative Charter School ii.

5. Consent items

- a. Consider approving the Regular Board minutes of May 20, 2015
- b. Review and approve the Bills and Warrants

6. Action items

- a. Consider approving the Inter-District Request for the 2015-2016 school year
- b. Consider approving the annual Memorandum of Understanding between Kings County Office of Education After School Program and Kit Carson Union School District
- c. Consider ratifying the Annual Agreement for Technology Services between Kings County Office of Education and Kit Carson Union School District
- d. Consider approving the renewal of Mid Valley Alternative Charter School
- e. Consider approving the job description for the English Language and Data Support Specialist position
- f. Consider approval of contract with Kit Carson Educators Association
- g. Consider approving the petition for authorization of Kings Valley Academy Charter School
- h. Consider approving the Consolidated Application funding categorical programs 2015-2016
- Review letters of interest from potential Board member appointees and consider approving the appointment of one candidate to fill Area 5 vacancy
- Consider approving the updated Salary Schedules for the Kit Carson Educator's Association Certificated Management, Confidential Management and Classified Salary Schedule

KIT CARS N UNION ELEMENTARY SCHOOL DISTRICT BOARD MEETING & LOCAL CONTROL ACCOUNTABILITY PLAN MEETING AGENDA

June 17, 2015; 6:30 pm

Kit Carson Staff Room, 9895 Seventh Avenue, Hanford, California

7. Future Planning and Adjournment

- a. Next Regular Board meeting. June 24, 2015
- b. Future board agenda items: Approval of the District LCAP and Mid Valley LCAP
- c. Adjourn meeting

Closed Session: Pursuant to Government Code Section 54956.9, trustees may wish to adjourn to Closed Session to discuss one or more of the items listed below. The items to be discussed shall be announced in accordance with Government Code 54954.5 and/or under Education Code provisions. Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 9895 7th Ave., Hanford, CA during normal business hours.

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Todd Barlow, Superintendent/Principal
FROM:	Margaret DeSantos, Administrative Secretary
DATE:	June 10, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action
Date you wis	h to have your item considered:
Item Consider appr	oving the minutes of the Regular Board meeting of May 20, 2015
Purpose: Review for ap	proval
Fiscal Impact None	**
Recommenda Consideration	

KIT CARSON UNION SCHOOL DISTRICT

Minutes of Regular Board Meeting of May 20, 2015

6:30 pm

1. OPEN SESSION

- a) Call to Order: Andy Atsma, President called the meeting to order at 6:37 pm
- b) Members present: Andy Atsma, Jasmine Costa, and Joe Oliveira. Trustee Deniz was absent. Also present: Todd Barlow, Superintendent/Principal, Margaret DeSantos, Administrative Secretary. Present in the audience: Shelley Leal, Robin Jones, Robert Inabnit, Bill Matesso, Shellie Escobedo, Susanne Heskett and two students from Crescent Valley Public Charter School.
- c) President Atsma called the meeting to closed session at 6:37 pm to discuss the District's response to Kit Carson Educators' Association. No decisions were made in closed session.
- d) President Atsma reopened the regular board meeting at 6:38 pm
- e) Trustee Oliveira led the pledge to the flag

2. Public comments and public hearings

a) None

b) Public Hearing: Waiver Request

The public hearing opened at 6:38 pm. The hearing is in regards to a Waiver Request to facilitate the operations of the Mid Valley Charter Home School. Shelley Leal informed the Governing Board that the District did not submit the appropriate paperwork to the state in 2013 in order for the Charter School to continue their operations. This Waiver will allow the Charter School to continue with school operations and to submit the required paperwork to collect ADA revenues due the District.

Shelley Leal stated that Kit Carson District would give Mid Valley a loan if necessary to continue the school operations. There is money in the reserves to assist Mid Valley and the district would be reimbursed by Mid Valley. The hearing was closed at 6:40 pm

c) Public Hearing: Waiver Request

The public hearing was opened at 6:40 pm. The hearing is in regards to the caseload for special education students. The caseload is over by one student, the Waiver will protect the District from being penalized by the state. This hearing was closed at 6:43 pm.

d) Public Notice: Kit Carson Educators Association/CTA/NEA initial proposal

Mr. Barlow reviewed the response from the governing board. Copies were available and questions were solicited. There was no additional public comment.

3. Presentation, reports and communications

a) Mr.Barlow reviewed the calendar of events for the month of May and June. He mentioned Open House on May 21st and the Graduation Ceremony on June 3rd at 7:00.

To facilitate a presentation, the board addressed item 4e on the agenda:

4 e) Learn 4 Life Concept Charter Schools

Mr. Barlow introduced Bill Matesso, of Learn 4 Life Concept Charter Schools, and specifically Crescent Valley Charter which operates in Hanford in the FAST Credit union building. Also present from Learn 4 Life was Shellie Escobedo and Susanne Heskett. Mr. Matesso and his staff presented a Powerpoint presentation on what Learn 4 Life has to offer and its educational programs. The group informed the board that they were interested in establishing a partnership in which Kit Carson would become an authorizer for their public charter school.

Mr. Barlow informed the governing board of his visit to the Campus of Learn 4 Life. Mr. Barlow stated that Learn 4 Life might utilize the district's facilities if a partnership established.

The board heard presentations from two students who attend Crescent Valley Charter school.

b) Board and staff comments:

- Margaret DeSantos reported that Kit Carson has 391 students and Mid Valley Charter School has 21 students enrolled.
- ii. Robin Jones reported that the CASSAP Testing is completed and the STAR draft of the Local Control Accountability Program is also completed.
- iii. Robert Inabnit informed the Governing Board that Carlos Marroquin is out due to shoulder surgery and Andy Olivas is also out due to an injury at home, Andy will return in two weeks, however Carlos will be out until the middle of June.
- vi. Shelley Leal stated that she is working on the Budget and the Local Control Accountability Plan.

c) Board:

Trustee Oliveira stated that he was sorry he could not attended the Employee Luncheon. He also thanked Mrs. Carlson for her becoming a school board member for Kit Carson School.

Trustee Costa stated that she enjoyed the Employee Luncheon.

Trustee Atsma: no report

d) Superintendent's Report

Mr. Barlow thanked the Board members for the Employee Luncheon. He also expressed his appreciation of Mrs. Carlson's service as a Kit Carson board member

Mr. Barlow welcomed Mr. Acosta to the board meeting and thanked him for taking the time to attend the meeting.

Mr. Barlow also thanked Robert and the staff for doing a great job at Kit Carson School.

Mr. Barlow reported on the new Math adoption, which is item 6j on the Agenda.

Mr. Barlow also informed the Governing Board of Ice Cream day on June 2nd.

Mr. Barlow also reported that the Committee for the Marquee met and the design is still in the works.

Mr. Barlow reminded the Governing Board of the Small School District Conference in

Pismo Beach, it is scheduled on July 10th. He asked that Board members confirm their attendance at the conference as soon as possible.

4. Information items

a) Review a quote from Hanford Roofing Company

Mr. Barlow stated that the Mid Valley Charter School roof has a leak. He stated that Hanford Roofing is not on the DIR List, so this quote is purely for information purposes . Robert Inabnit will collect other quotes for this roof.

b) Review the Quarterly Report on Williams Uniform Complaints

Mr. Barlow stated that there are no complaints filed.

c) Graduation Ceremony on Wednesday, June 3, 2015 at 7:00 pm

Mr. Barlow informed the Governing Board of the Graduation Ceremony

d) Physical Education Program

Mr. Barlow stated that the certificated staff has requested to have a five day PE program

e) Learn 4 Life Concept Charter Schools

This item was addressed earlier in the meeting (see above)

5. Consent items

a) Consider approving the Regular Board minutes of May 20, 2015
 It was moved by Trustee Oliveira to approve the minutes as presented; Trustee Costa

seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

b) Review and accept Bills and Warrants

The Bills and Warrants were submitted by Shelley Leal. It was moved by Trustee Costa to accept the Bills and Warrants as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

6. Actions items

a) Consider approving the Inter-District Request for 2015-2016 school years
It was moved by Trustee Atsma to approve the the requests as presented; Trustee
Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	
Aye	Aye	Absent	Oliveira Nye

b) Consider approving the Waiver Request to continue the operations of the Mid Valley Charter Home School

Shelley Leal stated, as mentioned earlier on the Agenda, this Waiver would prevent the district from being penalized by the state for not submitting the appropriate paperwork and to continue the operations of Mid Valley Charter Home School. It was moved by Trustee Atsma to approve the Waiver as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

c) Consider renewal of the 2015-2020 Mid Valley Charter School Application

Mr. Barlow mentioned the checklist for the Annual Charter Oversight, the checklist has been reviewed and corrected. The application is ready to be submitted for renewal. It was moved by Trustee Oliveira to approve the Waiver as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

d) Consider approving the Specific Waiver Request for Resource Specialist Caseload Mr. Barlow thanked Robin Jones for completing the waiver request form. It was moved by Trustee Oliveira to approve the Waiver as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

e) <u>Consider approving the Agreement between Tulare County Superintendent of Schools and Kit Carson Union School District</u>

Mr. Barlow stated that this is an annual agreement. It was moved by Trustee Costa to approve the Agreement as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

f) Consider approving the renewal and upgrade of two copy machines with Caltronic Business Systems

Shelley Leal stated that the five year lease is up for renewal, this will be a continuum of the current lease with the same company. This will save the district \$500 per month. It was moved by Trustee Oliveira to approve the Agreement as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira

			.(
Aye	Aye	Absent	Aye

g) <u>Consider approving the Memorandum of Understanding between County of Kings Public Health Department/Health Officer and Kit Carson Union School District</u>

Mr. Barlow stated that a new Ed Code law, 49414 requires the County Health Department to supply and maintain to school districts an epinephrine auto-injectors for emergency use during school hours where cardiopulmonary is an issue. The district is to ensure that volunteers are trained on the use of the auto-injectors. It was moved by Trustee Atsma to approve the Memorandum as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

h) Consider approving the purchase of a new Carpet Extractor

Mr. Barlow stated the current carpet extractor is no longer in service. Robert Inabnit stated that he prefers the most efficient one. It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

i) Consider adopting Administrative Regulation 4262 as presented

Mr. Barlow recommended that the proposed changes be adopted as presented and that the current employees be grandfathered in, this would be for new employees. It was moved by Trustee Oliveira to approve the Administrative Regulation as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee	
Atsma	Costa	Deniz	Oliveira	
Aye	Aye	Absent	Aye	

j) Consider approving the purchase of Mathematics Curriculum for TK-8

Mr. Barlow recommend that the governing board adopt the College Preparatory Mathematics books for the TK-8 grades. It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee	
Atsma	Costa	Deniz	Oliveira	
Aye	Aye	Absent	Aye	

7. Personnel

a) Consider accepting the resignations of certificated staff member(s)
 It was moved by Trustee Atsma to accept the resignations as presented; Trustee
 Oliveira seconded the motion, with much regret. Motion passed on a 3-0 vote.

 			•
Trustee	Trustee	Trustee	Trustee
Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

b) Consider approving Salary Schedule placement for Learning Director

Mr. Barlow recommended that Step 4 be added to the salary scheduled for the Learning Director. It was moved by Trustee Costa to approve the the request as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee	
Atsma	Costa	Deniz	Oliveira	
Aye	Aye	Absent	Aye	

c) Consider ratifying the contract for a Physical Education Teacher

Mr. Barlow stated that the current PE teacher will now be at Kit Carson School five days a week and no longer reporting to Lakeside Union Elementary School District. It was moved by Trustee Atsma to ratify the the request as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee	
Atsma	Costa	Deniz	Oliveira	
Aye	Aye	Absent	Aye	

d) Consider ratifying the contract for new classroom teacher

Mr. Barlow informed the governing board that he has interviewed several candidates for a teaching position and has hired Michelle DeLong. It was moved by Trustee Oliveira to ratify the the hiring of Mrs. DeLong as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee	
Atsma	Costa	Deniz	Oliveira	
Aye	Aye	Absent	Aye	

8. Financial

a) Consider approving Resolution 1415-06; Education Protection Account EPA

Shelley Leal stated that this is an annual item and the \$454,556 EPA money from Prop. 30 will be spent on Certificated salaries and benefits only for the 2015-16 school year. It was moved by Trustee Costa to approve resolution as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee	
Atsma	Costa	Deniz	Oliveira	
Aye	Aye	Absent	Aye	

Future Planning and Adjournment:

- a)Next meeting: Wednesday, June 17, 2015 6:30 pm to present the Budget
- b) Future Planning: Second Board Meeting in June for LCAP approval, June 24, 2015
- c) Future board agenda items: Governing Board directs Mr. Barlow to visit the Learn 4 Life Charter Campus
- d) Adjourn meeting at 8:18 pm. No closed session.

Date:	
Andy Atsma, President	Sheree Deniz, Clerk of the Board
Todd Barlow, Superintendent/Principal	

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Kit Carson Governing Board
FROM:	Shelley Leal, Chief Business Officer
DATE:	June 3, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action
Date you wisl June 17, 2015	h to have your item considered:
Item: Bills and War	rants
Purpose: Review and ac May 15, 2015 May 20, 2015 May 22, 2015 May 29, 2015	ecept Bills and Warrants dated:
Fiscal Impact None	::
Recommenda	ation:

Consideration for approval

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

\$28,457.16	Bel							s authorization (FC 42632)		pproval	Date
d: 05/15/2015	and							ority of board member		JE Examination and A	
Grand Total for Payments Dated	Authorized Officer/Employee Or	Board Members *						* If this option is chosen, must have a majo	Date	KCC	By
		its Dated: 05/15/2015	Grand Total for Payments Dated: 05/15/2015 Authorized Officer/Employee Or Board Members **	Grand Total for Payments Dated: 05/15/2015 Authorized Officer/Employee Or Board Members **	Grand Total for Payments Dated: 05/15/2015 Authorized Officer/Employee Or Board Members **	Grand Total for Payments Dated: 05/15/2015 Authorized Officer/Employee Or Board Members **	Grand Total for Payments Dated: 05/15/2015 Authorized Officer/Employee Or Board Members **	Grand Total for Payments Dated: 05/15/2015 Authorized Officer/Employee Or Board Members **		Authorized Officer/Employee Or Board Members ** * If this option is chosen, must have a majority of board members author Date	

This order must be returned to KCOE prior to distribution of payments.

18 Kit Carson Union Elementary School Distri

Warrant Register For Warrants Dated 05/15/2015

Page 1 of 1 5/20/2015 12:22:18PM

Warrant Number	Vendor Number		Vendor Name	Amount
12490884	14		ARAMARK UNIFORM SERVICES	\$88.15
12490885	988		Central Valley Support Service	\$35.00
12490886	1183	**	CLUB Z TUTORING SERVICES	\$495.00
12490887	1249		CRANES WASTE OIL INC	\$65.00
12490888	1199		DELL COMPUTER CORP.	\$23,441.74
12490889	95		MARGARET DESANTOS	\$16.50
12490890	1033		Lawrence Tractor Inc	\$67.31
12490891	222		MICHAEL'S PLUMBING SUPPLIES	\$126.99
12490892	268		PRODUCERS DAIRY FOODS INC	\$468.30
12490893	1045		RODRIGUEZ BROS INC	\$17.20
12490894	206		SYSCO FOOD SERVICES	\$926.81

Total Amount of All Warrants:

\$25,748.00

18 Kit Carson Union Elementary School Distri

Credit Card Register For Payments Dated 05/15/2015

Page I of I 5/20/2015 12:22:26PM

Document Number	Vendor Number	Vendor Name	Amount -
14011367	1093	CALTRONICS BUSINESS SYSTEMS	\$181.89
14011368	246	OFFICE DEPOT	\$138.18
14011369	524	SUPPLYWORKS INC	\$2,389.09

Total Amount of All Credit Card Payments:

\$2,709.16

Commercial Payment Register For Payments Dated: 05/15/2015 18 Kit Carson Union Elementary School District

Page 1 of: 5/20/2015 12:22:00PM

9	Vendor No	No vendor ivame	Keference No	ONI DO	FD - RE - PY- GO - FN - OB - SI	Resource	Object	Amount
12490884	<u>4</u>	AKAMAKK UNIFUKM SEKVIC PV	- ya y	142255	0100-0000-6-0000-8200-580000-000	Unrestricted Resources	Other Services and Operating Expenditures	\$88.15
						Total For F	Total For Fund Number: 0100	\$88.15
12490885	988	Central Valley Support Service	ΡV	- 142257	0100-0000-0-0000-7300-580000-000	Unrestricted Resources	Other Services and Operating	\$35.00
						Total For F	Total For Fund Number: 0100	\$35.00
	;					Total A	Total Amount of Payment:	835.0
12490886	1183	CLUB Z TUTORING SERVICE: PV		- 142254	0100-3010-0-1110-1000-580000-000	IASA-Title I Basic Grants Low Income	Other Services and Operating Expenditures	\$495.0c
						Total For F	Total For Fund Number: 0100	\$495.00
	Š					•	Total Amount of Payment:	\$495.00
12490887	6471	CKANES WASTE OIL INC	<u>}</u>	- 142253	U10U-0000-0-0000-8200-580000-000	Unrestricted Resources	Other Services and Operating Expenditures	\$65.00
						Total For F	Total For Fund Number: 0100	865 00
						Total A	Total Amount of Payment:	865.00
12490888	1199	DELL COMPUTER CORP.	인	150093	0100-7405-0-1110-1009-440000-000	Common Core Standards	Equipment-Non Depreciated	\$16,646.63
			PO -	150093	0100-5814-0-1110-1000-440060-000	Small Rural School Achievement Prog (SRSA aka REAP)	Equipment-Non Depreciated	\$6,795,11
						Total For F	Total For Fund Number: 0100	\$23,441.74
	1					Total A	Total Amount of Payment:	\$23,441.74
12490889	95	DESANTOS, MARGARET	ΡΛ	- 142256	0100-0000-0-0000-7100-430000-000	Unrestricted Resources	Materials and Supplies	\$16.50
						Total For F	Total For Fund Number: 0100	\$16.50
0000		E.		1		. Total At	Total Amount of Payment:	\$16.50
12490890	1033	Lawrence Tractor inc	- Уч	- 142263	0100-8150-0-0000-8110-430000-000	Ongoing & Major Maint, Acct,	Materials and Supplies	\$67.3
						Total For F	Total For Fund Number: 0100	\$67.31
10000	ננר	CINCLES IN SUCCESSION		6		Total A	Total Amount of Payment:	\$67.31
12490891	7777	MICHAEL'S PLUMBING SUPP PV		- 142262	0100-8150-0-0000-8110-430000-000	Ongoing & Major Maint. Acct.	Materials and Supplies	\$126.99
						Total For F	Total For Fund Number: 0100	\$126.99
12400807	368	Va 120009 VAIAG SAROHOORI		13001	מסט אמסטדע אמצר אמאת ט מורה אמני	Total Ar	Total Amount of Payment:	\$126.99
749044	907	INCOCCENS EARN FOODS		142231	0.00-0.000 / 5-0.000-0-0.01 / 5-0.00	Child Nutrition - School Programs	Food	\$468.30
						Total For F	Total For Fund Number: 1300	\$468.30
10000	27			6		Total At	Total Amount of Payment:	\$468.30
12490893	1043	KODKIGUEZ BKOS INC	<u>.</u>	- 142258	0100-8150-0-0000-8110-430000-000	Ongoing & Major Maint. Acct.	Materials and Supplies	\$17.20
						Total For F	Total For Fund Number: 0100	\$17.20
						Total Ar	Total Amount of Payment:	\$17.20
							•	

Page 2 of: 5/20/2015 12:22:00PM

Commercial Payment Register For Payments Dated: 05/15/2015

18 Kit Carson Union Elementary School District

	Amount	\$61.42	\$865.39	\$926.81	\$926.81	\$181.89	\$181.89	S181.8°	\$20.65	\$45,29	\$72.20	\$138.18	\$138.18	\$2,389.09	\$2,389.09	\$2,389,09
	Object	Child Nutrition - School Programs Other Food Service Supplies	rograms Food	Total For Fund Number: 1300	Total Amount of Payment:	Maintenance Agreement-Copies	Total For Fund Number: 0100	Total Amount of Payment:	Materials and Supplies	Materials and Supplies	Materials and Supplies	Total For Fund Number: 0100	Total Amount of Payment:	Materials and Supplies	Total For Fund Number: 0100	Total Amount of Payment:
	Resource	Child Nutrition - School P	Child Nutrition - School Programs Food	Tot	L	State Lottery	Tot		State Lottery	State Lottery	State Lottery	Tot	I	Unrestricted Resources	Tot	L
	FD - RE - PY-GO - FN - OB - SI	1300-5310-0-6000-3700-470010-000	1300-5310-0-0000-3700-470000-000			0100-1100-0-1110-1000-560005-000			0100-1100-0-1110-1000-430000-607	0100-1100-0-1110-1000-430000-007	0100-1100-0-1110-1000-430000-002			0100-0000-0-0000-8200-430000-000		
,		PV - 142252	PV - 142252						PV - 142259	PV - 142260	PV - 142261			PV - 142264		
		206 SYSCO FOOD SERVICES				33 CALTRONICS BUSINESS SYS' PV - 142265			246 OFFICE DEPOT					4 SUPPLYWORKS INC		
;	Vendo	206				1093			24(524		
;	Document No	12490894				14011367			14011368					14011369		

Commercial Payment Register For Payments Dated: 05/15/2015	Page 1 of 1 5/20/2015 12:22:00PM
District: 18 Kit Carson Union Elementary School District	
Fund	Total
0100	\$27,062.05
1300	\$1,395.11
Total# of Payments: 14	\$28,457.16
Total # of Payments: 14 Gran	Grand Total: \$ 28,457.16

Detail By Fund/Resource

Amount		\$35.00	\$88.15	\$65.00	\$16.50	\$2,389.09	\$2,593.74	\$20.69	\$45.29	\$72.20	\$181,89	\$320.07	\$495.00	\$495.00	\$6,795.11	\$6,795.11	\$16,646.63	\$16,646.63	\$126.99	\$17.20	\$67.31	\$211.50	\$27,062.05	\$468.30	\$865.39	\$61.42	\$1,395.11
		Unrestricted Resources	Total for Resource 0000	State Lottery	State Lottery	State Lottery	State Lottery	Total for Resource 1100	IASA-Title I Basic Grants Low Income	Total for Resource 3010	Small Rural School Achievement Prog	Total for Resource 5814	Common Core Standards Implementation	Total for Resource 7405	Ongoing & Major Maint. Acct.	Ongoing & Major Maint. Acct.	Ongoing & Major Maint. Acct.	Total for Resource 8150	Total for Fund 0100	Child Nutrition - School Programs	Child Nutrition - School Programs	Child Nutrition - School Programs	Total for Resource 5310				
Resource	General Fund	0000	0000	0000	0000	0000		1100	1100	1100	1100		3010		5814		7405		8150	8150	8150		Cafeteria Fund	5310	5310	5310	
Fund	18 Kit Carson Union Elementary School District 0100																						1300				
District	18 Kit Carso																										

lt.		\$1,395.11 \$28,457.16
Amount		Total for Fund 1300 Total for District 18
Resource		
Fund	18 Kit Carson Union Elementary School District	
District	18 Kit Carson Union E	

Detail By Fund/Resource

1	Amount L	
		\$28.457.16
Resource		Grand Total
Fund	AND	
District		

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

\$480.00	\$480.00					ithorization (EC 42632)	oval	Date
warrants 4 Credit Card Payments 0	Grand Total for Payments Dated: 05/20/2015	Aul	Board Members *		* if this option is chosen must have a majority of Leading	Date	KCOE Examination and Approval	By

This order must be returned to KCOE prior to distribution of payments.

18 Kit Carson Union Elementary School Distri

Warrant Register For Warrants Dated 05/20/2015

Page 1 of 1 5/20/2015 12:22:50PM

Warrant Number	Vendor Number	Vendor Name	Amount
12491216	1252	VICTOR BRASFIELD	\$120,00
12491217	1251	DANIEL J. NELSON	\$120.00
12491218	650	MARI SHACKELFORD	\$120.00
12491219	1250	TYLER THORNTON	\$120.00

Total Amount of All Warrants:

\$480.00

Commercial Payment Register 18 Kit Carson Union Elementary School District

For Payments Dated: 05/20/2015

Amount	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.	\$120.00	\$120.00	S120.00	\$120.00	\$120.00	\$120.00
Object	Other Services and Operating Expenditures	Total For Fund Number: 0100	Total Amount of Payment:	Other Services and Operating Expenditures	Total For Fund Number: 0100	Total Amount of Payment:	Other Services and Operating Expenditures	Total For Fund Number: 0100	Total Amount of Payment:	Other Services and Operating Expenditures	Total For Fund Number: 0100	Total Amount of Payment:
Resource	Other Local			Other Local			Other Local			Other Local		
FD - RE - PY- GO - FN - OB - SI	0100-9010-0-1135-4200-580000-000			0100-9010-0-1135-4200-580000-000			0100-9010-0-1135-4200-580000-000			0100-9010-0-1135-4200-580000-000		
Reference No	PV - 142269			PV - 142268			PV - 142266			PV - 142267		
Document No Vendor No Vendor Name	1252 BRASFIELD, VICTOR			1251 NELSON, DANIEL J.			650 SHACKELFORD, MARI			1250 THORNTON, TYLER		
Document No Ven	12491216 12			12491217			12491218 6			12491219		

Commercial Payment Register For Payments Dated: 05/20/2015 District: 18 Kit Carson Union Elementary School District Fund 0100 Total # of Payments: 4

Detail By Fund/Resource

District	Fund	Resource		Amount
18 Kit Carson Union Elementary School District	ool District			
	0100 General Fund	pu		
		9010	Other Local	\$120.00
		9010	Other Local	\$120.00
		9010	Other Local	\$120.00
		9010	Other Local	\$120.00
			Total for Resource 9010	\$480.00
			Total for Fund 0100 Total for District 18	\$480.00 \$480.00

Detail By Fund/Resource

Amount	
	\$480.00
	Grand Total
Fund	
District	

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

\$10,024.23 \$135.72	\$10,159.95					s authorization (EC 42632)		pproval	Date
ents 9	05/22/2015	9				rity of board member		KCOE Examination and Approval	
Variants Credit Card Payments	Grand Total for Payments Dated:	Authorized Officer/Employee	Or Board Members *			* If this option is chosen, must have a majority of board members authorization (EC 42632)	Date	KCOI	By
		D						*	

This order must be returned to KCOE prior to distribution of payments.

18 Kit Carson Union Elementary School Distri

Warrant Register For Warrants Dated 05/22/2015

Page 1 of I 5/27/2015 12:13:30PM

Warrant Number	Vendor Number	Vendor Name	Amount
12491418	14	ARAMARK UNIFORM SERVICES	\$88.15
12491419	1233	BANK OF AMERICA - 5483	\$1,134.47
12491420	344	CALIFORNIA DEPARTMENT OF EDUCA	\$122.20
12491421	1097	DE LAGE LANDEN	\$87.06
12491422	268	PRODUCERS DAIRY FOODS INC	\$484.91
12491423	285	ROE OIL CO.	\$1,537.07
12491424	330	SO CALIF EDISON CO	\$5,133.59
12491425	206	SYSCO FOOD SERVICES	\$1,194.90
12491426	1136	US BANK	\$241.88

Total Amount of All Warrants:

\$10,024.23

18 Kit Carson Union Elementary School Distri

Credit Card Register For Payments Dated 05/22/2015

Page 1 of 1 5/27/2015 12:13:38PM

Document Number	Vendor Number	Vendor Name	Amount
14011476	246	OFFICE DEPOT	\$135.72
C			

Total Amount of All Credit Card Payments:

\$135.72

Page 1 of: 5/27/201512:13:16PM

Commercial Payment Register For Payments Dated: 05/22/2015

18 Kit Carson Union Elementary School District

Document No	Vendor No	Vendor No Vendor Name	Reference No	FD - RE - PY - GO - FN - OB - SI	Resource	Object	Amount
12491418	14	ARAMARK UNIFORM SERVIC PV	PV - 142275	0100-0000-0-0000-8200-580000-000	Unrestricted Resources Other S	Other Services and Operating	\$88.15
					Expenditures Total For Fund Number: 0100	d Number: 0100	\$88.15
					Total Amount of Payment:	Payment:	\$88.15
12491419	1233	BANK OF AMERICA - 5483	PV - 142270	0100-0332-0-0000-2495-430000-000	LCFF Supplemental/Concentration Materials and Supplies Grant	ials and Supplies	\$23,00
			PV - 142270	0100-0332-0-0000-2495-430000-000	LCFF Supplemental/Concentration Materials and Supplies Grant	ials and Supplies	\$33.49
			PV - 142270	0100-1100-0-1110-1000-430000-020	State Lottery Materi	Materials and Supplies	\$
			PO - 150092	0100-1100-0-1110-1000-430000-000	State Lottery Materi	Materials and Supplies	\$470.85
			PV - 142270	0100-0000-0-0000-7100-430000-000	Unrestricted Resources Materi	Materials and Supplies	\$50.43
			PV - 142270	0100-0332-0-0000-2495-430000-000	LCFF Supplemental/Concentration Materials and Supplies Grant	ials and Supplies	\$21.48
		*	PV - 142270	0100-5630-0-1110-1000-430000-000	NCLB:Title X McKinney-Vento Materi Homeless Assistance Grants	Materials and Supplies	\$76.88
					Total For Fund Number: 0100	nber: 0100	\$911.15
12491419	1233	BANK OF AMERICA - 5483	PV - 142270	0900-7405-0-1110-1000-430000-000	Common Core Standards Materi Implementation	Materials and Supplies	\$121.60
			PV - 142270	0900-0332-0-1110-1000-580000-000	LCFF Supplemental/Concentration Other Services and Operating Grant	Other Services and Operating Expenditures	\$23,96
					Total For Fund Number: 0900	nber: 0900	\$145.56
12491419	1233	BANK OF AMERICA - 5483	PV - 142270	1300-5310-0-0000-3700-470000-000	Child Nutrition - School Programs Food		\$42.78
			PV - 142270	1300-5310-0-0000-3700-430000-000	Child Nutrition - School Programs Materi	Materials and Supplies	18.63
			PV - 142270	1300-5310-0-0000-3700-470000-000	Child Nutrition - School Programs Food		\$25.17
					Total For Fund Number: 1300	nber: 1300	\$77.76
					Total Amount of Payment:	l Payment:	\$1,. ,7
12491420	344	CALIFORNIA DEPARTMENT (PV	c PV - 142278	1300-5310-0-0000-3700-470000-000	Child Nutrition - School Programs Food		\$122.20
					Total For Fund Number: 1300	nber: 1300	\$122.20
					Total Amount of Payment:	f Payment:	\$122.20
12491421	1097	DE LAGE LANDEN	PV - 142271	0100-1100-0-1110-1000-560005-000	State Lottery Mainte	Maintenance Agreement-Copies	\$87.06
					Total For Fund Number: 0100	nber: 0100	\$87.06
					Total Amount of Payment:	f Payment:	\$87.06
12491422	268	PRODUCERS DAIRY FOODS 1 PV	I PV - 142276	1300-5310-0-0000-3700-470000-000	Child Nutrition - School Programs Food		\$484.91
					Total For Fund Number: 1300	nber: 1300	\$484.91
					Total Amount of Payment:	f Payment:	\$484.91
12491423	285	ROE OIL CO.	PV · 142273	1 0100-0000-0-0000-8400-430010-000	Unrestricted Resources Matl & Fuel	Matl & Suppl, -Gasoline/Diesel Fuel	\$94.28

Page 2 of: 5/27/2015 12:13:16PM

Commercial Payment Register For Payments Dated: 05/22/2015

18 Kit Carson Union Elementary School District

Amount	\$1,442.79	\$1,537.07	\$1,537.07	\$5,133.59	\$5,133.59	\$5,133.59	81,r 6	\$114.34	\$1,194.90	\$1,194.90	\$120.94	\$120.94	\$120.94	\$120.94	\$241.88	\$94.60	\$41.12	\$135.72	\$135.72
Object	Matl & SupplGasoline/Diesel Fuel	Total For Fund Number: 0100	Total Amount of Payment:	Electricity	Total For Fund Number: 0100	Total Amount of Payment:	grams Food	Child Nutrition - School Programs Other Food Service Supplies	Total For Fund Number: 1300	Total Amount of Payment:	Maintenance Agreement-Copies	Total For Fund Number: 0100	Maintenance Agreement-Copies	Total For Fund Number: 0900	Total Amount of Payment:	Materials and Supplies	Materials and Supplies	Total For Fund Number: 0100	Total Amount of Payment:
Resource	Unrestricted Resources	Total	Tol	Unrestricted Resources	Total	Tel	Child Nutrition - School Programs Food	Child Nutrition - School Pro	Total	To	Unrestricted Resources	Total	Unrestricted Resources	Total	To	Unrestricted Resources	Unrestricted Resources	Total	To
FD - RE - PY-GO - FN - OB - SI	0100-0000-0-0000-3600-430010-000			PV - 142272 0100-0000-0-0000-8200-550020-000			1300-5310-0-0000-3700-470000-000	1300-5310-0-0000-3700-470010-000			0100-0000-0-0000-2300-260002-000		PV - 142274 0900-0000-0-1110-1000-560005-000			0100-0000-0-0000-2700-430000-000	0100-0060-0-0600-2700-430000-000		
Reference No	PV - 142273			PV - 142272			PV - 142277	PV - 142277			PV - 142274		PV - 142274			PO - 150096	PO - 150096		
Document No Vendor No Vendor Name	ROE OIL CO.			SO CALIF EDISON CO			SYSCO FOOD SERVICES				US BANK		US BANK			OFFICE DEPOT			
Vendor ì	285			330			206				1136		1136			246			
Document No	12491423			12491424			12491425				12491426		12491426			14011476			

Commercial Payment Register For Payments Dated: 05/22/2015	Page 1 of 1 5/27/2015 12:13:16PM
ুর	Total \$8,013.68 \$266.50 \$1,879.77 \$10,159.95
10fal # of Payments: 10 Grand Total:	\$ 10,159.95

Detail By Fund/Resource

Amount			\$88.15	\$1,442.79	\$94.28	\$5,133,59	\$50.43	\$120.94	\$41.12	\$94.60	\$7,065.90	\$33.49	\$23.00	\$21.48	\$77.97	\$470.85	\$87.06	\$235.02	\$792.93	\$76.88	\$76.88	\$8,013.68	000000000000000000000000000000000000000	9120.94	\$120.94	\$23.96	\$23.96	\$121.60	\$121.60
			Unrestricted Resources	Total for Resource 0000	LCFF Supplemental/Concentration Gran	LCFF Supplemental/Concentration Gran	LCFF Supplemental/Concentration Gran	Total for Resource 0332	State Lottery	State Lottery	State Lottery	Total for Resource 1100	NCLB:Title X McKinney-Vento Homeless	Total for Resource 5630	Total for Fund 0100	Unrestricted Reconress		Total for Resource 0000	LCFF Supplemental/Concentration Gran	Total for Resource 0332	Common Core Standards Implementation	Total for Resource 7405							
Resource		1 T	0000	0000	0000	0000	0000	0000	0000	0000		0332	0332	0332		1100	1100	1100		5630		Larter Cobole	0000	1		0332		7405	
Fund	18 Kit Carson Union Elementary School District																					0060							
District	18 Kit Carson Un																												

Detail By Fund/Resource

District	Fund	Resource		Amount	
18 Kit Carson Union Elementary School District	hool District				
:			Total for Fund 0900	\$266.50	50
	1300 Cafeteria	Fund			i I
		5310	Child Nutrition - School Programs	\$122.20	
		5310	Child Nutrition - School Programs	\$114.34	
		5310	Child Nutrition - School Programs	\$1,080.56	
		5310	Child Nutrition - School Programs	\$25.17	(
		5310	Child Nutrition - School Programs	\$9.81	4.
		5310	Child Nutrition - School Programs	\$42.78	
		5310	Child Nutrition - School Programs	\$484.91	
			Total for Resource 5310 Total for Fund 1300 Total for District 18	\$1,879.77 \$1,879.77 \$1,015	77 879.77 \$10,159.95

Resource	
Fund	
District	

\$10,159.95

Amount

Grand Total

School District Payment Order

District Name: Kit Carson Union Elementary School District

As per the Authorized Signature Permit, the following payments are authorized as listed on the payment register.

Credit Card Payments 3 \$253.15 Grand Total for Payments Dated: 05/29/2015 \$4,863.41 Authorized Officer/Employee Or Board Members * * If this option is chosen, must have a majority of board members authorization (EC 42632) Date RCOE Examination and Approval										
Credit Card Payments 4 Grand Total for Payments Dated: 05/29/2015 Authorized Officer/Employee Or Board Members ** * If this option is chosen, must have a majority of board members an Date KCOE Examination and Apple By By Date	\$253.15 \$4,610.26	\$4,863.41	\				uthorization (EC 42632)	FALTA	lova!	ate
Credit Card Payme Grand Total for Payments Dated: Authorized Officer/Employee Or Board Members * If this option is chosen, must have a majori Date RCOE		05/29/2015	de				ty of board members a	Examination and Ann		D
	Credit Card Paymer	Grand Total for Payments Dated:	Authorized Officer/Employee	Or Board Members *			* If this option is chosen, must have a majorit			Ву

This order must be returned to KCOE prior to distribution of payments.

18 Kit Carson Union Elementary School Distri

Warrant Register For Warrants Dated 05/29/2015

Page 1 of 1

6/3/2015 1:11:12PM

Warrant Number	Vendor Number	Vendor Name	Amount
12492174	14	ARAMARK UNIFORM SERVICES	\$88.15
12492175	1195	HEDGES PEST CONTROL	\$65.00
12492176	474	KINGS CO OFFICE OF EDUCATION	00.001

Total Amount of All Warrants:

\$253.15

18 Kit Carson Union Elementary School Distri

Credit Card Register For Payments Dated 05/29/2015

Page 1 of 1

6/3/2015 1:12:45PM

Document Number	Vendor Number	Vendor Name	Amount
14011565	1093	CALTRONICS BUSINESS SYSTEMS	\$1,101.66
14011566	1047	MOBILE MODULAR MANAGEMENT CORP	\$844.00
14011567	246	OFFICE DEPOT	\$24.71
14011568	524	SUPPLYWORKS INC	\$2,639.89

Total Amount of All Credit Card Payments:

\$4,610.26

18 Kit Carson Union Elementary School District

Commercial Payment Register For Payments Dated: 05/29/2015

Page 1 of 5 6/3/2015 1:10:02PM

Amount	\$88.15	\$88.15	588.15	\$65.00	\$65.00	865.00	\$1:	\$100.00	\$100.00	\$758.73	\$19135	C	10.1014 014 07	101.00	31,101.00	\$1,101.66	\$844.00	\$844.00	\$844.00	\$24.71	\$24.71	\$24.71	\$2,65	\$2,639.89	\$2,639.89
Object	Other Services and Operating Expenditures	Total For Fund Number: 0100	Total Amount of Payment:	Pest Control	Total For Fund Number: 0100	Total Amount of Payment:	Travel and Conferences	Total For Fund Number: 0100	Total Amount of Payment:	Maintenance Agreement-Copies	Materials and Supplies	Maintenance Agreement Conies	Maintenance Agreement-Conies	Total For Fund Number: 0100		Total Amount of Puyment:	Rentals, Leases and Repairs	Total For Fund Number: 2500	Total Amount of Payment:	Materials and Supplies	Total For Fund Number: 0100	Total Amount of Payment:	Equipment-Non Depreciated	Total For Fund Number: 0100	Total Amount of Payment:
Resource	Unrestricted Resources	Tol		Unrestricted Resources	Tol		Unrestricted Resources	Tot		State Lottery	State Lottery	State Lottery	Unrestricted Resources	Tot		_	Unrestricted Resources	Tot	_	Unrestricted Resources	Tot		Unrestricted Resources	Tot	
FD - RE - PY - GO - FN - OB - SI	0100-0000-0-0000-8200-280000-000			0100-0000-0-0000-8200-550070-000			0100-0000-0-1110-3130-520000-000			0100-1100-0-1110-1000-560005-000	0100-1100-0-1110-1000-430000-000	0100-1100-0-1110-1000-560005-000	0100-0000-0-0000-7300-560005-000				2500-0000-0-0000-8700-560000-124			0100-0000-0-0000-2700-430000-000			0100-0000-0-0000-8100-440000-000		
r Name Reference No	ARAMARK UNIFORM SERVIC PV - 142280			HEDGES PEST CONTROL PV - 142279			KINGS CO OFFICE OF EDUCA PV - 142286			CALTRONICS BUSINESS SYS' PV - 142283	PV - 142285	PV - 142282	PV - 142284				MOBILE MODULAR MANAGI PV - 142281			PO - 150097			SUPPLYWORKS INC PV - 142287		
Document No Vendor No Vendor Name	I4 ARAMAR			1195 HEDGES			474 KINGS C			1093 CALTRO							104/ MOBILE			246 OFFICE DEPOT			524 SUPPLY		
Document No	12492174			12492175			12492176			14011565							14011566			14011567			14011568		

Commercial Payment Register For Payments Dated: 05/29/2015	Page 1 of 1 6/3/2015 1:10:02PM
District: 18 Kit Carson Union Elementary School District	
Fund	Total
0100	\$4,019.41
2500	\$844.00
Total # of Payments: 7	\$4,863.41
Total # of Payments: 7 Grand	Grand Total: \$ 4,863.41

Detail By Fund/Resource

District	nđ	Resource		Amount
18 Kit Carson Union Elementary School District	District			
0.1	0100 General	al Fund		
		0000	Unrestricted Resources	\$88.15
		0000	Unrestricted Resources	\$65,00
		0000	Unrestricted Resources	\$100.00
		0000	Unrestricted Resources	\$14.07
		0000	Unrestricted Resources	\$24.71
		0000	Unrestricted Resources	\$2,639.89
			Total for Resource 0000	\$2,931.82
		1100	State Lottery	\$137.51
		1100	State Lottery	\$191.35
		1100	State Lottery	\$758.73
			Total for Resource 1100	\$1,087.59
25	2500 Capita	CapitalFacilities Fund	Total for Fund 0100 ind	\$4,019.41
		0000	Unrestricted Resources	\$844.00
			Total for Resource 0000	\$844.00
			Total for Fund 2500 Total for District 18	\$844.00 \$4,863.41

	1	
	Resource	
,	pund	
1000	הדפרדכר	

Grand Total \$4,863.41

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REOUEST FORM

10:	Board of Trustees
FROM:	Todd Barlow, Superintendent/Principal
DATE:	May 19, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (x) Action

Date you wish to have your item considered:

June 17, 2015

Item:

Memorandum of Understanding between Kings County Office of Education After School Education and Safety Program and Kit Carson Union School District

Purpose:

Consider approving the annual Memorandum of Understanding between Kings County Office of Education After School Education and Safety Program and Kit Carson Union School District.

Fiscal Impact:

Please see attachment

Recommendation:

Consideration for approval

MEM RANDUM OF UNDERSTANDING

between

Kings County Office of Education After School Education and Safety Program and

Kit Carson Union School District Kit Carson Elementary School

Purpose:

This Memorandum of Understanding (MOU) is between the Kings County Office of Education and the Kit Carson Union School District. It is expressly understood and agreed, by both parties, that After School Programs represent a partnership among parents, students, and school personnel. The goal of the After School Program is to improve the outcomes for children in rural elementary schools. Therefore, this MOU establishes a formal working relationship between the parties to this agreement and sets forth the operative conditions which will guide this important partnership.

Description of Services:

The Kit Carson Union School District (KCUSD) will provide the following support for the KCOE After School Program (After School Education & Safety Grants), including: access to appropriate school buildings, classrooms, restrooms, kitchen, library, grounds, and custodial maintenance as appropriate for implementation of the KCOE After School Program.

- KCUSD will meet the required ASES program local match of thirty-three percent (33%).
 - Up to twenty five percent (25%) of the required local contribution can cover facilities or space usage and janitorial services.
 - The remaining balance can include cash, staffing which is not paid by the grant, time that managers are spending in planning and overseeing the program, supplies, and transportation costs.

STATE CATEGORICAL FUNDS FOR REMEDIAL EDUCATION ARE NOT ALLOWED TO BE USED AS MATCH FULFILLMENT.

- KCUSD will provide KCOE with Matching Funds documentation by June 30, 2016.
- KCUSD will provide a snack that conforms to nutrition standards as established by the U.S. Department of Agriculture.
- KCUSD will work collaboratively with KCOE to maintain an attendance level of at least eighty five percent (85%) of the attendance goal as stated in the ASES application.
- KCUSD will provide after school services a minimum of three (3) hours per day for students for a minimum of 15 hours per week, 180 days during the regular school year.
- KCUSD will provide access to facilities until 6:00 pm each regular school day while the after school (ASES) program is in operation.
- KCUSD will work collaboratively with KCOE to provide student information deemed appropriate by CDE for the evaluation process of the program.

KCOE will provide the following:

- KCOE will provide ongoing monitoring of site's program through site visits, monthly site coordinators' meetings, and data collection.
- KCOE will compile student data for state and federal reports and submit all reports in a timely manner.
- KCOE will provide a copy of the annual program evaluation provided by Educational Resource Consultants.
- KCOE will provide regular communication with district and site administrators regarding ASES and 21st Century regulations when applicable.
- KCOE will provide staff development opportunities for the after school site staff.

Transportation

Should transportation be required, costs shall be negotiated between KCUSD and KCOE.

Todd Barlow, Superintendent/Principal	Date
Jum CAA	5/12/15
Carinen Barnhart, Assistant Superintendent Educational Services KCOE	Date /

The terms of this MOU s. all commence July 1, 2015 and shall extend are renewable from academic year to academic year unless either party gives written notice of

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Kit Carson Governing Board
FROM:	Todd Barlow, Superintendent/Principal
DATE:	June 10, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action
Date you wis June 17, 2013	sh to have your item considered:
Item: Consider ration	fying the annual Technology Services Agreement between Kings County Office of Education

Purpose:

The purpose is to acknowledge the annual review of the agreement for technology services.

Fiscal Impact:

The rate per ADA will be \$13.50 as approved at the May 4, 2015 Kings County Education Council Meeting

Recommendation:

Consideration for ratification

and Kit Carson Union School District

AMENDMENT TO AGREEMENT FOR TECHNOLOGY SERVICES

This agreement is intended to amend, but only to the extent provided herein below, the "AGREEMENT FOR TECHNOLOGY SERVICES" (the "Agreement") executed by the following enumerated school districts located within Kings County (hereinafter referred to as "School District(s)") and the Kings County Office of Education (hereinafter referred to as "Superintendent") on June 30, 2011.

, 2013	The effective date of this Amendment shall be	, 2015
--------	-----------------------------------------------	--------

Those enumerated School Districts are:

- 1. Armona Union Elementary School District;
- 2. Central Union Elementary School District;
- 3. Corcoran Joint Unified School District:
- 4. Hanford Elementary School District;
- 5. Hanford Joint Union High School District;
- 6. Island Union Elementary School District;
- 7. Kings-River Hardwick Union Elementary School District;
- 8. Kit Carson Union Elementary School District;
- 9. Lakeside Union Elementary School District;
- 10. Lemoore Union Elementary School District;
- 11. Lemoore Union High School District;
- 12. Pioneer Union Elementary School District; and
- 13. Reef-Sunset Unified School District.

This Amendment only modifies the parties' June 30, 2011 Agreement to the extent provided herein below. In all other respects, the parties' 2011 Agreement shall remain in full force and effect.

Both Superintendent and School Districts agree as follows:

- 1. A section 13 is added to the Agreement as follows:
- "13. Each party to this Agreement shall indemnify, defend and hold harmless the remaining parties to this Agreement (i.e., the "Indemnitees") and their officers, agents, employees and board members, from and against any and all claims, liability, legal actions, damages, judgments, legal costs and expenses, including reasonable attorney's fees, arising out of or connected with (1) the negligence or willful misconduct of the Indemnitor; and/or (2) the breach of any duty or obligation arising out of this Agreement by the Indemnitor, including its officers, agents, employees and board members. This indemnification provision shall survive the termination, cancellation or expiration of this Agreement."

- 2. A section 14 is added to the Agreement as follows:
- "14. Any and all information that is <u>not</u> legally disclosable by a public agency under federal and/or California law and is shared with and/or provided to the Superintendent as part of this Agreement, shall be considered Confidential Information.

The Superintendent shall not use Confidential Information for any purpose other than as necessary to fulfill the terms of this Agreement and shall not disclose any Confidential Information to any third person without the prior written consent of the affected School District. Further, Superintendent shall not make School District information available to any employees or agents of Superintendent except those with a need to know. Superintendent shall implement appropriate measures to ensure the security and confidentiality of all School District information in its possession from time to time, including protecting against any anticipated threats or hazards to the security or integrity of School District information and protecting against unauthorized access to or use of School District information that could result in substantial harm or inconvenience to any School District."

- 3. A section 15 is added to the Agreement as follows:
- "15. All Confidential Information that is acquired and utilized by the Superintendent in the performance of his/its duties and obligations under this Agreement, shall remain the property of each School District and subject to its discretion and control. However, information shall not be deemed confidential if it was available to the public prior to any disclosure by the Superintendent or the information is considered a disclosable public record by virtue of the provisions of California and/or federal law. Further, Confidential Information may be disclosed where required by a lawful order issued by a court of competent jurisdiction.
 - 4. A subdivision (c) is added to Section 10 as follows:
- "(c) The rate, as described in the foregoing provisions of this section 10, shall be reduced based upon funds received from the rebate program sponsored by and received from SunGard Financial Systems in the prior fiscal year."

Please note that the original Agreement skips from section 6 to section 8. Nothing has been added and/or deleted as a result of this misnumbering. The Agreement, in its present form, represents the mutual intent of all parties.

This Amendment may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same amendment.

Kings County Office of Education

Tim Bowers - County Superintendent of Schools

Kings County Board of Education

Area 1 Mickey Thayer

Area 2 Joe Hammond

Area 3 Mike Robinson

Area 4 William Gundacker

Area 5 Rachel Caudillo

TO:

Kings County District Superintendents

FROM:

Jerry Waymire

Assistant Superintendent, Information Technology

RE:

Annual Review of Agreement for

Technology Services

DATE:

May 4, 2015

The purpose of this memorandum is to acknowledge the annual review of the Agreement for Technology Services between the Kings County Office of Education ("Superintendent") and each of the school districts in Kings County.

As described in paragraph 10 of the Agreement, the Superintendent intends to continue the contribution per the Agreement for the 2015/2016 fiscal year and has estimated that for each school district and the county office the rate per ADA will remain at \$13.50 as approved at the May 4, 2015 Kings County Education Council meeting.

The rate will be reduced as described in Paragraph 10 of the Agreement, based on funds received from SunGard in prior year (2014/2015).

Please acknowledge your receipt of this annual review memorandum by signing below.

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PIONEER UNION ELEMENTARY SCHOOL DISTRIBY:	CT DATE: <u>5/4/5</u>
REEF-SUNSET UNIFIED SCHOOL DISTRICT BY:	DATE: 5/4/15
KINGS COUNTY OFFICE OF EDUCATION BY [IM TOWERS	DATE: 5/4/15

ARMONA UNION ELEMENTARY SCHOOL DISTRICT

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KINGS COUNTY OFFICE OF EDUCATION

BY: Modern DATE: 5/4/15
Tim Bowers, County Superintendent

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

10:	Kit Carson Governing Board
FROM:	Todd Barlow, Superintendent/Principal
DATE:	June 12, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action

Date you wish to have your item considered:

June 17, 2015

Item:

Consider approving the renewal of Mid Valley Alternative Charter School

Purpose:

Per California Education Code section 47604.32(e) notification to the California Department of Education must be provide when a charter school is renewed for continual operations. The term for Mid Valley Alternative Charter School to continue its operations will expire on June 30, 2015. Therefore board approval is need on the renewal of the application.

Fiscal Impact:

Recommendation:

Consideration for approval





October 6, 2014

Todd Barlow, Superintendent Kit Carson Union Elementary School District 9895 Seventh Ave. Hanford, CA 93230-8802

Becky Hofer, Director Mid Valley Alternative Charter 9895 Seventh Ave. Hanford, CA 93230-9304

Dear Superintendent Barlow and Director Hofer:

Subject: Charter Renewal

As per California *Education Code* (*EC*) Section 47604.32(e), Duties of chartering authority, the authorizer of a charter school must provide notification to the California Department of Education (CDE) when a charter school is revoked, renewed, or ceases to operate for any reason. Upon review of the Charter database, the charter term for Mid Valley Alternative Charter, #0088, will expire on June 30, 2015.

Pursuant to *EC* Section 47607(a)(3)(A), the most important factor in determining whether to grant a charter renewal is the increase in pupil academic achievement for all groups of pupils served by the charter school. With the suspension of the Academic Performance Index (API) Accountability System, Kit Carson Union Elementary School District and Mid Valley Alternative Charter will need to use other means to determine whether the academic performance of the charter school and all pupil subgroups is at least equal to the academic performance of the public schools that the charter school pupils would otherwise have been required to attend. In addition, *EC* Section 47607(b)(4)(C) indicates the chartering authority is to submit copies of supporting documentation and a written summary of the basis for any determination made in renewing a Charter petition to the State Superintendent of Public Instruction (SSPI) 30 days before approval is effective.

The Charter Schools Division (CSD) has developed a submission process for Charter Authorizers to use when submitting renewal documentation to CDE in order to comply with *EC* Section 47607(b)(4)(C). The Charter School Renewal Package may be used as a basis for recommendation made according to *EC* Section 47604.5 which states the

Kit Carson Union Elementary School District, Mid Valley Alternative Charter October 6, 2014 Page 2

State Board of Education, based upon the recommendation of the SSPI, revocation of the school's charter, when any of the following is determined: (a) gross financial mismanagement; (b) illegal or substantially improper use of charter school funds; or (c) substantial and sustained departure from measurably successful practices.

The Charter School Renewal Package will consist of:

- <u>Academic Performance Determination Form</u> (DOC) signed by the District Superintendent of the authorizing Local Educational Agency (LEA);
- Written notice (board meeting minutes of the public hearing and approving the renewal of the Charter) by the governing board of the school district;
- Supporting documentation and a written summary of the basis for any
 determination made pursuant to the renewal including evidence that pupil
 academic achievement for all groups of pupils served by the Charter are at least
 equal to the public school that the pupils would otherwise have attended;
- Updated petition (including new legislation enacted after charter was originally granted or last renewed) as approved by the authorizing LEA, including any attachments or appendices, and
- One CD or flash drive with an electronic copy of all above noted documentation.

All materials are to be submitted electronically on a CD or by e-mail to Charters@cde.ca.gov. Also, the printed and signed form must be mailed to:

Attn: Charter School Renewal Package Charter Schools Division California Department of Education 1430 N Street, Suite 5401 Sacramento, CA 95814

If the charter school has not been renewed and is in the process of closing, please see the following: http://www.cde.ca.gov/sp/cs/lr/csclosurerules.asp

Kit Carson Union Elementary School District, Mid Valley Alternative Charter October 6, 2014 Page 3

If you have further questions about the renewal process, please contact the Charter Schools Division by phone at 916-322-6029 or by e-mail at Charters@cde.ca.gov.

Sincerely,

/s/

Julie Russell, Director Charter Schools Division

JR:cs

California Department of Education Charter Schools Division 3/2014

Charter School Renewal Academic Performance Determination

Charter School Inform	nation	
School Name:		
CDS Code:		
Authorizing Local Ed	ucational Agency (LEA)	
Name:	double region (227)	
Address:		
City:		Zip:
Contact Name:		
Phone:		Fax:
E-mail Address:		
LEA Superintendent (hereby certify that the	Certification enclosed information is true and corre	ect.
Superintendent or Designee		Date:
Superintendent or Designee	Printed Name:	Title:

The Charter School Authorizer must provide supporting documentation and a written summary of the basis for any determination made in renewing a charter using the criterion in *EC* 47607(b)(4)(A) located at:

http://leginfo.legislature.ca.gov/faces/codes displaySection.xhtml?lawCode=EDC§ionNum=47607, including evidence that pupil academic achievement for all groups of pupils served by the charter are at least equal to the public school that the pupils would otherwise have attended, as well as the academic performance of the schools in the school district in which the charter school is located, considering the composition of the pupil population that is served at the charter school.

All materials are submitted electronically on a CD or by e-mail including this signed cover sheet:

Via mail:

California Department of Education
Charter Schools Division
Attn: Charter School Renewal–Academic Performance Determination
1430 N Street, Suite 5401
Sacramento, CA 95814-5901

Or via e-mail: charters@cde.ca.gov

Charter School Renewal Academic Performance Determination

Charter School Information

School Name:	Mid Valley Alternative Charter	
CDS Code:	16 63958 6113120	

Authorizing Local Educational Agency (LEA)

Name:	Kit Carson Union School District		
Address:	9895 7 th Ave		
City:	Hanford	Zip:	93230
Contact Name:	Todd Barlow		
Phone:	559-582-2843	Fax:	559-582-7565
E-mail Address:	tbarlow@kitcarsonschool.com		

LEA Superintendent Certification

I hereby certify that the enclosed information is true and correct.

Superintendent or Designee Signature:	Date: 6/10/2015
Superintendent or Designee Printed Name: Todd Barlow	Title: Superintendent/Principal

The Charter School Authorizer must provide supporting documentation and a written summary of the basis for any determination made in renewing a charter using the criterion in *EC* 47607(b)(4)(A) located at:

http://leginfo.legislature.ca.gov/faces/codes displaySection.xhtml?lawCode=EDC§ionNum=47607, including evidence that pupil academic achievement for all groups of pupils served by the charter are at least equal to the public school that the pupils would otherwise have attended, as well as the academic performance of the schools in the school district in which the charter school is located, considering the composition of the pupil population that is served at the charter school.

All materials are submitted electronically on a CD or by e-mail including this signed cover sheet:

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California Department of Education
Charter Schools Division
Attn: Charter School Renewal–Academic Performance Determination
1430 N Street, Suite 5401
Sacramento, CA 95814-5901

Or via e-mail: charters@cde.ca.gov

Kit Carson Union Elementary School District

Charter Oversight Responsibilities Mid Valley Alternative Charter School

Pursuant to EC: 47604.32, as a chartering authority, Kit Carson Union Elementary School District is required to provide oversight to Mid Valley Alternative Charter School. The chart below identifies legislative requirements in EC 47604.32, 47604.33, 47606.5, and 47607, as well as our district's activities to comply with these requirements.

SECTION 1: Legislative Requirements per 47604.32*	Compliance/Evidence
Staff member acting as contact person for the charter school	Mid Valley Teachers are district employees. Our district Learnin Director acts as principal/contact person.
Visit each charter school at least annually	Mid Valley is situated on Kit Carson campus. Meetings held at least monthly during school between Mid Valley teachers and District administration.
Ensure that each charter school under its authority complies with all reports required of charter schools by law, including the annuupdate required pursuant to Section 47606.5.	Mid Valley's Local Control Accountability Plan (LCAP) is update and presented to the board alongside Kit Carson's LCAP, using the template adopted pursuant to Section 52064
Monitor the fiscal condition of each charter school under its authority	District level Chief Business Officer oversees Mid Valley budget
Provide timely notification to the California Department of Education if any of the following circumstances occur or will occur with regard to a charter school under the chartering authority: (1) A renewal of the charter is granted or denied. (2) The charter is revoked. (3) The charter school will cease operation	Notification will be sent as needed.

^{*}The cost of performing the duties required by this section shall be funded with supervisorial oversight fees collected pursuant to Section 47613.

SECTION2: Legislative requirements per 47604.33 (submit the following reports to its chartering authority and the county superintendent of schools):	Compliance/Evidence
On or before July 1, a preliminary budget. For a charter school in its first year of operation, the information submitted pursuant to subdivision	District level Chief Business Officer oversees Mid Valley budget Budget reports are presented to the board within the required timelines.
On or before July 1, an annual update required pursuant to Section 47606.5.	Mid Valley's Local Control Accountability Plan (LCAP) is update and presented alongside our district's LCAP.
On or before December 15, an interim financial report. This reposhall reflect changes through October 31.	
On or before March 15, a second interim financial report. This report shall reflect changes through January 31.	
On or before September 15, a final unaudited report for the full prior year.	
The chartering authority shall use any financial information it obtains from the charter school, including, but not limited to, the reports required by this section, to assess the fiscal condition of the charter school pursuant to subdivision (d) of Section 47604.32.	District level Chief Business Officer oversees Mid Valley budget Budget reports are presented to the board within the required timelines, allowing timely assessment of the fiscal condition of the charter school.

^{*}The cost of performing the duties required by this section shall be funded with supervisorial oversight fees collected pursuant to Section 47613.

SECTION 3: Legislative requirements per 47606.5:	Compliance/Evidence
(a) On or before July 1 each year, a charter school shall update the goals and annual actions to achieve those goals identified in the charter pursuant to subparagraph (A) of paragraph (5) of subdivision (b) of Section 47605 or subparagraph (A) of paragraph (5) of subdivision (b) of Section 47605.6. The annual update shall be developed using the template adopted pursuan Section 52064	the template adopted pursuant to Section 52064
(1) A review of the progress toward the goals included in the charter, an assessment of the effectiveness of the specific actions described in the charter toward achieving the goals, and description of changes to the specific actions the charter school will make as a result of the review and assessment.	Mid Valley's Local Control Accountability Plan (LCAP) is update and presented to the board alongside Kit Carson's LCAP, using the template adopted pursuant to Section 52064
(2) A listing and description of the expenditures for the fiscal year implementing the specific actions included in the charter as a result of the reviews and assessment required by paragraph (1). (b) The expenditures identified in subdivision (a) shall be classified using the California School Accounting Manual pursuate to Section 41010. (c) For purposes of the review required by subdivision (a), a governing body of a charter school may consider qualitative information, including, but not limited to, findings that result from school quality reviews conducted pursuant to subparagraph (J) paragraph (4) of subdivision (a) of Section 52052 or any other reviews.	and presented to the board alongside Kit Carson's LCAP, using the template adopted pursuant to Section 52064
(d) To the extent practicable, data reported pursuant to this section shall be reported in a manner consistent with how information is reported on a school accountability report card.	Mid Valley publishes a School Accountability Report Card (SARC) annually. The SARC is presented to the Board annuall
(e) The charter school shall consult with teachers, principals, administrators, other school personnel, parents, and pupils in developing the annual update.	Teachers, principals, administrators, other school personnel, parents, and pupils are consulted at a district level for both Mid Valley and Kit Carson. The Local Control Accountability Plan (LCAP) for both school's is developed with their input.
Annual update developed	Mid Valley's Local Control Accountability Plan (LCAP) is update and presented to the board alongside Kit Carson's LCAP, using the template adopted pursuant to Section 52064

SECTION 4: Legislative requirements per 47607(b)(4)(A)	Compliance/Evidence
Supporting documentation and a written summary of the basis for any determination made in renewing a charter using alternative criterion.	See attached written summary and attached documentation

Summary of the basis for determining the renewal of Mid Valley Alternative Charter

The Superintendent of Kit Carson Union Elementary School District recommends that the Board of Kit Carson Union Elementary School District consider renewing the charter for Mid Valley Alternative Charter School. Mid Valley Teachers are district employees. Our district Learning Director acts as the principal/contact person. Mid Valley is situated on Kit Carson campus. Meetings held at least monthly during school between Mid Valley teachers and District administration. Mid Valley's Local Control Accountability Plan (LCAP) is updated and presented to the board alongside Kit Carson's LCAP, using the template adopted pursuant to Section 52064. Mid Valley publishes a School Accountability Report Card (SARC) annually. The SARC is presented to the Board annually. A District level Chief Business Officer oversees Mid Valley budget. Budget reports are presented to the board within the required timelines. Mid Valley's Local Control Accountability Plan (LCAP) is updated and presented alongside our district's LCAP. Teachers, principals, administrators, other school personnel, parents, and pupils are consulted at a district level for both Mid Valley and Kit Carson. The Local Control Accountability Plan (LCAP) for both school's is developed with their input.

The Superintendent of Kit Carson Union Elementary School District recommends that the Board of Kit Carson Union Elementary School District consider renewing the charter for Mid Valley Alternative Charter School. The Superintendent considered increases in pupil academic achievement for all groups of pupils served by the charter school as the most important factor in determining whether to grant a charter renewal.

According to EC 47607: "all groups of pupils served by the charter school" means a numerically significant pupil subgroup, as defined by paragraph (3) of subdivision (a) of Section 52052, served by the charter school. Mid Valley had less than 20 students enrolled at the time of CBEDS data collection in the first week of October 2014 (see attached report). No group, not even the entirety of the charter school's population could be labeled as a significant subgroup.

However, it is very likely that the small size charter school is what allows it to meet the criteria for renewal. The students at Mid Valley Alternative Charter clearly benefit from the home school setting their parents have chosen for them. It is alternative educational options like Mid Valley Alternative Charter that allow all students access to successful programs.

Since the Academic Performance Index (API) has been suspended by the state, test scores and school ranking were not a factor in determining a renewal. The District did review Mid Valley's P2 attendance count, because that was the method the state determined it would use to measure Adequate Yearly Progress (AYP) to meet Federal ESEA requirements (see attached report). Using data from local standards based assessments, and taking into account the composition of the pupil population that is served at the charter school, the District determined that the academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school pupils would otherwise have been required to attend, as well as the academic performance of the schools in the school district in which the charter school is located.

This determination is based based upon all of the following:

The following documented and clear and convincing data were submitted by the charter school: pupil achievement data from local assessments and other information regarding the activities of the charter school. Copies of supporting documentation are attached to this written summary. The District awaits the Superintendent's recommendations to the District as a chartering authority based on his or her review. The charter school submits these materials for review on an ongoing basis, working closely with District administration on a monthly, and sometimes weekly or daily basis from August through April of each school year.

Todd Barlow Superintendent/Principal

Attched: CBEDS Report from October 1, 2014 Charter School P-2 Attendance Report

Mid Valley Alternative Charter School

Print Date & Time 06/11/2015 01:46:26 PM 9895 7TH Avenue Hanford, CA 93230 (559) 583-1149

CBEDS On A Given Day...10/01/2014

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	Blank	0	0	0	0	0	0	0
	Other	1	H	2	0	H	H	1
	African American not Hispanic	0	0	0	0	0	0	0
Female	African American Hispanic not Filipino or Latino Hispanic	1	0	0	0	Н	0	0
F	Filipino	0	0	0	0	0	0	0
	Pacific Islander	0	0	0	0	0	0	0
		0	0	0	0	0	0	0
	American Indian or Alaskan Native	0	0	0	0	0	0	0
	Declined To State	0	0	0	0	0	0	0
	Blank	0	0	0	0	0	0	0
	Other White	2	0	0	11		6	
	African American not Hispanic	0	0	0	0	0	0	0
Male	African American Hispanic not Filipino or Latino Hispanic	0	0	0		0	0	0
Σ		0	0	0	0	0	0	0
	Pacific Asian Islander	0	0	0	0	0	0	0
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	American Indian or Alaskan Native	0	0	0	0	0	0	0
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	Attendance Charter	ר ייייין איני			
County: Kings		- 10			
District: Kit Carson Union Elementary : Mid Valley CDS CODE 16 63958 6113120 0000	ey Alternative			Fiscal)	Year: 2014-15
				Certificate Number	
Did the charter school cease operation during the current	e current fiscal wears				wer: 9021D7BE
Is this charter school in its first year of operation?			NO		
Enter Date (month, day, year) that instruction commenced	ommenced	4	No -		
Does this charter school operate multiple instructional tracks?	ctional tracks?		11		
Single Track Days of Operation		Z	NO		
Regular ADA			0		
	TK/K-3	Grades 4-6	Grades 7-8	0 10 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	
Regular ADA				ST-6 sames	Total
Classroom-based ADA included in A-1	A-1 7.11	6.84	4.46	0.00	18.41
Extended Year Gracial Banaria		00.00	00.00	00.00	0.00
(Divisor 175) Pectal Education (EC 56345(b)(3)]	A-3 0.00	00.00	0.00	C	
Classroom-based ADA included in A-3	A-4				00.00
Special Education - Nonpublic Mongoton:		00.00	00.00	00.00	00.00
Schools [EC 56366(a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-5	0.00	00.00	0.00	0.00
Classroom-based ADA included in A-5	A-6				
Extended Year Special Education	00.0	0.00	00.00	00.0	00.00
Nonsectarian Schools [EC 56366(a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-7 0.00	0.00	0.00	0.00	0 0 0
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Valliornia Department of Education Principal Apportionment Data Collection Software					

		er School			
County: Kings					
District: Kit Carson Union Elementary : Mid Valley Alternative CDS CODE 16 63958 6113120 0088	ley Alternative			Fiscal Year:	2014-15
ADA Totals (Sum of A-1 through 2-7				Certificate Number: 9021D7BE	9021D7BE
classroom-based ADA)	A-9 7.11	6.84	4.46	00 0	
Classroom-based ADA Totals (Sum of A-2 through A-8 including only classroom-based ADA)	A-10 0.00	0.00	0.00	0.00	18.41
Other					00.00
ADA for Students in Transitional Kindergarten	B-1 0.00				
(Lines A-1, A-3, A-5 and A-7, TK/K-3 Column, First Year ADA Only)					00.00
Non-					
pursuant to EC 47612.5(b) and 51745.6 and not included in Section A	B-2 0.00	00.0	00.00	00.00	00.00

Certification

County: Kings

Fiscal Year: FY 2014-15

District: Kit Carson Union Elementary

Mid Valley Alternative Charter

CDS CODE 16 63958 6113120

9021D7BE

Attendance Charter School

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

Responsible Charter School Official:

School District Superintendent:

County Superintendent of Schools:

Any inquiries concerning this report should be directed to:

CONTACT NAME ELLEN GOMEZ

PHONE (559)589-7044 *

FAX (559)589-7002

E-Mail egomez@kings.kl2.ca.us

Mid Valley Alternative Charter School CDS Code: 16-63958

Mid Valley Alternative Charter School CDS Code: 16-63958 Charter Application 2015 - 2020

Charter Application Approved Kit Carson Union Elementary School District Board

June 17, 2015

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RATIONALE/FOUNDING GROUP

Kit Carson Union School District serves 406 students in a rural community, east of the city of Hanford in Kings County, California. The campus was built in 1952 on land donated by local dairy farmers, the Giacomazzi family. Since then, Kit Carson School has served as the hub of the community for multiple generations of families.

The district houses two schools which service students in transitional kindergarten through eighth grade. Kit Carson School currently has 388 students. Of those, 91 (23.5%) are inter-district transfers whose families choose Kit Carson over their school of residence. Mid Valley Alternative Charter School has 18 students enrolled, all from outside the district.

The student population is representative of the surrounding community. Our greatest significant subgroup is our socio-economically disadvantaged students with 75% of our students coming from economically disadvantaged families. 58% of our students are Hispanic, and 39% are white/non-Hispanic. 27% of our students are English Learners. A majority, 77%, of students' parents graduated from high school, and 18% of our students come from families where the parents have earned a college degree.

The District joined the Charter world during the 1994-1995 school year, when it sponsored a start-up school, Mid Valley Alternative Charter School. Mid Valley was created in response to parents who were looking for a high quality, individualized, home schooling option for their children, and teachers who recognized that the traditional system does not always meet the needs of all children.

The following charter petition renewal is a reflection of the continued support and combined efforts expressed by the district's employees, school board, parents and community.

CDS Code: 16-63958

ELEMENT I: EDUCATIONAL PHILOSOPHY AND PROGRAM

Core Beliefs

The Mid Valley Alternative Charter School, has a positive image, and is cherished as a place that students, staff and families are proud of and promote to others.

- Mid Valley Alternative Charter School exists to promote student learning and achievement,
- A safe learning and working environment exists for students, staff, and families,
- Prudent management of school financial resources benefits our students,
- Competent, highly qualified staff is maintained to support student success,
- Effective communication creates a predictable environment where excellence thrives.

Mid Valley Alternative Charter School is committed to a model of education, which promotes high levels of student achievement through a rigorous and relevant curriculum with high expectations and strong support.

Mid Valley Alternative Charter School staff believes that an educated person in the 21st Century is a confident, self-motivated, life-long learner who can communicate successfully, think creatively, reason logically, manage resources effectively, and understand and capitalize on their own talents, strengths, and abilities.

Mission

The Mid Valley Alternative Charter School educational philosophy flows from and supports the Vision Statement in its belief that *learning best occurs when*:

- Each child is provided a customized educational experience.
- Instructional activities are meaningful and integrated.
- Assessment is used as a diagnostic tool to guide instruction.
- Real-life, context-based learning is emphasized.
- Fruitful collaboration and respect exists between students, staff and parents.
- Expectations and accountability are high.
- Parents are involved in the educational process on a daily basis.
- Parents and community members are valued as a vital component in student success.
- Students are given opportunities to make responsible decisions.
- Student input is valued, promoted and acknowledged.
- Students feel safe and secure in their learning environment.
- There is enrichment through direct and effective access to technology, field trips, exposure to the arts, and extracurricular activities.

EDUCATIONAL PROGRAM

Students Served

Mid Valley Alternative Charter School will offer options to students and families choosing a highly accountable, strongly supportive educational program. The school is dedicated to serving all TK-8 students who desire a rigorous and relevant educational option that meets student needs through individualized instruction, intervention, enrichment, and positive school climate. Mid Valley Alternative Charter School is nonsectarian and nondiscriminatory by gender, ethnicity, religion, national origin, ability, disability, or place of residence. Mid Valley Alternative Charter School will serve students of Kings and adjacent counties.

Curriculum and Instructional Design

Mid Valley Alternative Charter School, in an effort to provide all students with an effective customized education, makes available a variety of learning environments. Common Core State Standards and 21st Century Skills are the foundation for curriculum and instruction (Attachment A).

CDS Code: 16-63958

Mid Valley Alternative Charter School

Mid Valley Alternative Charter School opened on August 1, 1995 as one of the earliest charters in the state of California. It was authorized by the District with the objective of serving home schooling students in grades Kindergarten through eighth grade in Kings County and adjoining counties in the Central Valley. Mid Valley Alternative Charter School provides an independent study/home school option for students whose academic needs are not being met in the classroom setting. The school's charter has been renewed in 2000, 2005, and 2010.

Mid Valley Alternative Charter School's instructional model combines site classes, parent-led study at home, and technology enhanced instruction. A credentialed Master Teacher, working in partnership with the teaching parent, customizes the home-based instruction through regular meetings, goal setting, coaching, oversight and access to resources to provide excellent instruction. A wide variety of standards-based materials and textbooks are drawn from to match the child's learning styles. The relationship between parents and Master Teachers is a foundational core strength of our program.

The new Common Core State Standards (CCSS) provide opportunities to evaluate existing curriculum and implement new curriculum aligned to the CCSS to address individual student needs and promote academic progress. Technology and Internet resources will be major components of new curriculum delivery along with promoting the depth of thinking and problem solving inherent in the CCSS. We embrace the ongoing challenge of meeting the individual needs of all students.

Academic classes and course sessions, taught by credentialed instructors, are offered in all subjects to support and complement the study at home. These classes are a supportive element of the students' education plan. Our ELA, Mathematics, Social Science, Science, intervention, and enrichment offerings are carefully designed to enhance and broaden the academic learning that is taking place at home. A wide variety of teaching strategies are implemented to ensure the fullest application of learning modalities.

Challenges inherent to this model revolve around ongoing and effective communication with families. Since families take on the additional role of formal educator, it is imperative that we train them to do so. Mid Valley Alternative Charter School provides several opportunities for parents to learn how to be effective in this role including: monthly collaboration days, school field trips, and, ongoing consultation with Master Teacher's. Our current challenge revolves around training parents how to make the shifts necessary to effectively teach to the Common Core Standards. We welcome the opportunity to rise to this challenge.

Mid Valley Alternative Charter School is committed to exploring, evaluating, and implementing emerging educational technology to provide students with opportunities and tools for creative and collaborative work. Technology-enhanced instruction will include web-based instruction and electronic curriculum support. Technology also plays a major role in classroom instruction delivery, assessment, and communication. Presently we are exploring implementing "1:1" computing devices for grades 3 through 8 along with Google Apps for Education as an online space for communication and collaboration for staff and students.

Plan for Students Who Are Academically Low Achieving

Mid Valley Alternative Charter School meets the educational needs of academically low achieving students through student support programs and a variety of instructional strategies (Attachment B). Students who are in need of these interventions are identified by the Student Study Team (SST) process (Attachment C) through one or more of the following methods: standardized test scores, local assessment scores, teacher observation, academic grades, and other school-approved screening criteria.

At Mid Valley Alternative Charter School, parents work closely with a credentialed teacher to provide differentiated instruction in all core academic areas in a home-school setting. Parents meet with Mid Valley teachers at least once per week. Parents contact the teachers via phone or e-mail as often as needed.

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Plan for English Learners

Identification of Students

Students who have a primary language other than English are properly identified, assessed, and reported. English comprehension and speaking proficiency are assessed by using the California English Language Development Test (CELDT) in listening, speaking, reading, and writing within 30 days. For those students whose primary language is other than Spanish, a more informal assessment procedure is utilized including parent and student interview. Parents are notified in writing of their child's English and primary language proficiency assessment result.

Placement of Students

English learners with reasonable fluency in English have been placed in an English language mainstream curriculum. On an ongoing basis, English Learners will be monitored by the administrator, classroom teacher and support personnel utilizing such instruments as the C.O.R.E. and SOLOM, reassessment of the CELDT instrument, achievement of the state adopted EL standards, and other relevant information.

Re-designation Criteria and Assessment (Castaneda v. Pickard, Gomez v. Illinois)

Students who are limited-English proficient shall be re-designated as fluent-English proficient when they have demonstrated English language proficiency comparable to that of the average native speakers and can participate equally with average native speakers in the school's regular instructional program.

Mid Valley Alternative Charter School will administer the new California English Language Development Test (CELDT) to all ELLs in transitional kindergarten through grade 8. Within the CELDT, there are five proficiency levels of English language development that correlate with the ELD standards developmental levels: Beginning, Early Intermediate, Intermediate, Early Advanced and Advanced. The purpose of the CELDT is threefold:

- To identify students as ELLs, thereby ensuring English Language Development and access to the core curriculum through appropriate services;
- To monitor the annual progress of ELL students in acquiring English proficiency; and
- To be used as one of the criteria in the reclassification of students from ELL to fluent English proficient.

When the teacher, administrator, parent, or support personnel believe that a student may be at a level of proficiency to be re-designated, that student will be "evaluated" utilizing the criteria listed before. Once all the information has been gathered, the re-designated team will make a decision regarding the appropriateness of re-designation.

Plan for Special Education

Mid Valley Alternative Charter School recognizes the important obligation of providing effective educational opportunities to all of its students, regardless of special needs. To meet this obligation, Mid Valley coordinates special education services with the district as specified in this charter and in accordance with the Kings County SELPA local plan and state and federal law.

The process used at Mid Valley Alternative Charter School to identify incoming students who qualify, or existing students referred for special education programs and services, include but are not limited to the following: a routing system of CUM folders and/or special education folders which identifies the special needs of any student who has an existing IEP, screening for special needs using local assessments, Student Study Team meetings, behavior and health evaluations, psychometric evaluations, and academic assessment in accordance with state and federal law. Prior to enrollment in the Mid Valley Alternative Charter School, each special education student must have an Individualized Education Plan (IEP) which states that the independent study program offered

Mid Valley Alternative Charter School

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through Mid Valley Alternative Charter School is an appropriate placement for that student. If the IEP team determines that Mid Valley Alternative Charter School is not the appropriate academic placement for the student, then the student will be directed to continue in the school and/or district of residence for appropriate placement and services.

All special education programs and services at Mid Valley Alternative Charter School are provided and/or supervised by appropriately credentialed staff, in accordance with the IEP, and per agreement with the local education agency (LEA), which is Kit Carson Union Elementary School District. The special education programs include services with the Kit Carson Union Elementary School District resource specialist and/or nurse. Additionally, Mid Valley Alternative Charter School contracts with Kings County Special Education Local Plan Area (SELPA) to provide a speech therapist, counselor, psychologist, occupational therapist (OT), adaptive P.E. specialist, and behaviorist. Some Mid Valley Alternative Charter School students are served through other non-public agencies. Additional programs may include but are not limited to the following: social skills training, summer school, supplemental reading instruction, instructional accommodations and/or modifications, self-paced instructional software at the level of educational need, differentiated instruction, and peer and/or cross-age collaboration. The facilities used at Mid Valley Alternative Charter School do not present physical barriers that would limit an eligible student's full participation in the educational and extracurricular program.

Mid Valley Alternative Charter School is responsible for meeting the needs of special education students and the special education staff carefully adheres to the time frames and guidelines stipulated by the Individuals with Disabilities Education Act (IDEA).

Students are provided comprehensive access to the core curriculum to the greatest extent possible. To provide access to the comprehensive core curriculum, support is provided per the student's Individualized Education Plan by certificated special education staff and classified staff in close collaboration with the general education teacher. Students' progress towards goals is reviewed and revised annually by an IEP team to ensure progress on goals, appropriate services, supports, accommodations and/or modifications, and educational benefit to guarantee they are making progress with their learning in accordance with state and federal law.

ELEMENT II: MEASURABLE STUDENT OUTCOMES

The vision stated in the Mid Valley Alternative Charter School educational philosophy include that a safe learning and working environment exists for students, staff, and families, Mid Valley Alternative Charter School exists to promote student learning and achievement, and competent, highly qualified staff is maintained to support student success. In keeping with the educational philosophy our measurable student outcome goals are for *all* students *progressing* towards their highest level of achievement and educational program attainment. The following goals can be found in the LCAP.

- High Expectations and Academic Rigor for all students
- High Quality Instruction for all students
- Engage Parents and Volunteers

ELEMENT III. METHOD BY WHICH STUDENT OUTCOMES AND PROGRESS ARE MEASURED

All students in grades 3 through 8 will maintain or exceed the percentage of Proficient or Advanced achievement levels on the California Assessment of Student Performance and Progress (CAASPP) system. Mid Valley Alternative Charter School will continually strive towards meeting growth targets set forth by the State.

Student progress in meeting the desired student outcomes are measured and evaluated through a variety of assessment tools as outlined below.

- 1. State mandated assessments Students will be assessed annually with all state mandated assessments in the CAASPP program and any other statewide standards or student assessments applicable to students in non-charter public schools, including, but not limited to, the California English Language Development Test, and the physical performance test.
- 2. Local assessments The school may conduct local assessments that may include:
 - a. Survey of Early Literacy Learning, Orton Gillingham (K-3)
 - b. Reading fluency assessment (K-3)
 - c. Dynamic Indicators of Basic Early Literacy Skills (DIBELS)
 - d. District benchmark assessments
 - e. Classroom based subject assessments: teacher observation, Common Core- aligned assessments
 - f. Renaissance Learning's STAR Reading standardized computer assessments
 - g. Informal and formal parent conferences throughout the year
 - h. School progress reports
 - i. Report cards
 - i. Attendance
 - k. Academic work completion
 - 1. Special subject, grade or school project completion
 - m. California Healthy Kids Survey (5th & 7th grades for Title IV funds)

Use and Reporting of Data

Data on student achievement is collected, analyzed and reported to school staff, parents and guardians through the following measures.

- 1. Methods of collecting data:
 - a. The school plans to transition to the CAASP formative and interim assessments when they become available.
 - b. Teacher collected data: performance on daily work, teacher observations, homework, projects and student attendance.
 - c. Accelerated Reader reports and Renaissance Learning's STAR Reading reports
 - d. Survey results: Healthy Kids Survey and character trait assessments
- 2. Forums for analyzing data:
 - a. Teacher analysis and reflection on collected student data
 - b. Grade level meetings
 - c. Teacher Collaboration
 - d. Parent-teacher conferences
 - e. Staff Meetings

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- f. Student Study Teams
- g. Administrative Meetings
- h. School Board Meetings
- 3. Means of reporting data:
 - a. Student Reports from the California Assessment of Student Performance and Progress (CAASPP) system
 - b. Parent conferences
 - c. Board meetings
 - d. School Accountability Report Cards
 - e. District web site www.kitcarsonschool.com
 - f. School website, Facebook

School staff utilize the above collected and reported data continuously to monitor and improve the schools' educational programs so that the stated measurable student outcomes can be attained.

Local Control Accountability Plan

Mid Valley Alternative Charter School Local Control Accountability Plan was adopted prior to the July 1, 2014 deadline and set goals to meet or exceed the established objectives of the Eight State Priorities, including, but not limited to:

Pupil Achievement

- Maintain high academic rigor and full implementation of common core standards
- Academic support of EL students
- Increase student literacy rates
- Train staff on the development of formative assessments to support the common core

Pupil Engagement

Other Student Outcomes

• Other indicators of student performance in required areas of study described in Section 51210 and subdivisions (a) to (i), inclusive of Section 51220, as applicable. May include performance on other exams

School Climate and Safety

• Other local measures, including surveys of pupils, parents and staff on the sense of safety and school connectedness.

Parental Involvement in the Local Control Accountability Plan

In order to engage parents and promote their participation in programs for unduplicated students and individuals with exceptional needs, Mid Valley Alternative Charter School actively seeks and encourages parents to participate in the Family Nights, Collaboration Activities, Field Trips, IEP meetings, Special Education Self Review, etc. Bilingual staff is available to translate for parents to facilitate active participation during each of these parent input and involvement opportunities:

- Parent/teacher conferences
- Collaboration Activities
- Field Trips
- Family Nights
- District committees/ councils will be fully constituted and active within the school community
- Special Education Self Review (SESR)

Basic Services

All goals listed in this priority are outlined pursuant to Education Code Section 35186, Williams Act. This code section specifies that: (1) Parents will be notified if regularly there is a misassignment of a certificated employee in a teaching position for which they do not hold the proper credential or if there is a vacant teacher position that remains unfilled by a properly credentialed staff member. (2) There should be sufficient textbooks and instructional materials. That means each pupil, including English Learners, must have a textbook or instructional materials, or both, to use in the class and to take home to complete required homework assignments. (3) School facilities must be clean, safe, and maintained in good repair. (4) Complaint forms must be made readily available.

Rate of teacher misassignment

• 100% of teachers will be fully credentialed and assigned appropriately as outlined by their credential/s

Student access to standards-aligned instructional materials

• 100% of students will have access to standards-aligned instructional materials and textbooks (printed and/or accessible via the internet or on a personal device)

Facilities in good repair

• All school facilities will be inspected annually, and maintained in good repair in accordance with the Williams Act.

Implementation of Common Core State Standards (CCSS)

- Common Core State Academic Content and Performance Standards will be fully implemented (100%) in all subject areas, at all grade levels, for all students and subgroups of students, including English Learners.
- EL students will receive additional services focused on the CCSS that will enable them to successfully access the common core academic content standards.

Course Access

- All students will be given access to a broad course of study that includes all the subject areas described in Section 51210, inclusive, of Section 51220, as applicable. (Math, English/ELA, Social Science, Science, Visual and Performing Arts, Health, P.E.)
- Access to art and music curriculum, to supplement the common core curriculum
- Special Education students will be afforded programs and services to meet their exceptional needs in accordance with their IEPs to provide services resulting in educational benefit.
- ELL students will be afforded programs and services that ensure academic benefit for them.
- Low Income and Foster Youth students will be provided programs and services to support attainment of academic proficiency and ensure educational benefit.

ELEMENT IV: GOVERNANCE STRUCTURE

Governing Board

The governance structure of the District is directed by an elected Board of Trustees, consisting of five (5) members, retaining existing terms and qualifications as defined by The County Election Board. The current election process for the Board of Trustees will remain in place. The ultimate authority for the governance of the District remains with this elected Board of Trustees.

Superintendent/Principal

The Superintendent/Principal has primary responsibility for implementing District vision, policies and operation.

Learning Director

The Learning Director has the primary responsibility for curriculum within the Charter.

Each administrator is responsible for adherence to all applicable Federal and State laws, policies of the District, and implementation of adopted curriculum and programs. In addition, they are charged with the responsibility of all instructional materials, curriculum implementation, professional development, serving as resources for teachers, as well as the oversight of assessment and special programs.

Parental Involvement in School Governance

Parents and guardians play a vital role in the governance of Mid Valley Alternative Charter School. There are various avenues for parents to provide input.

ELEMENT V: QUALIFICATIONS OF INDIVIDUALS EMPLOYED

It is expected that all employees of the Charter have a solid understanding of, and commitment to, the importance of student success and a commitment to a collaborative partnership. In order to be creative and flexible in providing an optimal learning environment, the school will maintain the following standards for all those who work with children:

Superintendent/Principal

The Superintendent/Principal must hold a valid California administrative credential. The Superintendent/Principal is employed by and responsible to the Board of Trustees. The Superintendent/Principal shall have a criminal background check performed pursuant to Education Code Section 44830.1.

Learning Director

The Learning Director must hold a valid California administrative credential and the experience and skills required to fulfill the responsibilities of the position. The Learning Director must hold a valid California administrative credential and the experience and skills required to fulfill the responsibilities of the position. The Learning Director is employed by the district and responsible to the Superintendent/Principal. The Learning Director shall have a criminal background check performed pursuant to Education Code Section 44830.1.

Certificated Personnel

Classroom teachers who teach core subjects hold valid California teaching credentials in accordance with Education Code 44258.9. They are employed by the district and are responsible to the Superintendent/Principal. Teachers shall have a criminal background check performed pursuant to Education Code section 44830.1.

Nurses

All nurses (RN and LVN) will be fully qualified with the appropriate license to administer the health programs within the district.

Classified Personnel

All classified personnel must meet the qualifications and standards established for employment and are responsible to the Superintendent/Principal and/or Learning Director. All classified employees shall have a criminal background check performed pursuant to Education Code Section 44830.1.

ELEMENT VI: Health and Safety of Pupils and Staff

All individuals employed in Mid Valley Alternative Charter School and enrolled students are subject to standards required pursuant to state and federal law. The District maintains the following:

- Current liability and excess liability insurance coverage as provided by the district selected JPA.
- Exclusion for all losses occurring in violation of any applicable California codes or regulations.
- Compliance with JPA Standards.
- Worker's Compensation pursuant to provisions of the California Labor Code.
- Nurse available to meet the needs in regards to the health and safety of both students and staff.

ELEMENT VII: RACIAL AND ETHNIC BALANCE

Non-Discrimination

The Mid Valley Alternative Charter School is nonsectarian in its programs, admission policies, employment practices, and all other operations. The school shall not charge tuition and shall not discriminate against any pupil on the basis of ethnicity, national origin, gender or disability.

ELEMENT VIII: ADMISSION REQUIREMENTS

Student Admission Policies and Procedures

The school identifies the following admission requirements and parameters:

- The school is non-sectarian and does not discriminate based upon race, religion or creed.
- Tuition is not charged.
- Pupils are considered for admission without regard to ethnicity, national origin, gender, disability, or achievement level.
- Students must satisfy all state and locally required immunizations
- All special needs students with an active IEP are admitted per State and Federal Laws.

Prior to students and parents being admitted into the school, they are required to:

• Understand the educational program and philosophy and sign a master agreement. The purpose of this document is to encourage the development of responsibility and respect in the students, encouraging each one to become a lifelong learner and productive citizen of the community. (Attachment D)

ELEMENT IX. FINANCIAL AUDIT, FISCAL REPORTING AND ACCOUNTABILITY

Budget

The District Superintendent/Principal, the Business Manager, and the Learning Director annually develop a balanced operating budget to be approved by the Board of Trustees as a part of the annual budgetary process. The District's independent auditor annually conducts audits of the fiscal operation. The Kings County Office of Education also provides oversight and monitoring of the District budgetary process and financial condition (Attachment F).

Financial Reporting

The accounting of the District's budgets, revenues and expenditures are conducted in accordance to the Kit Carson Union Elementary School District Charter Board of Trustees' Policies and Administrative Regulations. The board contracts an independent outside auditor to conduct the annual audit of fiscal and programmatic operations and report finding to the board. The district complies with state financial reporting regulations by submitting the 1st and 2nd interim report, unaudited actuals, end of year projection and budget report. These reports are submitted to CDE through the county office of education which monitors the fiscal health of the district in accordance with AB 1200.

Insurance

Mid Valley Alternative Charter School acquires general liability, worker's compensation and other necessary insurance coverage through carriers approved by the district.

Administrative Services

Mid Valley Alternative Charter School is governed by the District's elected Board of Trustees and the Superintendent/Principal and they hold the lead responsibility for administering the Charter under policies adopted by the governing board. The school works in cooperation with the District that provides necessary administrative services including: financial management and payroll services, personnel services and instructional program development, as well as services in the areas of special education, food services and the provision and maintenance of facilities. The District also monitors services including school and student performance data, reviewing the school's financial statements and audit reports.

Facilities

Kit Carson Elementary School and Mid Valley Alternative Charter School which all share a campus of approximately fifteen acres located at 9895 7th Avenue in Hanford, California. Facilities include a Library, Cafeteria, and outdoor amphitheater that are shared by each school.

Audits

Each fiscal year, Kit Carson Union Elementary School District Board of Trustees, oversees the selection of an independent auditor, ensuring that the selected auditor has experience in education finance. The audit verifies the accuracy of the District's financial statements, attendance and enrollment accountings practices, and review the District's internal controls. The audit is conducted in accordance with generally accepted accounting principles applicable to the District. To the extent required under applicable federal law, the audit scope is expanded to include items and processes specified in any applicable Office of Management and Budget circulars. It is anticipated that the annual audit be completed within six months of the close of the fiscal year and that a copy of the auditor's findings be forwarded to the Business Manager of Kit Carson Union Elementary School District. Any audit exceptions or deficiencies are reported to the Board of Trustees with recommendations on how to resolve them.

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School Management Contracts

We do not contract out for business services. All business office personnel are District employees.

ELEMENT X: SUSPENSIONS, EXPULSIONS, and/or LEAVING THE SCHOOL DISTRICT

Suspension/Expulsion Procedures

The Mid Valley Alternative Charter School handles student expulsion and suspensions in accordance with Education Code 48900. Board policies and procedures are provided (Attachment E). All discipline matters are conducted in compliance with due process. The decision of the hearing may be appealed to the School Board. The decision of the School Board of Trustees will be final.

Discontinuation of Enrollment

A student's enrollment may be discontinued from school for non-compliance with the terms of the Master Agreement.

The above option shall be applied to those students who fail to meet the terms of the signed agreement and through due process have been dismissed from the Charter. In the case of a pupil's dismissal for failure to meet the terms of the agreement, the Charter shall continue to enroll the pupil until enrollment in an alternative educational program has been secured. The Charter accepts its responsibility to provide a public education to all students residing within its historical attendance area.

In the event that a parent and the District cannot agree on an alternative placement, the dispute resolution process outlined in Element XIV of this Charter shall be implemented.

ELEMENT XI: COMPENSATION AND BENEFITS

All new and existing employees participate in State Teacher Retirement System (STRS), Public Employee Retirement System (PERS), and Social Security, as appropriate, as required by Education Code 47605(b)(5)(K). All employees of the District will continue with current retirement system provisions. Employees will continue to contribute at the rate established by STRS or PERS. The District makes all employer contributions as required by STRS, PERS, and Federal Social Security. The District also makes contributions for workers compensation insurance, unemployment insurance, and any other payroll obligations of an employer.

ELEMENT XII: PUBLIC SCHOOL ATTENDANCE ALTERNATIVES

Mid Valley Alternative Charter School consists of students within the District boundaries and outside of the district boundaries. Students may attend their school of residence if they leave Mid Valley Alternative Charter School.

ELEMENT XIII: Rights of School District Employees

The district acknowledges that no employee can be forced to work for the charter school. It is also acknowledged that all current employees will retain their rights to employment when the district is granted charter renewal. The charter will pertain to all district staff for the duration of the charter's term. The charter's term will be for five (5) years, unless voluntarily surrendered by the district's Board of Trustees. All new employees are informed, before hiring, of the charter status of the school. Once a new employee signs a contract with the school, having been given that information, that employee is deemed to be an employee of Mid Valley Alternative Charter School.

In the event of a dispute between the school and any employee related to this provision of the Charter, the dispute resolution process outlined in Element XIV of this Charter shall be implemented.

ELEMENT XIV: Dispute Resolution

All complaints regarding operation of the Charter will be referred to the chief administrative officer for resolution in accordance with the District-adopted policies. Parents, students, board members, volunteers, and staff at the Charter will be provided a copy of the District's policies and dispute resolution process and will agree to work within it. Mid Valley Alternative Charter School agrees to work to accomplish all tasks necessary to fully implement this Charter

ELEMENT XV: EMPLOYEE REPRESENTATION

The Mid Valley Alternative Charter School shall be deemed the exclusive public school employer of the employees of the District for the purposes of the Education Employment Relations Act.

ELEMENT XVI: CLOSURE PROTOCOL

Mid Valley Alternative Charter School has been a public school since 1995. If the charter becomes inoperative, notice of the change in status will be provided to all interested and concerned parties, including but not limited to, students and their families, employees, the Kings County Office of Education. Student records will continue to be maintained on site.

Modifications and Changes to the Charter

Modifications or changes that are limited to the implementation timelines, specific curriculum content, job descriptions, student and parent expectations or other specific areas may be made with the approval of the Board of Trustees in consultation with the Superintendent.

The Charter will be reviewed and evaluated annually by the Board of Trustees of the Mid Valley Alternative Charter School. The board's assessment of the Charter includes but is not limited to:

- Program content
- Student progress
- Management
- Budget
- Future plans

The term of this Charter is for five years following the adoption by the Board of Trustees, unless revoked by the Board of Trustees prior to the expiration of the Charter.

Attachments

Attachment A: Mid Valley Alternative Charter School Core Curriculum

Attachment B: Mid Valley Alternative Charter School Student Support Resources

Attachment C: Student Study Process

Attachment D: Mid Valley Alternative Charter School Master Agreement

Attachment E: Expulsion/Suspension Policy

Attachment F: Financial Condition Certification Letter

Attachment G: Assurances

Attachment A: Mid Valley Alternative Charter School Core Curriculum

Reading/Language Arts	<u>Mathematics</u>	<u>History</u>	<u>Science</u>
McGraw Hill Grades K-5	McGraw Hill Mathematics Grades K-6	Scott Foresman Grades 4-5	Scott Foresman Grades 3-5
Literature: Glencoe Grades 6-8	Holt Mathematics	TCI History Alive Grades 6-8	<u>Glencoe</u> <u>Grades 6-8</u>
Common Core standards based teacher developed materials TK-8	Common Core standards based teacher developed materials TK-8	Common Core standards based teacher developed materials TK-8	Common Core standards based teacher developed materials TK-8

Note: The district is currently evaluating CCSS aligned curriculum for adoption in 15-16 and 16-17. Until that time, teachers have worked to align existing curriculum to the standards

In addition to the core curriculum, Mid Valley Alternative Charter School uses many supplementary curriculum materials to customize student learning and help students meet or surpass state standards. Kit Carson Union Elementary School District Charter is currently reviewing CCSS aligned curriculum and materials for adoption.

Attachment B: Mid Valley Alternative Charter School Student Support Resources

Resource	Grades
Student Study Team (SST) A SST is comprised of staff, parents, Learning Director and anyone else who might have input regarding educational issues of certain families. SST makes referrals for further special education testing.	TK - 8
Reading/Language Arts	
Resource	Grades
Accelerated Reader This program is a unique and effective method that encourages students' independent reading. Student progress is tracked through goal-setting and independent testing. Students are able to earn points for reaching their goals and continually strive towards improving their reading ability	2-8
Reading Skills Assessment Materials McGraw Hall Glencoe These resources provide reading assessment in a format that is similar to the state standardized test. They can serve as both yearlong test-taking practice and reading skill assessment.	K-5 6-8
Orton Gillingham	K-3
STAR computerized reading test Test is given on computer and can be administered 2-3 times during the year. The results include suggestions for growth.	2-8
Math	
Resource	Grades
Math Curriculum Assessment and Placement Materials Teacher's editions have placement and review assessments as well as suggestions for identifying remediation needs.	TK- 8
Other / Specialists	
Resource	Grades
Adaptive P.E. / Occupational Therapist Through the Kings County Office of Education, the district contracts services with both an adaptive P.E. teacher and an Occupational Therapist. The need for these services is determined during an individual Education Plan (IEP) meeting.	TK - 8
Counselor/Psychologist/Behaviorist Through the Kings County Office of Education, the district contracts services for a counselor, psychologist, and Behaviorist. Students are recommended for services during a student study meeting or by referral from parents, teachers, or administrators. Students may be seen individually or in small groups.	TK - 8
English Language Learners Students are identified for supplemental support in acquiring English by the CELDT assessment. Although the classroom teacher is responsible for primary instruction, additional support is provided by trained paraprofessionals who maintain both pull-out and mainstreamed programs.	TK - 8

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Resource Specialist Program Provides assessment and assistance to students with a discrepancy between ability and performance. Annual progress is measured and reported to the parents. Referrals made by SST or in writing by the parents.	TK - 8
Special Education The special education program has a full-time Resource Specialist who serves students identified with special needs. Instructional aides assist the teacher in providing small group instruction to students.	TK - 8
Speech and Language Screening Articulation, pragmatics and fluency assistance provided after our specialist has determined qualification.	TK - 8
Vision and Hearing Screening Our county nurse is available one time per week.	TK - 8

Attachment C: Student Study Process

KIT CARSON UNION SCHOOL DISTRICT

Student Study Team Meeting Report

Student DOB Grade

Parent Parent Notified: Yes Phone
No Date

1.	Reasons for referral:
2.	Strengths:
3.	Results/findings from screenings (DIBELS, MAP, AR):
4.	Current educational performance:
5.	Current concerns or behavior patterns:
6.	Findings/Recommendations:

- 7. Refer to Special Education at this time? YES NO
- 8. Other

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	CDSCC	ide: 16-6395
9. RTI Information		
Team Members		J

Date

Parent Signature

Attachment D: Mid Valley Alternative Charter School Master Agreement

Mid Valley Alternative Charter School Master Agreement for Independent Study

Student:

Contract Term:

Student Number:

Year:

Address:

Location:

2nd Phone Number:

1st Phone Number:

Grade Level:

School for Classroom Option:

DOB: Beginning Date:

Program Placement:

End Date:

It is understood that:

Objectives: The student will complete the courses listed below. All course objectives will be consistent with the established district or charter school's governing board and are consistent with district or charter school standards as outlined in the district or charter school's subject/course descriptions. Assignment and Work Record Forms will include additional descriptions of the major objectives and activities of the courses of study covered by this agreement including the evaluation of student work and are incorporated herein. The term "course value" (CV) refers to the number of credits (secondary education) or weeks of work (elementary education) the student will attempt.

Schedule	Category	Course Value
Literature	Language Arts	13 Weeks
Spelling	Spelling and Handwriting	13 Weeks
Grammar	Language Arts	13 Weeks
Science	Science	13 Weeks
Math	Mathematics	13 Weeks
Writing	Language Arts	13 Weeks
Social Studies	Social Studies	13 Weeks
P.E.	Physical Education	13 Weeks

Method of study: Specific methods of study will be designated on the Student assignment and Work Record and are incorporated herein. Examples of methods of study for the student will include: Textbook Activities, Problem Solving, Drill & Practice, Library Research,

Web/Internet Research, Field Trips, Independent Reading.

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Specific Resources: The school will provide appropriate instructional materials and personnel necessary to the achievement of the objectives and must include resources that are normally available to all students on the same terms as the terms on which they are available to all.

Assignments and specific resources will be designated on the Assignment and Work Record forms and are incorporated herein.

Method of Evaluation: Academic evaluations will be designated on the Assignment and Work Record and are incorporated herein. Other acceptable methods of evaluation include, but are not limited to: Student Conferences, Chapter/Unit Tests, Work Samples, Observations, Quizzes, State Standards Testing.

Students are required to report to their teacher as scheduled: Manner of Reporting: One-on-One. Time: _____. Day: _____Frequency: At least once per week.. Duration: one trimester. Location: MidValley.

Voluntary Statement: It is understood that independent study is a continuously voluntary educational alternative and that a classroom option is always available at the student's home district. Instruction may be provided for a student through independent study only if the student is offered the alternative of classroom instruction.

Assignments: According to the district or charter school policy for grades K through 3, the maximum length of

time allowed between when the assignment was made and the date the assignment is due is 5 school days, and for grades 4-8 the maximum length of time allowed between when the assignment was made and the date the assignment is due is 10 school days unless an exception is made in accordance with the district or charter school policy. After 3 consecutive missed assignments, as per board policy, an evaluation will be made to determine whether independent study is an appropriate strategy for this student.

Additional courses may be added to this agreement as needed if the agreement is re-signed and re-dated by the teacher and the student.

Prior to admission into the Mid Valley Alternative Charter School, students and parents acknowledge the following requirements: Students must adhere to district policies of dress code, student behavior, student discipline, sexual harassment, Kit Carson School Site Campus Rules, alcohol and drug discipline policies, etiquette and privacy rules, security guidelines and vandalism policies as outlined in the Kit Carson School Parent-Student Handbook.

Signatures and Dates: I have read and I understand the terms of this agreement, and agree to all provisions set forth.

Student:	Date:
Parent/Guardian/Caregiver:	Date:
Supervising Teacher:	Date:
Other:	Date:

CDS Code: 16-63958

Attachment E: Expulsion/Suspension Policy

Kit Carson Union ESD

Board Policy

Suspension And Expulsion/Due Process

BP 5144.1

Students

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law and the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or other school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

- 1. While on school grounds
- 2. While going to or coming from school
- 3. During the lunch period, whether on or off the school campus

(cf. 5112.5 - Open/Closed Campus)

4. During, going to, or coming from a school-sponsored activity

<u>District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.</u>

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Appropriate Use of Suspension and Expulsion

Except when a student commits an act that violates Education Code 48900(a)-(e) or his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct.

CDS Code: 16-63958

Except when a student commits an act listed in Education Code 48915(c), the Superintendent or designee shall have the discretion to determine whether to recommend to the Board that the student be expelled.

(cf. 5131.7 - Weapons and Dangerous Instruments)

To correct the behavior of any student who is subject to discipline, the Superintendent or designee shall, to the extent allowed by law, first use alternative disciplinary strategies specified in AR 5144 - Discipline. (Education Code 48900.5, 48900.6)

(cf. 1020 - Youth Services)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

District staff shall not suspend any student for disruption or willful defiance, unless the suspension is warranted by documented repetitive behavior of the student or the disruption or willful defiance occurred in conjunction with another violation for which the student may be suspended.

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to classroom or school removal.

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Removal from Class by a Teacher and Parental Attendance

When suspending a student from class for committing an obscene act, engaging in habitual profanity or vulgarity, disrupting school activities, or otherwise willfully defying valid staff authority, the teacher of the class may require any parent/guardian who lives with the student to attend a portion of the school day in the class from which the student is being suspended, to assist in resolving the classroom behavior problems. (Education Code 48900.1)

CDS Code: 16-63958

Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the teacher and the student and his/her parents/guardians and to improve the student's behavior.

Any teacher requiring parental attendance pursuant to this policy shall apply the policy uniformly to all students within the classroom. (Education Code 48900.1)

When a teacher requires parental attendance, the principal shall send a written notice to the parent/guardian stating that his/her attendance is required pursuant to law and that, if there are reasonable factors that may prevent the parent/guardian from complying with the requirement, he/she should contact the school. (Education Code 48900.1)

(cf. 5145.6 - Parental Notifications)

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

At the meeting with the student's parent/guardian, the principal or designee shall explain the district's and school's discipline policies, including the disciplinary strategies that may be used to achieve proper student conduct.

When a parent/guardian does not respond to the request to attend school, the principal or designee shall contact him/her by any method that maintains the confidentiality of the student's records.

(cf. 5125 - Student Records)

<u>District regulations and school-site rules for student discipline shall include procedures for implementing parental attendance requirements. Parents/guardians shall be notified of this policy prior to its implementation. (Education Code 48900.1)</u>

Supervised Suspension Classroom

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Decision Not to Enforce Expulsion Order

<u>Upon voting to expel a student, the Board may suspend enforcement of the expulsion order pursuant to the requirements of law and administrative regulation.</u> (Education Code 48917)

Maintenance and Monitoring of Outcome Data

CDS Code: 16-63958

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

The report shall be disaggregated by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, foster youth, and students with disabilities. The report also shall include information about whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 - Local Control and Accountability Plan)

Policy KIT CARSON UNION SCHOOL DISTRICT adopted: October 22, 2014 Hanford, California

Attachment F: Financial Condition Certification Letter



Kings County Board of Education Area 1 Mickey Thayer Area 2

Area 3

Area 4

Area 5

Joe Hammond

John Boogaard

William Gundacker

Rachel R. Caudillo

August 14, 2014

Mr. Leonard Dias, Board President Kit Carson Union School District 9895 7th Avenue Hanford, CA 93230

Re: Approval of LCAP and Budget

Dear Mr. Dias.

This is the first year the district developed the Local Control Accountability Plan in conjunction with the district budget. The Kings County Superintendent of Schools is also required in this first year to approve the district LCAP. New laws and regulations govern this process. We appreciate your district's attention to these new requirements.

Requirements of the Kings County Office of Education

In accordance with Education Code Sections 52070 and 42127, the Kings County Office of Education has reviewed the Local Control Accountability Plan (LCAP) and adopted budget of the school district for fiscal year 2014-2015.

Education Code requires the County Superintendent to approve the LCAP or annual update for each school district after determining all of the following:

- The LCAP adheres to template adopted by the State Board of Education.
- The budget includes expenditures sufficient to implement the specific actions and strategies included in the LCAP.
- The LCAP adheres to the expenditure requirements for funds apportioned on the basis of the number and concentration of unduplicated students pursuant to Sections 42238.02 and 42238.03.

Education Code requires the County Superintendent to approve, conditionally approve, or disapprove the adopted final budget for each school district after doing the following:

- Examine the adopted budget to determine whether it complies with the standards and criteria established pursuant to Section 33127 and identify any technical corrections needed to bring the budget into compliance with those standards and criteria.
- Determine whether the adopted budget will allow the district to meet its financial obligations during the current fiscal year and is consistent with a financial plan that will enable the district to satisfy its multiyear financial commitments.
- Determine whether the adopted budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

Our analysis must also include, under AB 2756, any reports or studies that show signs of 1144 wile cally distressed, Hanford, California 93230 Telephone 559.584.1441 Fax 559.589.7000 www.kingscoe.org

LCAP & Budget Approval

Based upon our review, KCOE approves the 2014-2015 District LCAP. Clarifying questions were sent to district management. The district has provided a revision of the LCAP addressing the clarifying questions. We have requested the district to submit the revised LCAP to the Governing Board for informational purposes.

Budget Approval

Ed Code 42127(d) (2) only allows the County Superintendent to approve the budget once the LCAP has been approved. From our analysis, and after we have approved the LCAP, based on the district budget reports and projections provided, we conclude that;

- The district has met the criteria and standards
- The district will meet its financial obligations in the current year based on the district's multi-year projection.

Based on our analysis and review, KCOE approves the 2014-2015 District Adopted Budget.

Further Information

We have noted from information provided to the County Office of Education that negotiations have not been settled for your certificated and classified bargaining units for the 2014-2015 fiscal year. State regulations require a school district to determine the cost of salary settlements with certificated and/or classified bargaining units and provide County Offices of Education with an analysis of the costs when negotiations are completed. The Governing Board must certify as to the validity of the analysis. The Superintendent and Chief Business Official are required to certify the district's ability to fund the agreement. We ask that your business office submit the analysis, disclosures, and certifications as required.

Assembly Bill (AB) 2756 requires school districts to submit copies of any study or report that indicate signs or symptoms of fiscal distress to the county office of education. Should the district acquire any such reports or studies during the fiscal year, please submit them to District Business Services as soon as they are available.

If you have any questions about the LCAP, please contact Carmen Barnhart, Assistant Superintendent of Educational Services at 584-1441, ext. 7089. If you have any questions about the adopted budget, please contact Jamie Dial, Director of District Business Services, at 584-1441, ext. 7043.

Sincerely,

Tim Bowers

Kings County Superintendent of Schools

cc: Kit Carson Union School District, Todd Barlow, Shelley Leal

KCOE: Stephen Corl, Jamie Dial, Carmen Barnhart

The Governing Board
of the Kit Carson Union School District
County of Kings
State of California

Pursuant to the California Education Code Section 47600, and consistent with the terms and conditions of the agreement attached hereto, does hereby grant this

CHARTER

To the Mid-Valley Charter Home School to operate a California Public School for that period of time effective from July 1, 2015 through June 30, 2020.

Governing Board Members:	
Andy Atsma	Sheree Deniz
Jasmine Costa	Joe Oliveira
Duly adopted at a public meeting of the Govern	ning Board held June 17, 2015.
 Todd Barlow	
Superintendent/Principal Kit Carson Union Sch	ool District

Attachment G: Assurances

Assurances

This form is intended to be signed by a duly authorized representative of the applicant and submitted with the Full Application. As the authorized representative of the applicant, I hereby certify that the information submitted in this application for a charter for Mid Valley Alternative Charter School is true to the best of my knowledge and belief. I understand that, if awarded a renewal charter, the school district:

- 1. Will meet all statewide standards and conduct the student assessments required, pursuant to Education Code 60605, and any other statewide standards authorized in statute, or student assessment applicable to students in non-charter public school. [Ref. California Education Code 47605(c)(1)]
- 2. Will be deemed the exclusive public school employer of the employees of the charter school for the purposes of the Educational Employment Act (Chapter 10.7 (commencing with 3540) of Division 4 of Title 4 of Title 1 of the Government Code. [Ref California Education Code 47605(b)(5)(O)]
- 3. Will be nonsectarian in its programs, admissions, policies, employment practices, and all other operations. [Ref. California Education Code 47605(d)(1)]
- 4. Will not charge tuition. [Ref. California Education code 47605(d)(1)]
- 5. Will admit all students who wish to attend the school, and who submit a timely application, unless the school receives a greater number of applications than there are spaces for students, in which case each applicant will be given equal chance of admission through a random lottery process. [Ref. California Education Code 47605(d)(2)(B)]
- 6. Will not discriminate against any student on the basis of disability, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic contained in the definition of hate crimes set forth in section 422.55 of the Penal Code. [Ref. California Education Code 47605(d)(1)]
- 7. Will adhere to all provisions of federal law relating to students with disabilities, including the IDEA, Section 504 of the Rehabilitation Act of 1974, and Title II of the Americans with Disabilities Act of 1990.
- 8. Will meet all requirements for employment set forth in applicable provisions of law, including, but not limited to credentials, as necessary. [Ref. Criteria for Review, 11967.5.1 (f)(5)]
- 9. Will ensure that teachers in the school hold a Commission on Teacher Credentialing certificate, permit, or other document equivalent to that which a teacher in other public schools are required to hold. As allowed by statute, flexibility will be given to non-core, non-college preparatory teachers. [Ref. California Ed. Code 47605 (1)]
- 10. Will at all times maintain all necessary and appropriate insurance coverage.

11.	operation of the charter school district.	and local laws and regulations that pertain to the applicant or the	1e
	Todd Barlow, Superintendent/Principal	Date	

AGENDA REQUEST FORM

TO:	Kit Carson Board of Trustees	
FROM:	Todd Barlow, Director of Student Services	
DATE:	June 10, 2015	
For:	(X) School Board () Superintendent's Cabinet	
For:	() Information (X) Action	
Date you wish to have your item considered: June 17, 2015		
Item: Consider approving the job title description for English Learner & Data Support Specialist.		
Purpose: To update the job description for the English Learner & Data Support Specialist.		
Fiscal Impact: To be reported at the Board meeting		
Recommendation: Consideration for approval		

English Learner & Data Support Specialist Job Description

Job Summary

Under the direction of the Learning Director, the English Learner & Data Support Specialist (ELDSS) directs and coordinates programs/services and provides direct instruction to students in significant subgroups* at school sites in the Kit Carson Union School District. The ELDSS acts as a liaison between the parents/guardians of students in significant subgroups and the district. Acting independently or in coordination with other employees, the ELDSS gathers, records, inputs, monitors and audits demographic and performance data of English learner students and other students in significant subgroups. The ELDSS will work collaboratively with department staff to help maintain the student information system and prepare documentation as needed. This is a 5.75 hour position.

Directly Responsible to:

Learning Director

Essential Duties for English Learner Support Specialist:

- Under the direction of the Learning Director, assists with the development and maintenance of services and programs for students in significant EL students
- Provides intervention services to individual or small groups of identified EL students in order to increase their academic achievement, in particular their capacity to read English and use English in oral and written communication. These services are provided in addition to and not in lieu of core curriculum
- Maintains accurate, complete and correct records relating to the EL Services Program as required by law, district policy, and administrative regulation
- Advises classroom teachers on instructional strategies and interventions for EL students
- Maintains and tracks student use of equipment and curriculum specifically for use by EL students
- Identifies academic needs of identified students using appropriate assessment materials
- Identifies and selects appropriate curriculum based on student need
- Meets regularly with teachers, (especially the intervention teacher) and/or support staff to plan program activities and review materials and assignments
- Creates lesson plans using core curriculum and specialized instructional materials/testing materials
- Establishes and maintains cooperative relations with all school personnel, parents, and students
- Participates in pre-service and in-service education activities, conferences, and/or formal classes related to assignment
- Directly provide or coordinate translation services for the school and district as directed by the learning director (IEPs, SSTs, PTC, letters, website, phone calls, etc.)
- Maintain the Home Language Survey information for all students
- Coordinate the administration of the California English Language Development Test (CELDT) and other assessments as necessary or appropriate
- Coordinate with administration the selection and purchase of EL materials, supplies and library books
- Report the results of the CELDT to the parents and maintain the appropriate records .
- Coordinate and schedule EL redesignation meetings and maintain the appropriate records
- Maintain the student records related to EL program, which include: Language test results, Student Oral Language Observation Matrix and Curriculum Observation Report and Evaluations, keep updated EL student demographics information, Individual Student Record Sheets, EL class List
- Provide necessary data and coordinate with the administrative secretary to complete the yearly R-30
- Organize and schedule the English Language Advisory Committee (ELAC) meetings for the school, and for the District (DELAC) if necessary
- Supervises students during some non-instructional periods
- Performs other duties as assigned

Essential Duties Data Support Specialist:

- Communicate effectively within the department and with school office staff to exchange information, and explain policy and procedures in a friendly and professional manner
- Learn new software quickly and thoroughly, and demonstrate the ability to effectively share knowledge with others
- Manipulate large sets of data that require attention to detail
- Participate in meetings, seminars, conferences and/or other trainings for the purpose of being informed of new developments in managing information systems, especially in relation to state regulations governing student information and other state and federal requirements

English Learner & Data Support Specialist Job Description

- Prepare and maintain detailed documentation of CALPADS processes and other systems supported by the department
- Prepare and provide state and federal submission reports to various departments and staff members.
- Prepare, review, diagnose, correct, transmit and maintain CALPADS data on a regular basis to ensure accuracy of various submissions.
- Provide assistance with various district supported software and applications to site users, creating proper user accounts for the purpose of accessing the district network and applications
- Transfer data between the district student system and CALPADS on a daily basis
- Use Microsoft Office Word and Excel in order to manipulate data
- Work collaboratively with department staff to support and maintain the district student system, other systems and state and federal reporting
- Work in a team-oriented environment and possess the flexibility to help as needed.
- Work with large sets of data requiring attention to detail.
- Performs other related semi-technical and clerical duties as assigned for the purpose of ensuring the efficient and effective functioning of the school
- Performs other duties as assigned
- **SKILLS** are required to perform multiple, semi-technical and non-technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: processing a variety of complex and mandated reporting requirements, meeting deadlines; and operating standard office equipment and using pertinent software applications.
- **KNOWLEDGE** is required to perform basic math; read technical information, compose a variety of documents, and/or facilitate group discussions; and solve practical problems. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: concepts of computer operations; office application suites; and troubleshooting techniques for application software and peripheral equipment.
- ABILITY is required to schedule activities and/or meetings; gather, collate, and/or classify data; and use basic, job-related equipment. Flexibility is required to work with others in a wide variety of circumstances; analyze data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize a variety of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific ability-based competencies required to satisfactorily perform the functions of the job include: being attentive to detail; communicating with persons with diverse knowledge and skills; working as part of a team and working with frequent interruptions; and working with sensitive and confidential information.

Desired Qualifications

- Experience working in a school environment with students of various ages from transitional kindergarten through eighth grade
- Knowledge of components of English Learner programs provided by schools: ELD standards, CELDT administration, etc.
- A Bachelor of Arts or Bachelor of Science degree

Required Qualifications

Certification & clearance:

- All candidates are required to have passed the Kings County Paraprofessional Exam for instructional aides.
- Department of Justice clearance

Knowledge of:

- Policies, goals and objectives of the EL program;
- The general academic needs of English Language Learners
- Cultural background and lifestyles of English Language Learners
- Correct English usage, including pronunciation, spelling, grammar, and punctuation
- Organization and management practices related to the analysis and evaluation of English Learner programs;
- Applicable directives, standards, procedures, policies, rules, regulations, codes, laws and guidelines governing English learner education;
- Data tracking and collection, record management and reporting methods;

English Learner & Data Support Specialist Job Description

Ability to:

- Translate or facilitate translation of the languages of significant subgroups of the EL population.
- Establish and maintain cooperative and effective working relationships with children and adults contacted in the course of work;
- Understand, carry out and communicate oral and written directions;
- Utilize consulting skills to assure implementation and maintenance of intervention plans;
- Develop and evaluate programs, and coordinate services with other school programs;
- Maintain accurate records and files, and prepare documents and reports;
- Attend in-service training, conferences and meetings, as needed;
- Maintain the highest level of confidentiality in all matters relating to students.
- Be flexible and receptive to change;

Physical Abilities

The physical demands described are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties. The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the position.

- Ability to work at a desk, conference table or in meetings of various configurations
- Ability to stand and circulate for extended periods of time
- Ability to see for purposes of observing students, of reading laws and codes, rules and policies and other printed matter
- Ability to hear and understand speech at normal levels
- Ability to communicate so others will be able to clearly understand normal conversation
- Ability to bend, twist, stoop, kneel, run, and crawl
- Dexterity of hands to finger, handle, or feel objects, tools, or controls
- Be able to reach with hands and arms
- Occasionally lift and/or move up to 25 pounds

Adoption: Pending June 17, 2015

AGENDA REQUEST FORM

10:	Kit Carson Governing Board
FROM:	Todd Barlow, Superintendent/Principal
DATE:	June 12, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action

Date you wish to have your item considered:

June 17, 2015

Item:

The Agreement between the Kit Carson Union School District Board of Trustees, and the Kit Carson Educator's Association CTA/NEA for 2015-2018 negotiations based on the current 2012-2015 Certificated Collective Bargaining Agreement.

Purnose:

Approve contract for 2015-2018, including re-openers.

Fiscal Impact:

The district is offering a 2.5% increase to the salary scheduled effective July 1, 2015. Increase in allowed stipends equaling approximately \$4150.00

Recommendation:

Consideration for approval

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT

AND

THE KIT CARSON EDUCATORS ASSOCIATION/CTA/NEA

2015-2018

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ARTICLE I AGREEMENT

- A. This Agreement is made and entered into by and between the KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT, ("District" or "Board"), and the KIT CARSON EDUCATORS ASSOCIATION/CTA/NEA, ("Association").
- B. This Agreement will be in effect from July 1, 2015 through June 30, 2018.

ARTICLE II RECOGNITION

- A. The Association consists of the certificated teaching personnel of the Kit Carson Union Elementary School District. The District recognizes the Kit Carson Educators Association/CTA/NEA as the exclusive representative of the contracted full-time teaching employees for the purpose of meeting and negotiating.
- B. Supervisory, management, administrative, substitute and confidential employees will be excluded from the bargaining unit. For purposes of this Agreement, the term "administrative" will refer to any assistant or vice principal, principal whether or not he/she is concurrently assigned to teaching full or part-time.

ARTICLE III DISTRICT RIGHTS

- A. It is understood that the District retains all of its powers and authority to direct and control to the full extent of the law. Included in these duties and powers is the right to: direct the work of its employees; determine the staffing patterns; determine the number and kinds of personnel required; maintain the efficiency of the District operation; determine the curriculum in consultation with the Association; build, move or modify the building facilities; develop a budget; determine the methods of raising revenue and contract out work. In addition, the District retains the right to evaluate, hire, promote, terminate and discipline employees and to take action on any matter in the event of an emergency. The parties have agreed to implement the provisions of Government Code Section 3543.2(b) which provides for a maximum suspension without pay of 15 days. Any due process or suspension without pay, except those mandated by law, will be for just cause and are subject to the grievance procedures provided in this Agreement.
- B. The exercise of the foregoing powers, rights, authority, duties and responsibilities of the District, the adoption of policies, rules, regulations, and practices and furtherance thereof, and the use of judgment and discretion in connection therewith, will be limited only by the specific and expressed terms of the District policies and the Collective Bargaining Agreement and then only to the extent the specific and expressed terms are in conformance with the laws of the State of California.
- C. An emergency is defined as a physical or natural calamity that necessitates immediate and extraordinary District actions

ARTICLE IV NEGOTIATIONS PROCEDURES

- A. The Association agrees to deliver its contract proposal and/or reopeners to the Superintendent/Principal no later than the first regular Board meeting in April.
- B. The District agrees to begin negotiations immediately following sun-shining requirements and in accordance with Government Code regulations.

ARTICLE V EVALUATION PROCEDURES

- A. The purpose of the Formal Stull Evaluation is to improve instruction.
- B. Stull Evaluations shall be conducted by site administrators. Formal Stull Evaluations shall be documented on a form (See Appendix A).
- C. Instructional competencies, performance, and assigned duties excluding extra-curricular duties of unit members shall be evaluated pursuant to the provisions of this Article.
- D. Stull Evaluations shall be based on the following:
 - 1. The progress of students toward the Board's established standards of expected student achievement which are made available to teachers.
 - 2. The instructional techniques and strategies used by the employee.
 - 3. The employee's adherence to curricular objectives.
 - 4. The establishment and maintenance of a suitable learning environment within the scope of the employee's responsibility.
- E. Each probationary employee shall be evaluated in writing at least once each school year no later than March 1. Each permanent employee employed by the district for less than five years shall be evaluated in writing at least once every other school year, no later than 30 days prior to the end of the instructional year. Each permanent employee employed by the district for at least five years, is highly qualified, as defined in 20 U.S.C. Sec. 7801, and whose previous evaluation rated the employee as meeting or exceeding standards, shall be evaluated in writing at least once every five school years, no later than 30 days prior to the end of the instructional year.

Probationary employees who are evaluated will meet with administration on or before March 15 and be informed of their status as per the Certificated Recommendation Form in Appendix C. Permanent Employees will meet with administration no later than 20 days prior to the end of the school year.

- F. The unit member being evaluated and the evaluator shall schedule a meeting no later than October 15 to discuss:
 - 1. The Evaluation form and guidelines.
 - 2. The Board-adopted standards for pupil achievement.

- G. There will be at least one scheduled classroom observation during the evaluation period.
- H. Following the classroom observation(s), the site administrator will prepare a written observation report and schedule an observation conference with the employee in accordance with section E. Following the review, the employee may attach a written statement to the observation report. The employee will sign and receive a copy of the observation document (See Appendix B).
- I. The evaluator will cite qualities, abilities, and deficiencies, if any; recommend specific actions, where applicable, to improve performance skills and to remediate any deficiencies in order to improve instructional performance; and assist in implementation of the recommendations.
- J. The District will require that any permanent teacher who receives an unsatisfactory Evaluation participates in a remediation plan. The remediation plan will be developed by the District.
- K. Permanent employees receiving an unsatisfactory Evaluation will be formally evaluated at least once annually until the employee achieves a positive Evaluation or is separated from the District.
- L. The evaluation of unit members, pursuant to this Article, shall not include or be based upon the following:
 - 1. Standardized achievement test results;
 - 2. Results of any tests utilized for the purpose of a School Improvement Plan;
 - 3. Achievement of objectives stated in Individual Educational Programs (IEP's) of Special Education students unless the teacher is a Special Education Teacher;
 - 4. Self-evaluation.
 - 5. Local proficiency testing.
- M. Only the procedures of this Article are subject to the Grievance Procedures. Grievances may not be filed regarding the content of an evaluation.

ARTICLE VI WORK YEAR AND TEACHER RESPONSIBILITIES

- A. The work year for certificated staff in the Kit Carson Union Elementary School District will be one hundred and eighty-three (183) work days each school year in addition to three (3) Professional Staff Development Days for a total of one hundred and eighty-six (186) work days.
 - 1. 180 days of student instruction.
 - 2. 3 Professional Staff Development Days.
 - 3. 1 and 1/2 teacher work days before the first day of student instruction.
 - 4. 1/2 teacher in-service day before the first day of student instruction.
 - 5. 1 teacher work day for parent conferences.
- B. The certificated staff accepts certain responsibilities as employees of the District including participation in staff development and/or in-service programs to improve individual or collective skills in the classroom, Back-to-School Program, Fall and/or Spring Program, Open House Program, Faculty Meetings, Parent/Teacher conferences and Individualized Education Plan Meetings. Teachers will be provided with the opportunity to provide input into the design and delivery of in-service programs.
- C. Work day schedules will be as follows:
 - 1. Early release days are scheduled for all non-holiday Mondays. Working hours for certificated staff on early-release day are 8:00 AM to 4:15 PM.
 - 2. The normal day (Tuesday-Friday) working hours for certificated staff are 8:00 AM to 3:00 PM.
 - 3. All district mandated staff development, in-services, collaboration meetings, and faculty meetings will occur on Monday early release days.
 - 4. On all early release days prior to a holiday, the last day of school, Back to School Night, or Open House, the certificated staff will be released at 2:00 PM.

D. Teachers in grades Kindergarten through eight will have at least ninety minutes (90) of preparation time within each full, five-day school week, which may be coordinated with the Physical Education schedule.

Teachers in grades Kindergarten through eight will ensure their lesson plans reflect 200 minutes of physical education each ten days, which may be coordinated with the Physical Education schedule.

- E. If the school incorporates a departmentalized Language Arts Program at any grade level, teachers of Single Subject Language Arts will be provided with one day of paid released time each trimester to engage in the following instructional activities: grade student assignments; conference with students and/or parents; plan curriculum and/or lessons and other student instructional activities. Substitute teachers will be provided by the District. The scheduling of the released time will be approved by the Superintendent.
- F. The certificated staff will participate and demonstrate the professional duties and responsibilities to provide a quality educational program.
- G. All certificated personnel will participate in a District Back-to-School Program which will be scheduled at the beginning of the contracted work year before or during the first trimester of each school year. Teachers will be provided with reserved parking. If scheduled on a regular school day, the school day will be scheduled as an early release day.
- H. All certificated personnel will participate in a District "Open House" which will be scheduled during the last trimester of each school year. Teachers will be provided with reserved parking. The school day will be scheduled as an early release day.
- I. The District will schedule an early release day prior to Thanksgiving Day (if there is school scheduled that day). The school will schedule an early release day prior to Winter Recess (if there is school scheduled that day). The work day for certificated staff will end at 2:00 on early release days prior to Thanksgiving and/or Winter Recess. The Education Code requirements for educational minutes per day will be met.
- J. The maximum student-teacher ratio in grades one (1) through three (3), inclusive, is 26:1.

The parties agree that the negotiated class enrollment limit set for Article VI, Section J meets all requirements of law and fulfills the LCFF collective bargaining alternative agreement exception requirements to obtain GSA (grade span adjustment) funding for the term of the contract.

K. The 2015/2016 school calendar is attached as an Appendix to this Agreement (See Appendix D).

ARTICLE VII HEALTH AND WELFARE BENEFITS

- A. Participation in the SISC Health Insurance Plan is mandatory for eligible unit members. Payment of premiums on the plan selected by the member is the responsibility of the member and will be deducted on an 11-month payment plan as per Section 125 of the Internal Revenue Code. Annually members may choose from this list which level coverage they desire for the coverage year, September 1 to August 31 of the following year. The District will offer three levels of a Health and Welfare plan for eligible unit members beginning September 2010.
- B. The Health and Welfare plan will provide the following:
 - 1. Major medical coverage provided through the Self Insured Schools of California "SISC", which includes prescription and nervous and mental health coverage.
 - 2. SISC Dental Coverage.
 - 3. SISC Vision coverage
 - 4. Life Insurance Coverage
- C. Employees age fifty-five to sixty with twenty or more cumulative years of full-time service to the Kit Carson Union School District and who retire under the provisions of the State Teachers Retirement System, will be provided with the same medical, prescription, nervous/mental health coverage, vision and appropriate dental coverage as active employees for up to five years or age sixty-five, whichever comes first. This continuance of coverage is based on the same plan the member subscribed to during the last three consecutive years prior to retiring.

ARTICLE VIII SALARY

Initial Salary Placement

- A. Teaching experience will be verified by the District. Transcripts will be used to determine placement on the certificated salary schedule.
- B. Graduate units earned following the granting of the Bachelor's degree will be allowed for salary schedule placement. Undergraduate units may be honored at the discretion of the District if they are earned as part of a teacher credentialing program and count towards a preliminary teaching credential.
- C. Placement in Column B or Column C on the certificated salary schedule is based on a Preliminary Multiple Subject Teaching Credential or Preliminary Single Subject Teaching Credential. Placement in Column D or Column E on the certificated salary schedule is based on a Clear Multiple Subject Teaching Credential or Clear Single Subject Teaching Credential.
- D. Up to seven years of prior teaching experience will be granted to teachers with a clear credential.

Salary Advancement

- E. In order for units to be considered for salary purposes, the employee must obtain prior approval from the District by May 15th of each year for salary advancement in the following year. Units earned for advancement must be upper division or graduate units and must be completed at a college or university accredited by W.A.S.C. or its equivalent.
- F. Certification by grade card for completed units must be made prior to September 1st each school year.
- G. Transcripts for units earned for credit must be received by the District on or before September 15th for salary schedule advancement.
- H. A maximum of nine semester units of college credit may be taken during the school year, for advancement on the certificated salary schedule.
- I. Certificated employees will be allowed to move only one class or column on the salary schedule per year.
- J. Audited courses will not be allowed for salary schedule advancement.

- K. "In-house" credit for in-services or workshops not providing college credit will not be allowed for salary schedule advancement.
- L. Teachers with a Master's degree will receive an annual stipend of One thousand Dollars (\$1,000) in addition to his/her regular salary schedule placement, provided that the area of graduate study in which the unit member earned the Master's degree is relevant to his or her work as a teacher.

Extra-duty Stipends

M. Teachers assigned to provide the following services will be paid extra-duty stipends. The scheduled activities for each of the services will be created and agreed upon in a joint effort by the teachers performing the duties and administration.

Service	Stipend	Pay Schedule
1. Outdoor Education teachers	\$750	After event
2. Coaching (after school/saturdays)	\$625 per sport	End of season
3. 8th grade trip (2 day trip)	\$300 total	After event
4. Overnight field trip	\$150 per night	After event
5. Student Council Advisor	\$3,000	2 pay Oct/Apr
6. Remedial Summer School	\$2,000	Per pay period
7. Academic Tutoring	\$25 per hour	Per pay period
8. Yearbook	\$1,750	2 pay Dec/May
9. Music Stipend	\$5,000	Add to contract
10. Drama Coach	\$625 per play	After event
11. Garden Advisor	\$1000	2 pay Dec/May

Other Approved Services

N. Teachers who provide District authorized services beyond the regular workday will be paid Seventy-Five-Dollars (\$75) for each full workday or the pro-rata amount for less than a full workday. This provision will apply to those activities that have been approved in advance by the District. Teachers who provide District required services beyond the regular workday will be paid their normal Daily rate for each full workday or the pro-rata amount for less than a full workday. Activities listed in VI-B and those that receive a stipend (VIII-N) are excluded from this provision. (1)

Certificated Salary Schedule

O. The certificated salary schedule incorporates salary and health insurance benefits. This is also known as "Total Compensation". Total compensation was approved by the unit on September 9, 2009 and is irrevocable. Please refer to Article VII – Health and Welfare benefits for further information on the health plans offered by the district.

ARTICLE IX ASSOCIATION RIGHTS

- A. The Association will have all rights guaranteed to it by the Rodda Act, Government Code Section 3543.1 which is restated as follows:
 - 1. The exclusive right to represent unit members in employment relations with the District.
 - 2. The right of access at reasonable times to areas in which employees work, the right to use institutional bulletin boards, mailboxes and other means of communication, subject to reasonable regulation, and the right to use institutional facilities at reasonable times for the purpose of meetings concerned with the exercise of the rights guaranteed by this law.
 - 3. A reasonable number of representatives of the exclusive representative will have the right to receive reasonable periods of released time without loss of compensation when meeting and negotiating and for the processing of grievances.
- B. The Association will reimburse the District for any costs incurred by the District in connection with the Association's use of the District's telephones for long distance calls, fax machines, and/or copy machines when the District supplies the paper.

ARTICLE X GRIEVANCE PROCEDURES

Definitions

- A. A "grievance" is an alleged violation, misapplication or misinterpretation of a specific provision of this Agreement which adversely affects the grievant.
- B. A "day" is any day in which the District office is open for District business.
- C. The "immediate supervisor" is the principal or other management employee of the District having immediate jurisdiction over the employee filing the grievance.
- D. A "grievant" may be one or more employees of the District or the Association.

General Provisions

- E. Failure at any level of this procedure to communicate the District's decision on a grievance within the specified time limits will permit the aggrieved employee to proceed to the next level. Failure at any step of this procedure to appeal a grievance to the next level within the specified time limits will be deemed as acceptance of the decisions as rendered by the District. Time limits set forth in the grievance procedures may be extended by mutual consent.
- F. Forms for filing and processing grievances are attached to this Agreement. (See Appendix F.)
- G. Within the specified time limit, either party may request a personal conference with the other party and the conference will be held.
- H. A grievant may be accompanied at any stage of the grievance by a representative of the Association. The grievant will be present at all stages of the processing of the grievance.
- I. Once a grievance arising from a particular incident(s) or circumstance(s) has been resolved at the final stage of the grievance procedures, another grievance based on that particular incident may not be filed.
- J. All documents, communications and records dealing with the processing of a grievance will be filed in a separate, confidential grievance file and will not be kept in the personnel file of any of the participants.
- K. Released time, if necessary, for conferences will be provided the grievant and one Association representative.

- L. The filing of a grievance will in no way interfere with the right of the Board to proceed in carrying out its management responsibilities and decisions prior to a final resolution of the grievance. If, while the grievance is pending, a grievant fails to carry out a lawful order, requirement or directive, the grievant may be disciplined for insubordination.
- M. It is the intention of the parties to encourage an informal and confidential atmosphere in the resolution of the grievance.

Informal Level

N. Before filing a written grievance, an employee will first discuss the basis for the alleged grievance with the immediate supervisor with the objective of resolving the matter through an informal conference.

Formal Level

Level One

- O. Within ten days following the occurrence or the omission giving rise to the grievance or when the employee should have reasonably had knowledge of the grievance, the employee must present the grievance on the District approved form to the immediate supervisor.
- P. The written grievance will include a statement of facts and the resolution sought.
- Q. The immediate supervisor will communicate a decision to the employee in writing within ten days after receiving the grievance. If the supervisor does not respond within the time limits, the employee may appeal to the next level of the grievance procedures. The appeal must be made within ten days following the expiration of the time limit specified above.

Level Two

- R. If the employee is not satisfied with the decision on the grievance at Level One, the employee may appeal by filing the appeal with the Superintendent or his/her designee within ten days after the written decision at Level One has been delivered. If the Superintendent is the immediate supervisor, the grievant will skip Level Two and proceed to Level Three.
- S. The statement filed at this level will include a copy of the original grievance, a copy of the decision rendered and a statement of the reason(s) for the appeal.
- T. The Superintendent or his/her designee will communicate his/her decision in writing within ten days following receipt of the appeal. Either the employee or the Superintendent or his/her designee may request a personal conference with the other

within the time period for filing the appeal to the deadline for the rendering of a decision. If the Superintendent or his/her designee does not render a written decision within the prescribed time limit, the employee may appeal to Level Three. The appeal must be made within ten days after the expiration of the time limit.

Grievance Mediation

U. Following Level Two, either party may request that the grievance be submitted to Mediation. The parties will schedule a mediation session at a mutually agreeable time to attempt to find a resolution to the grievance. In the event that a resolution is not achieved, neither party will introduce the form or content of the mediation at Level Three of the grievance procedure.

Level Three

- V. In the event that the employee is not satisfied with the decision at Level Two, the Association may appeal the decision in writing to Binding Arbitration subject to the rules of the American Arbitration Association within five days. The parties agree to utilize the services of the California State Mediation and Conciliation Service to obtain a panel of arbitrators. In order to select an Arbitrator, the parties will alternately strike from the panel until one name remains.
- W. The Arbitrator will conduct a hearing consistent with the Rules of the American Arbitration Association and render a final and binding determination on the grievance.
- X. The parties will share equally in the fees of the Arbitrator. Each party is responsible for the costs of presenting its case.

ARTICLE XI PROFESSIONAL DUES

- A. Effective beginning with the 2001-2002 school year, every teacher will have the right to join or refuse to join the Association.
- B. Any teacher who is a member of the Association or who has applied for membership in the Association may sign and deliver to the District an assignment authorizing deduction of unified dues, initiation fees and general assessments of the Association.
- C. Pursuant to the authorization, the District will deduct one-tenth (1/10) of such dues from the regular salary warrant of the teacher each month for ten (10) months. Deductions for teachers who sign an authorization after the commencement of the school year will be appropriately prorated to complete one (1) year's payments by the end of the school year.
- D. Any unit member who is not a member of the Association, or who does not apply for membership within thirty (30) days of the effective date of this Agreement, or within thirty (30) days from the date of commencement of assigned duties within the bargaining unit, shall become a member of the Association or pay to the Association a fee in an amount equal to membership dues, initiation fees and general assessments, payable to the Association in one lump-sum cash payment in the same manner as required for the payment of membership dues. In the event that a unit member does not pay such fee directly to the Association, the Association shall so inform the District, and the District shall immediately begin automatic payroll deduction as provided in Education Code section 45061 and in the same manner as set forth in this Article. There shall be no charge to the Association for such mandatory agency fee deductions.
- E. Any unit member who is a member of a religious body whose traditional tenets or teachings include objections to joining or financially supporting employee organizations shall not be required to join or financially support the Association as a condition of employment. However, such unit member shall pay, in lieu of a service fee, sums equal to such service fee to one of the following non-religious, non-labor organization, charitable funds exempt from taxation under Section 501 (c)(3) of Title 26 of the Internal Revenue Code:

Foundation to Assist California Teachers (FACT) Christa McAuliffe Institute for Education Pioneering Martin Luther King, Jr. Memorial Scholarship Fund

1. Proof of payment shall be made on an annual basis to the Association and District as a condition of continued exemption from the payment of Agency fee. Proof of payment shall be in the form of receipts and/or canceled checks, indicating the amount paid, date of payment, and to whom payment in lieu of the service fee has

- been made. In-kind services may not be used for payment, nor may payment be a form other than money, such as the donation of used items. Such proof shall be presented on or before the due date for cash dues/fees for each school year.
- 2. Any religious object or who requests that the grievance or arbitration provisions of the Agreement be used in her or his behalf shall pay the reasonable cost of using said grievance or arbitration procedures.
- F. The District agrees to remit promptly all sums to the Membership Processing Office of the California Teachers Association, Post Office Box 4178, Burlingame, California 94011-9986, accompanied by an alphabetical list of unit members for whom such deductions have been made, categorizing them as to membership or non-membership on the Association, and indicating any changes in personnel from the list previously furnished.
- G. The Association and District agree to furnish to each other any information needed to fulfill the provisions of this Article.
- H. The Association agrees to pay to the District all reasonable legal fees and legal costs incurred in defending against any court action and/or administrative action challenging the legality or constitutionality of the Agency Fee provisions of this Agreement or their implementation. The Association shall have the exclusive right to decide and determine whether any such action or proceeding referred to above shall or shall not be compromised, resisted, defended, tried or appealed, and the responsibility of covering all costs associated with the above right.

ARTICLE XII LEAVES

Sick Leave

- A. Each teacher employed five (5) days per week by the District will be entitled to eleven (11) days' leave of absence for illness or injury, exclusive of all days he/she is not required to render service to the District, with full pay for a school year of service. A teacher employed for less than five (5) school days per week will be entitled, for a school year of service, to that proportion of eleven (11) days' leave of absence for illness or injury as the number of days he/she is employed per week bears to five (5). Pay for any day of absence will be the same as the pay which would have been received had the employee served during the day. Credit for leave of absence need not be accrued prior to taking the leave by the employee. The leave may be taken at any time during the school year. If the teacher does not take the full amount of leave allowed in any school year under this section, the leave not taken will be accumulated from year to year with additional leave days as the Board may allow.
 - 1. The District may, when it has a reasonable suspicion of abuse of leave under this section, require a teacher to either produce a statement from a licensed physician showing proof of illness or injury, or require the teacher to submit to a medical examination by a physician selected by the District.
 - 2. The District will not discriminate against evidence of treatment and the need of treatment by the practice of the religion of any well-recognized church or denomination.
 - 3. The provisions of Education Code section 44977 relating to compensation will not apply to the first eleven (11) days of absence plus any accumulated leave time due to illness or accident any teacher employed five (5) days per week or to the proportion of eleven (11) days of absence to which the teacher employed less than five (5) days per week is entitled due to illness or accident or to additional days granted by the Board, (Education Code section 44978).

Extended Illness Leave

B. When a teacher is absent from duty because of illness or accident for a period of five (5) school months or less, whether or not the absence arises out of or in the course of the teacher's employment, the amount deducted from the teacher's salary due to him/her for any month in which the absence occurs shall not exceed the sum which is actually paid to a substitute teacher employed to fill the position during his/her absence or, if no substitute teacher was employed, the amount which would have been paid to the substitute teacher had he/she been employed. The District will make every reasonable effort to secure the services of a substitute teacher (Education Code section 44977).

Pregnancy Disability Leave

- C. The District will provide for leave of absence from duty for any teacher who is required to be absent from duties because of pregnancy, miscarriage, childbirth and recovery. The length of the leave of absence, including the beginning date of the leave and the date of the teacher's return to duty will be determined by the teacher and her physician.
- D. The Family Medical Leave Act (FMLA) 825.02 (c) states that when leave is taken after the birth or adoption of a healthy child or to care for an ill child, the leave may be taken intermittently or on a reduced leave schedule if approved by the District (Ed. Code 44960) not to exceed a total of twelve (12) weeks per calendar year. FMLA leave is not required during which the mother has a serious health condition in connection with the birth. The district must approve intermittent or reduced work schedule. Any leave taken, under FMLA or the CA Family Rights Act is unpaid.
 - 1. Disabilities caused or contributed to by pregnancy, miscarriage, childbirth, and recovery are, for all job-related purposes, temporary disabilities and will be treated as any other health or temporary disability as to any insurance or sick leave plan available in connection with employment by the district.
 - 2. Disability due to pregnancy or childbirth will be treated the same as any other temporary disability. The CA Family Rights Act permits the twelve weeks allowed under the FMLA rules to run concurrently with pregnancy disability leave but shall not commence until the expiration of the pregnancy disability leave (Government Code 12945, 12945.2; 2 CCR 7297.6)
 - 3. Any teacher will have the right to use sick leave for absences caused by pregnancy, miscarriage, childbirth and recovery (Education Code section 44965).

Bereavement Leave

E. Each teacher is entitled to a leave of absence not to exceed three (3) days, or five (5) days if out-of-state travel is required, because of the death of any member of his/her immediate family. No deduction will be made from the salary or the accumulated sick leave or any other leave provided by the Education Code or this Agreement.

The immediate family for this section includes the employee's mother, father, grandmother, grandfather or grandchild of the employee or the employee's spouse and the spouse, son, son-in-law, daughter, daughter-in-law, brother or sister of the employee or any relative living in the immediate household of the employee (Education Code Section 44985).

Personal Necessity Leave

- F. Up to seven (7) days of sick leave allowed by Education Code Section 44978 may be used by the teacher, at his/her election, in cases of personal necessity. The District will adopt rules and regulations requiring and prescribing the manner of proof of personal necessity for purposes of this section.
 - 1. The teacher will not be required to secure advance permission for leave taken for any of the following reasons:
 - a. Death or serious illness of a member of his/her immediate family.
 - b. Accident, involving his/her person or property, or the person or property of a member of his/her immediate family.
 - 2. No accumulated leave in excess of seven (7) days may be used in any school year for the purposes enumerated in this section unless a maximum number of days in excess of seven (7) days are specified for that purpose in an agreement between the exclusive representative and the District (Education Code section 44981).

ARTICLE XIII BTSA

- A. <u>Beginning Teacher Support Program</u>: This component shall provide peer assistance to teachers participating in the Beginning Teacher and Support (BTSA) programs.
- B. Stipend for Supporting Providers is \$2,000 yearly, if teacher holds a clear credential. The BTSA program will pay \$1,000 and the district shall match with \$1,000.
- C. Participation in the Program shall not create nor expand any rights to retention or permanency as set forth in Education Code section 44929.21 pertaining to probationary employees.

To: Kit Carson Board of Trustees

From: Kit Carson Educators Association

Date: May 26, 2015

Subj: Response to Contract Proposal dated May 20, 2015

The Kit Carson Educators' Association would like to thank the Board for the quick response to our initial proposal and accept the proposed changes to the 2012-2015 contract, with the following exception:

No Change to Article VI Section C number 2.

We also believe that the following Article needs to be changed:

Change Article XIV

B. The term of this Agreement, as set forth in Article 1, is July 2, 2015 through June 30, 2018.

C. Re-openers:

2015-2016 and 2016-2017

The parties may reopen on the following during each of the subsequent two contract years:

- 1. Compensation.
- 2. One additional Article of each side's choice.
- 3. Any other Article by mutual agreement.

All other proposed changes are accepted.

President

Bargaining Chair

Vice President

ARTICLE XIV EFFECT OF THE AGREEMENT/SIGNATURES

- A. It is the intention of the parties that this Agreement set forth the full and entire understanding of the parties regarding all matters set forth herein, and any prior or existing understandings or agreements by or between the parties, whether formal or informal, regarding any such matter, are hereby superseded and terminated in their entirety.
- B. The term of this Agreement, as set forth in Article I, is July 1, 2015 through June 30, 2018.
- C. Re-openers:

2015-2016 and 2016-2017

The parties may reopen on the following during each of the subsequent two contract years:

- 1. Compensation.
- 2. One additional Article of each side's choice.
- 3. Any other Article by mutual agreement.

SIGNATURES

KIT CARSON EDUCATORS ASSOCIATION/CTA/NEA		KIT CARSON UNION ELEMENTARY SCHOOL DI	
Richard McCelland, KCEA President	Date	Andy Atsma, Board President	Date
Lori, Roy, KCEA	Date	Sheree Deniz, Board Clerk	Date
Chris Benedict, KCEA	Date	Joe Oliveira, Board Member	Date
		Jasmine Costa, Board Member	Date

APPENDIX A

Kit Carson Union School District CERTIFICATED STULL EVALUATION SUMMARY

Name:		School: <u>Kit Carson</u>	Grade Level:	Date:
☐ Prob	ationary Year [1] [2]	☐ Permanent		
☐ Meet ☐ Need	PPORTING ALL STUDEN s and/or exceeds District e ls to improve to meet Distri	expectations ict expectations		
 -Using a variety of -Facilitating learning -Engaging student matter meaningful 	finstructional strategies an ng experiences that promo ts in problem solving, critic	experience, and interests with resources to respond to some autonomy, interaction, and thinking, and other activition all students.	students' diverse ne nd choice.	
Comments:				
☐ Meets	INTAINING EFFECTIVE Es and/or exceeds District es to improve to meet Distri		JDENT LEARNING	
-Establishing a clin -Promoting social of -Establishing and r		s and respect. sponsibility.	pport student learnir	ng.
Comments:				
☐ Meets	and/or exceeds District ex s to improve to meet Distric		NT LEARNING:	
 Organizing curricu Interrelating ideas Developing studer subject matter. 	alum to support student und and information within and at understanding through in	content and student develong derstanding of subject matter area across subject matter area astructional strategies that a set to make subject matter across to matter across to make subject matter across to matter across	er. as. are appropriate to th	
Comments:	socaroos, and teornologies	o to make subject matter at	occombie to students	

DI ANNUALO MOTO LOTTO LO DE CARROLIO DE CA	
PLANNING INSTRUCTION & DESIGNING LEARNING EXPERIE	NCES FOR ALL STUDENTS:
■ Meets and/or exceeds District expectations	
☐ Needs to improve to meet District expectations	
Drawing on and valuing students' backgrounds, interests and days	Januaria I a di la comina di la
-Drawing on and valuing students' backgrounds, interests and deve	elopmental learning needs.
-Establishing and articulating goals for student learning.	
-Developing and sequencing instructional activities and materials for	or student learning.
-Designing short-term and long-term plans to foster student learning	a.
-Modifying instructional plans to adjust for student needs.	y .
, , , , , , , , , , , , , , , , , , , ,	
Comments:	
Comments.	
ASSESSING STUDENT LEARNING:	
☐ Meets and/or exceeds District expectations	
Needs to improve to meet District expectations	선생님 생물에 있는 기계를 받아 있는 것이 하는 것이 없다.
Treeds to improve to meet District expectations	
-Establishing and communicating learning goals for all students.	
-Collecting and using multiple sources of information to assess stud	lent learning.
-Involving and guiding all students in assessing their own learning.	0
-Using the results of assessments to guide instruction.	
	-to-de-standard
-Communicating with students, families, and other audiences about	student progress.
Comments:	
DEVELOPING AS A PROFESSIONAL EDUCATOR:	
Meets and/or exceeds District expectations	
☐ Needs to improve to meet District expectations	있다. 왕. 다음 마음 시간 전 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
-Reflecting on teaching practice and planning professional developm	nent.
-Establishing professional goals and pursuing opportunities to grow	professionally
-Working with communities to improve professional practice.	professionally.
-Working with families to improve professional practice.	
-Working with colleagues to improve professional practice.	
Comments:	
Suggestion(s) to enhance student learning:	
a.	
SUMMARY:	
Evaluator's Signature	Date:
D. Sandan Br. O's and the	
Principal's Signature	Date:
Teacher's Signature	Date [.]

APPENDIX B

OBSERVATION FORM KIT CARSON UNION SCHOOL DISTRICT OBSERVATION FORM

Teacher:	Grade:	Date:		Time:
l observed:			ı	
Students:				
Teacher:				
Comments:				
Comments.				
Instructional Methodology: ☐ directed lesson		Grouping Strategy: ☐ whole class		
□ cooperative learning□ "hands-on investigation"		☐ small groups ☐ individual		
Summary:				
Administrator		Date		
Teacher		Date	<u> </u>	

APPENDIX C

Kit Carson Union School District CERTIFICATED RECOMMENDATION FORM

Name:	School: Kit Carson	Grade Level:	Date:
☐ Probationary Year [1] [2]	☐ Permanent		
SUMMARY OFEVALUATION:			
Walk Through Observation(s) Date(s)			
Full Lesson Observation(s) Date(s)	Marine Control of the		
Follow up Conferences Date(s)			
STATUS:			
☐ Recommended			
☐ Not Recommended (probationary or tempo	orary only)		
☐ Unsatisfactory (Remediation as enumerate	ed in Article V section G)		
Evaluator's Signature		Date:	
Principal's Signature		Date:	
. •			
Teacher's Signature		Date:	

APPENDIX D REVISED & ADOPTED 8/14/2013





KIT CARSON UNION SCHOOL DISTRICT 2015/2016 SCHOOL CALENDAR

				2 - 2	•	Dog	Dave	C::C - 4	
MONTH	M	Т	W	Th	F	Reg. Mo.	Days Taught	Significant Dates	EXPLANATION
									Bill Bill William
AUGUST	3	4	[{5}	{6}	{7}			Aug 5-7	Teacher PD Days
	{10}	{11}	<12	13	14		Ì	Aug 10-11	Teacher Work Days
	17	18	19	20	21			Aug 12	First Day of School
	24	25	26	27	28	ĺ		Aug 17	Back to School Night
	31	1	2	3	4	1	18		
SEPTEMBER	7	8	9	10	11				
	14	15	16	17	18			Sept 7	Labor Day
	21	22	23	24	25			Sept 18	End of 1 st Grading Period
	28	29	30	1	2	2	19		
OCTOBER	5	6	7	8	9			Oct 5	Conferences 1:45-4:15pm
	{12}	13	14	15	16			Oct 12	Conferences all day
	19	20	21	22	23			Oct 19	Conferences 1:45-4:15pm
	26	27	28	29	30	3	19	Oct 23	
NOVEMBER	2	3	4	5	6			Nov 6	End of Trimester 1 (61d)
	9	10	11	12	13	1		Nov 11	Veteran's Day
	16	17	18	19	20				
	23	24	25	26	27	4	16	Nov 25-27	Thanksgiving Break
DECEMBER	30	1	2	3	4				
	7	8	9	10	11				
	14	15	16	17	18			Dec 18	End of First Semester
	21	22	23	24	. 25			Dec 21	Winter Break
9	28	29	30	31	1	5	15]
1	4	5	6		8				
JANUARY	11	12	13	14	15			Jan 11	School resumes
	18	19	20	21	22			Jan 18	MLK Day
	25	26	27	28	29	6	14	Jan 29	
	1	2	3	4	5				
FEBRUARY	8	9	10	11	12				
	15	16	17	18	19			Feb 8	Lincoln's birthday
	22	23	24	25	26	7	18	Feb 15	Washington's birthday
NA A D CVV	29	1	2	3	4				
MARCH	7	8	9	10	11			March 4	End of trimester 2 (63d)
	14	15 22	16	17	18			March 14	Conference : 1:45 – 4:15 pm
				24	25	8	15	March 21	Spring break
ADDII	28	29	30	31	1			Mar 29	School resumes
APRIL	4	5	6	7	8				
	11	12	13	14	15		10		
-	18	19	20	21	22	9	19		
MAX	25	26	27	28	29	+			
MAY	2	3	4	5	6	1			
	9	10	11	12	13	10	20	10	
}	16	17	18	19	20	10	20	May 19	Open House
a de la companya de	23	24	25	26	27		ĺ	M 20	
JUNE	30	31	1>	2	3	,,	_	May 30	Memorial Day
JUNE	6	7	8	9	10	11	7	June 1	End of trimester 3 (56d)
						TOTAL	100		Last Day of School
		· /	and the same of th			LOIAL	180		

Teacher work year []

{ } Teacher work days

<> Student year

Holidays

Early out days - 1:30 p.m. dismissal time every Monday and on 12/18/15, 5/19/16, 6/1/16

Testing dates to be determined

BOARD APPROVAL DATE: February 18, 2015

Updated: 3/23/2015

APPENDIX E

2015/2016 **TOTAL COMPENSATION** ВА +15 +30 +45 +60 Α В С D E 1 53,556 55,008 56,472 57,938 59,403 2 55,008 56,472 57,938 59,403 60,870 3 57,938 59,403 60,870 62,335 4 59,403 60,870 62,335 63,799 5 60,870 62,335 63,799 65,265 6 62,335 63,799 65,265 66,733 7 63,799 65,265 66,733 68,196 8 65,265 66,733 68,196 69,663 9 68,196 69,663 71,127 10 69,663 71,127 72,593 11 71,127 72,593 74,057 12 72,593 74,057 75,524 13 74,057 75,524 76,987 14 76,987 78,452 15 78,452 79,918 16 79,918 81,383 17 82,860 18

Longevity Stipend @ 21 years of credited service \$1,500

Longevity Stipend @ 24 years of credited service \$1,500

Master's Degree \$1,000

TOTAL COMPENSATION SALARY SCHEDULE-

IT IS YOUR RESPONSIBILTY TO PURCHASE DISTRICT HEALTH PLAN

85,581

APPENDIX F

KIT CARSON UNION SCHOOL DISTRICT GRIEVANCE FORM

LEVEL I

I hereby appeal to Level I Signature of Grievant:	Date:				
Date Received by Immediate Supervisor:					
Date of Grievance Conference if Held:					
Formal Response:					
Date: Signature of Level I Supervisor:					
LEVEL II					
I hereby appeal to Level II Signature of Grievant:	Date:				
Date Received by Superintendent/Designee:					
Date of Grievance Conference if Held:					
Response of Superintendent:					
Date: Signature of Level II Supervisor:					
LEVEL III					
Date of Grievant's Submission to Board of Trustees: TO: Board of Trustees, Kit Carson Union School District					
In conformance with the provisions of the Agreement, the G submits the foregoing matter to the Board of Trustees.	rievant hereby				
Date: Signature:					

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Kit Carson Governing Board
FROM:	Todd Barlow, Superintendent/Principal
DATE:	June 12, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action
Date you wis June 17, 2015	sh to have your item considered:
Item: Consider app	roving the petition for authorization of Kings Valley Academy Charter School
Purpose: To authorizes	s Kings Valley Academy Charter School to operate in our District.
Fiscal Impact Potential AD	et: A revenues to offset charter oversight
Recommend	ation:

Consideration for approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Board	of	Trustees

FROM: Todd Barlow, Superintendent

DATE: June 12, 2015

For: (X) School Board

() Superintendent's Cabinet

For: () Information

(X) Action

Date you wish to have your item considered:

June 17, 2015

Item:

Consider approval of Consolidated Application for Funding Categorical Aid Programs for 2015-2016

Purpose:

The Consolidated Application of Funding Categorical Aid Programs is used to apply for funds from the federal government for Title I, Title II and other federal programs.

Fiscal Impact:

To be presented at the Board Meeting

Recommendation:

Consideration for Approval

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Kit Carson Governing Board
FROM:	Todd Barlow, Superintendent/Principal
DATE:	June 11, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action
Date you wisl June 17, 2015	h to have your item considered:
Item: Appointment	of New Board Member
Purpose: To fill the vac	ancy in Area 5
Fiscal Impact None	•
Recommenda Approval	tion:

NOTICE OF VACANCY ON THE KIT CARSON UNION SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN that a vacancy at the Kit Carson Union School District has been created by an insufficient number of candidates filing for election. The Board of Trustees intends to make a provisional appointment to fill the vacancy pursuant to California Education Code section 5091.

Any registered voter residing in the City of Hanford and in District 5 Boundary Area is eligible to be appointed to fill this vacancy, except the Kit Carson District Superintendent, any member of his staff, or any employee of a school district. Any person who meets the qualifications who is interested in being appointed to the Kit Carson Union School Board should write a letter of interest to Todd Barlow, Superintendent/Principal, Kit Carson Union School District, 9895 7th Avenue, Hanford, CA 93230, on or before June 17, 2015 . The Kit Carson Board of Trustees intend to consider making the appointment at its regular or special meeting to be held on June 24, 2015 .

All questions concerning this process should be directed to Todd Barlow, Superintendent/Principal, Kit Carson Union School District, located at 9895 7th Avenue, Hanford, Ca. 93230, or by telephone at (559) 582-2843, ext. 101.

Dated: 5/26/15

Todd Barlow

Kit Carson Union School District

Told Both

Publish Date:

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the KIT CARSON UNION SCHOOL DISTRICT Board announces their intent to appoint a member to the Board of Trustees due to an open vacancy. The Board of Trustees intends to make a provisional appointment to fill the vacancy pursuant to California Education Code section 5326 and 5328:

Timelines for Filling a Vacancy

When a vacancy occurs, the Board shall take the following action, as appropriate:

- 1. When a vacancy occurs within four months of the end of a Board member's term, the Board shall take no action. (Education Code 5093)
- 2. When a vacancy occurs longer than four months before the end of a Board of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below. (Education Code 5091, 5093)
- 3. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the eligibility requirements specified in Education Code 35107.

At the regular meeting on Wednesday, <u>June 17, 2015</u> the KIT CARSON UNION SCHOOL DISTRICT Board of Trustees will make the following appointment(s):

BOARD MEMBER- AREA 5

The Meeting will take place at 6:30 PM and be held in the staff room of KIT CARSON SCHOOL located at 9895 7th Avenue, Hanford, CA 93230. The annual organizational meeting for the KIT CARSION UNION SCHOOL DISTRICT Board of Trustees will be held at 6:30 PM at the same location on Wednesday, December 9, 2015 at 6:30 p m.

Any registered voter residing in the City of Hanford and in KIT CARSON UNION SCHOOL BOARD District 5 Boundary Area is eligible to be appointed to fill this vacancy, except the Kit Carson District Superintendent or any employee of a school district. Any person who meets the qualifications and is interested in being appointed to the Kit Carson Union School Board should notify the district in writing on or before Tuesday, <u>June 23</u>, 2015 at 3:00 p.m. Pacific Standard Time.

All questions or correspondence concerning this process should be directed to Todd Barlow, Superintendent/Principal, Kit Carson Union School District, via the district office located at 9895 7th Avenue, Hanford, Ca. 93230, or by telephone at (559) 582-2843, ext. 101.

Dated: June 11, 2015

KIT CARSON UNION SCHOOL DISTRICT

AGENDA REQUEST FORM

TO:	Kit Carson Governing Board
FROM:	Shelley Leal, Chief Business Officer
DATE:	June 10, 2015
For:	(X) School Board () Superintendent's Cabinet
For:	() Information (X) Action
Date you wish June 17, 2015	n to have your item considered:
	oving the collective bargaining agreement for the Kit Carson Educator's Association; Ianagement, Confidential Management and Classified Salary Schedules
Purpose: The District is	offering a 2.5% salary increase on the salary schedules effective July 1, 2015.
Fiscal Impact \$65,187	::

Recommendation:

Consideration for approval

IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET In Accordance with AB3141 (Statutes of 1994, Chapter 650) (G.C. 42142)

		(Col. 1)		(Col. 2)		(Col. 3) Other Revisions		(Col. 4)	
	_	atest Board proved Budget		Adjustments as a Result of Settlement (from page 1)	1	provide lanation)	Notes (Col. 3)	Total Impact of	n Budget (C -2+3)
REVENUES									
Revenue Limit Source (8010-8099)	\$	3,128,654	\$	_			1	\$	3,128,6
Remaining Revenues (8100-8799)	\$	387,521	\$	-a-			2	\$	387,5
TOTAL REVENUES	\$	3,516,175	\$		\$			\$	3,516,1
EXPENDITURES									
1000 Certificated Salaries	\$	1,524,259	\$	39,707				\$	1,563,90
2000 Classified Salaries	\$	642,488	\$	16,611			3	\$	659,09
3000 Employees' Benefits	\$	545,349	\$	8,869				\$	554,21
4000 Books and Supplies	\$	177,209					4	\$	177,20
5000 Services and Operating Exps	\$	426,034						\$	426,03
6000 Capital Outlay	\$	-						\$	-
7000 Other	\$	72,804						\$	72,80
TOTAL EXPENDITURES	\$	3,388,143	\$	65,187	S			S	3,453,33
OPERATING SURPLUS (DEFICIT)	\$	128,032	\$	(65,187)	\$			\$	62,84
OTHER SOURCES AND TRANSFERS IN									
OTHER USES AND TRANSFERS OUT									
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	s	128,032	\$	(65,187)	\$			\$	62,84
BEGINNING BALANCE	\$	613,871			\$	-		\$	613,87 676,71
CURRENT-YEAR ENDING BALANCE	\$	741,903	UME		\$			→ =000[8:8 × 5 8/70]	070,71
COMPONENTS OF ENDING BALANCE: Reserved Amounts	\$	1,100				İ	1	\$	1,10
Reserved Amounts Reserved for Economic Uncertainties	\$	150,000						\$	150,00
Board Designated Amounts	\$	141,155						\$	141,15
Unappropriated Amounts	\$	449,648						\$	384,46

A. Date of governing board approval of budget revisions in Col. 1

17-Jun-15

Contact Person:	Shalloy Leal			
Contact Person:	Shelley Leal			

CERTIFICATION #1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government	Code Section 3547.5, the Superintendent and Chief
Business Officer ofKit Carson Union School (I	District), hereby certify that the District can meet the
costs incurred under the Collective Bargaining Agr	eement between the District and the Kit Carson
Confidential Mgmt. and Classified staff during the term	n of the agreement from _July 1, 2015 to _June
30, 2016The budget revisions necessary to meet	the costs of the agreement in each year of its term are
as follows:	
	Budget Adjustment
Budget Adjustment Catergories	Increase (Decrease
Revenues/Other Financing Sources	
Expenditures/Other Financing Uses	25,852
Ending Balance Increase (Decrease)	(25,852)
N/A (No budget revisions necessary)	
N/A (No oudget revisions necessary)	
TulelBh	June 5, 2015
District Superintendent	Date
(Signature)	
1991	June 5, 2015
Chief Business Officer	Date
(Signature)	

IMPACT Or AROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET In Accordance with AB3141 (Statutes of 1994, Chapter 650) (G.C. 42142)

E	1	(Col. 1) atest Board proved Budget		(Col. 2) Adjustments as a Result of Settlement (from page 1)		(Col. 3) Other Revisions (provide explanation)	Note (Col.		(Col. 4) Total Impact on Budget 1+2+3)	(Col
REVENUES										_
Revenue Limit Source (8010-8099)	s	3,128,654	\$	-				1	\$ 3	,128,654
Remaining Revenues (8100-8799)	\$	387,521	\$	-				2	\$	387,521
5 TOTAL REVENUES	\$	- 3,516,175	\$			s			\$ 3	516,175
EXPENDITURES					+					
1000 Certificated Salaries	\$	1,524,259	\$	39,707	,				\$ 1,	,563,966
2000 Classified Salaries	\$	642,488	\$	16,611				3	\$	659,099
3000 Employees' Benefits	\$	545,349	\$	8,869					\$	554,218
4000 Books and Supplies	\$	177,209						4	\$	177,209
5000 Services and Operating Exps	\$	426,034							\$	426,034
6000 Capital Outlay	\$	(±							\$	-
7000 Other	\$	72,804							\$	72,804
TOTAL EXPENDITURES	\$	3,388,143	\$	65,187	s				\$	53,330
OPERATING SURPLUS (DEFICIT)	\$	128,032	\$	(65,187)	\$			1	s in the state of	62,845
OTHER SOURCES AND TRANSFERS IN										
OTHER USES AND TRANSFERS OUT										
CURRENT YEAR INCREASE	\$	128,032	\$ 1	(65,187)	\$			\$		62.45
	\$	613,871			\$	-		\$		13,871
TURRENT-YEAR ENDING BALANCE:	\$	741,903			\$			\$	6	1637416
	\$	1,100				ł		\$		1,100
	\$	150,000						\$		50,000
Board Designated Amounts	\$	141,155						\$		11.155
Unappropriated Amounts	\$	449,648						\$		34,461

A. Date of governing board approval of budget revisions in Col. 1

17-Jun-15

CERTIFICATION #1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

Code Section 3547.5, the Superintendent and Chie
(District), hereby certify that the District can meet th
greement between the District and the Kit Carson
m of the agreement from July 1, 2015 to June
t the costs of the agreement in each year of its term are
the desired of the agreement in each year of its term are
Budget Adjustment
Increase (Decrease
0
25,852
(25,852)
June 5, 2015
Date
June 5, 2015 Date

CERTIFICATION #2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarize	zes the financial implications of the proposed agreemen
U .	disclosure of the major provisions of the agreement (as
	llective Bargaining Agreement" in accordance with the
requirements of AB1200 and Government Code Section	
	June 17, 2015
District Superintendent (or Designee) (Signature)	Date
(Signature)	
Shelley Leal	559-582-2868
Contact Person	Phone
After public disclosure of the major provisions conta	ained in this summary, the Governing Board at its.
meeting onJune 17, 2015	
proposed Agreement with theConfidential Mgr	
	Ivma 17, 2015
President (or Clerk), Governing Board	June 17, 2015 Date
Signature)	

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

	K	it Carson Union	School District	
Name of Bargai	Ce	Confidential Mgmt. rtificated Classified w AgreementX	d_X	
The proposed ag	reement is a on	e year agreement	that covers the period begi	inning July 1.
2015an	d ending _June 3	30, 2016 and v	will be acted upon by the G	overning Board at its
meeting on J	une 17, 2015			

A.(1) Proposed Change in Compensation

	(1) Troposou onango in compe								
Compensation		Cost Prior to Proposed Agreement	Fiscal Imp	pact of Proposed Agreement (Decrease) and Percentage Change					
			Current Year 2015 - 2016	Year 2 20	Year 3 20				
1.	Base Salary		\$21,689	\$	\$				
		\$ 898,533	2.5%	%	%				
2.	Other Compensation – i.e. Stipends or Bonuses	0	\$0	\$	\$				
		\$	%	%	%				
3.	Total Salary - (Sum of 1 & 2)		\$ 21,689	\$	\$				
		\$ 898,533	2.5%	%	%				
4.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare		\$ 4,163	\$	\$				
		\$ 172,226	2.9%	%	%				
5.	Health/Welfare Benefits	\$ 225.546	\$ 0	\$	\$				
		\$ 225,546	%	%	%				
6.	Total Benefits - (Total Lines 4 & 5)	\$ 397,772	\$4,163	\$	\$				
		\$ 391,112	%	%	%				
7.	Total Compensation – (sum of 3 & 6)		\$25,852	\$	\$				
		\$ 1,296,305	2.0%	%	%				

A.(2)	Provide a brief narrative of the proposed change in compensation, including percentage
	change(s), effective date(s), and comments and explanations as necessary:
	District is offering a 2.5% salary increase on the salary schedule effective July 1, 2015.
В.	Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff
	development days, teacher prep time, etc.)
	N/A
:	IVA
-	
-	
_	
-	
_	
C. Wha	at are the specific impacts on instructional and support programs to accommodate the
	ement? Include the impact of non-negotiated changes such as staff reductions and
	gram reductions/eliminations.
	N/A
_	
-	
adalahnan	
	

	What contingency language is included in the proposed agreement? Include specific a
	identified for reopeners, applicable fiscal years, and specific contingency language.
	N/A
	Source of Funding for Proposed Agreement
	1. Current Year
	General Fund
	General Fund
-	
_	General Fund
m	ulti-year agreement, what is the source of funding, including assumptions used, to fun
ies	e obligations in future years? (Remember to include compounding effects in meeting
	gations) N/A
_	
	3A. For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections, growth, COLA, etc.
	Page 3 of

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

G. Certification

	mmarizes the financial implications of the proposed Board for public disclosure of the major provisions of nents of AB 1200 and G.C. 3547.5.
District Superintendent (Signature)	<u>June 5, 2015</u> Date
Contact Person: Shelley Leal	Telephone No.:582-2868

CERTIFICATION #1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government	Code Service 2547.5 11 G
In accordance with the requirements of Government	
Business Officer ofKit Carson Union School	
can meet the costs incurred under the Collective Bary	
Carson Educator's Association Bargaining Unit, during	
to _June 30, 2016The budget revisions necessar	y to meet the costs of the agreement in each year of its
term are as follows:	
	Budget Adjustment
Budget Adjustment Catergories	Increase (Decrease
Revenues/Other Financing Sources	
Expenditures/Other Financing Uses	39,335
Ending Balance Increase (Decrease)	(39,335)
	(e)qeeey
(No budget revisions necessary)	
2	
Tuld But	
	June 5,2015
District Superintendent (Signature)	Date
(organization)	
N GAL	June 5, 2015
Chief Business Officer Signature)	Date
Signature,	

CERTIFICATION #2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes and is submitted to the Governing Board for public disprovided in the "Public Disclosure of Proposed Collect requirements of AB1200 and Government Code Section 3	sclosure of the major provisions of the agreement (a stive Bargaining Agreement" in accordance with th
District Superintendent (or Designee) (Signature)	June 17, 2015 Date
Shelley LealContact Person	559-582-2868 Phone
After public disclosure of the major provisions contain meeting onJune 17, 2015	ned in this summary, the Governing Board at its
proposed Agreement with theKCEA	Bargaining
Unit.	Dargaining
	I 15 2215
resident (or Clerk), Governing Board Signature)	June 17, 2015 Date
	l l

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

	Kit Carson Union_	School District	
Name of Bargaining Unit: _	Kit Carson Educa CertificatedX New Agreement o	Classified	
The proposed agreement is a 2015and ending _Jume 17, 2015	ne 30, 201 and	ment that covers the period beginned will be acted upon by the Gove	ningJuly 1, erning Board at its

A.(1) Proposed Change in Compensation

	.(1) Proposed Change in Compe	7115411011			
	Compensation	Cost Prior to Proposed Agreement	Fiscal Imp	Pact of Propose Decrease) and Perce	d Agreement entage Change
			Current Year 2014 - 2015	Year 2 20	Year 3 20
1.	Base Salary		\$30,779	\$	\$
		\$ 1,357,916	2.5%	%	%
2.	Other Compensation – i.e. Stipends		\$3,850	\$	\$
	or Bonuses	\$13,525	28.5%	%	%
3.	Total Salary - (Sum of 1 & 2)		\$ 34,629	\$	\$
		\$ 1,371,441	2.5%	%	%
4.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare		\$4,706	\$	\$
		\$186,379	2.5%	%	%
5.	Health/Welfare Benefits	6 0	\$ 0	\$	\$
		\$ 0	%	%	%
6.	Total Benefits - (Total Lines 4 & 5)	\$186,379	\$4,706	\$	\$
7	Table Co.		%	%	%
7.	Total Compensation – (sum of 3 & 6)		\$39,335	\$	\$
	- /	\$ 1,557,820	2.5%	%	%

A.(2)	Provide a brief narrative of the proposed change in compensation, including percentage
	change(s), effective date(s), and comments and explanations as necessary:
	District is offering a 2.5% salary increase on the salary schedule effective July 1, 2015
	Some stipends have been increased to reward participation in extracurricular activities.
	Total increase in stipends is \$3,850 or 28.5%.
	Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.) N/A
-	
_	
_	
settle	at are the specific impacts on instructional and support programs to accommodate the ement? Include the impact of non-negotiated changes such as staff reductions and gram reductions/eliminations.
_]	N/A

	identified for reopeners, applicable fiscal years, and specific contingency language.
	N/A
	Source of Funding for Proposed Agreement
	1. Current Year
	General Fund
	2 How will the ongoing cost of the proposed agreement be funded in future years?
	2. How will the ongoing cost of the proposed agreement be funded in <u>future</u> years? General Fund
fı	General Fund
	General Fund multi-year agreement, what is the source of funding, including assumptions used, to fu
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding assumptions in future years? (Remember to include compounding effects in meet
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding assumptions in future years? (Remember to include compounding effects in meet
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding assumptions in future years? (Remember to include compounding effects in meet
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding assumptions in future years? (Remember to include compounding effects in meet
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding assumptions in future years? (Remember to include compounding effects in meet
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to funding assumptions in future years? (Remember to include compounding effects in meet
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to function the second sec
he	General Fund multi-year agreement, what is the source of funding, including assumptions used, to fuse obligations in future years? (Remember to include compounding effects in meet ligations) N/A 3A. For multi-year agreements, please provide a multi-year financial projecti
1e	General Fund multi-year agreement, what is the source of funding, including assumptions used, to function the second sec

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

G. Certification

II	summarizes the financial implications of the proposed ag Board for public disclosure of the major provisions of rements of AB 1200 and G.C. 3547.5.
District Superintendent	<u>June 17,2015</u> Date
(Signature) Contact Person: Shelley Leal	Telephone No.:582-2868

Kit Carson Union School District Certificated Salary Schedule 2015/2016

TOTAL COMPENSATION

	BA	+15	+30	+45	+60
	Α	В	С	D	E
1	53,556	55,008	56,472	57,938	59,403
2	55,008	56,472	57,938	59,403	60,870
3		57,938	59,403	60,870	62,335
4		59,403	60,870	62,335	63,799
5		60,870	62,335	63,799	65,265
6		62,335	63,799	65,265	66,733
7		63,799	65,265	66,733	68,196
8		65,265	66,733	68,196	69,663
9			68,196	69,663	71,127
10			69,663	71,127	72,593
11			71,127	72,593	74,057
12			72,593	74,057	75,524
13			74,057	75,524	76,987
14				76,987	78,452
15				78,452	79,918
16				79,918	81,383
17					82,860
18					85,581

Longevity Stipend @ 21 years of credited service \$1,500 Longevity Stipend @ 24 years of credited service \$1,500 Master's Degree \$1,000

TOTAL COMPENSATION SALARY SCHEDULE-

IT IS YOUR RESPONSIBILTY TO PURCHASE DISTRICT HEALTH PLAN

KIT CARSON UNION SCHOOL DISTRICT CLASSIFIED SALARY 2015-2016 SALARY SCHEDULE

	A	В	С	D	E		
1.	.0 11.5	1 11.85	12.2	1 12.5	57 12	.96	
1.	.5 11.88	12.21	12.5	7 12.9	96 13.	.33 Yard Duty	
2.	0 12.21	12.57	12.96	13.3	13.	74 Food Service Worker 1	
2.	5 12.57	12.96	13.33	13.7	4 14.	15 Food Service Worker 2, Custodian, Latchkey Aide	
3.0	0 12.96	13.33	13.74	14.1	5 14.	57	
3.5	5 13.33	13.74	14.15	14.5	7 15.0	02	
4.0	13.74	14.15	14.57	15.0	2 15.4	47 Latchkey Program Coordinator	
4.5	14.15	14.57	15.02	15.4	7 15.9	22 Custodian/Groundskeeper, Instructional Aide	
5.0	14.57	15.02	15.47	15.9	2 16.4	11	
5.5	15.02	15.47	15.92	16.4	16.9	90	
6.0	15.47	15.92	16.41	16.90	17.4	10	
6.5	15.92	16.41	16.90	17.40	17.9	3	
7.0	16.41	16.90	17.40	17.93	18.4		
7.5	16.90	17.40	17.93	18.47	19.0	ELL 2, Account Technician, School Secretary, 2 Librarian	
8.0	17.40	17.93	18.47	19.02	19.59		
8.5	17.93	18.47	19.02	19.59	20.1	Bus Driver/Maint.& 7 Repair/Custodian/Groundskeeper	
9.0	18.47	19.02	19.59	20.17	20.78		
9.5	19.02	19.59	20.17	20.78	21.40		
10.0	19.59	20.17	20.78	21.40	22.05		
10.5	20.17	20.78	21.40	22.05	22.71		
11.0	20.78	21.40	22.05	22.71	23.39	Computer Lab Aide, Student Specialist, LVN Health Aide	
11.5	21.40	22.05	22.71	23.39	24.09		
12.0	22.05	22.71	23.39	24.09	24.82		
12.5	22.71	23.39	24.09	24.82	25.57	Subgroup support specialist	
13.0	23.39	24.09	24.82	25.57	26.33		
13.5	24.09	24.82	25.57	26.33	27.11		
14.0	24.82	25.57	26.33	27.11	27.93		
14.5	25.57	26.33	27.11	27.93	28.77	Technology Support Specialist	
15.0	26.33	27.11	27.93	28.77	29.63		
15.5	27.11	27.93	28.77	29.63	30.52		
16.0	27.93	28.77	29.63	30.52	31.43		
16.5	28.77	29.63	30.52	31.43	32.37		
17.0	29.63	30.52	31.43	32.37	33.35		
17.5	30.52	31.43	32.37	33.35		After School Music Instructor	
18.0	31.43	32.37	33.35	34.35	35.37		

Health Insurance Cap: \$15,036.36

Longevity: Upon six (6) years of service to Kit Carson Union School District, an employee is to receive \$1 per month for ach year of service from six (6) to twenty (20) years.

KIT CARSON UNION SCHOOL DISTRICT SUPERINTENDENT/PRINCIPAL 2015/2016

Paid

Position

Superintendent/Principal

Days/Year	Step 1	Step 2	Step 3	Step 4	Step 5
225*	113,484	115,186	116,914	118,668	120,447

*Includes Vacation Days

Note: Last approved by Board

KIT CARSON UNION SCHOOL DISTRICT MANAGEMENT SALARY 2015/2016

Certificated:

Paid

PositionLearning Director

Days/Year Step 1		Step 2 Step 3		Step 4 Step 5	
205	77,615	80,848	84,217	87,726	91,382

Classified:

Paid

Position

Days/Year

Director of Fiscal Services
Director of Facilities and Operation
Administrative Secretary
Food Service Supervisor

261*	65,222	67,939	70,771	73,719	76,791
261*	52,540	54,730	57,009	59,385	61,859
261*	42,576	44,349	46,197	48,123	50,128
215*	42,323	43,593	44,901	46,248	47,635

^{*}Includes Holidays & Vacation Days