



**CLOVIS UNIFIED SCHOOL DISTRICT**  
1450 Herndon Avenue • Clovis, California 93611-0599

**GOVERNING BOARD MEETING**

**July 26, 2017**

***Technology Service Center - 2nd Floor Conference Room  
1670 David E. Cook Way, Clovis, California***

**6:00 P.M. – CLOSED SESSION**

**6:30 P.M. – PUBLIC SESSION**

**Regular Meeting**

**AGENDA**

View Meeting Video: <https://vimeo.com/227196657>

*Additional information regarding this agenda may be viewed through the District's website at  
<http://www.cusd.com/board/meetings.htm>*

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Superintendent's Office at 327-9100. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

Public records relating to an open session agenda item of a regular meeting that are distributed within 72 hours prior to the meeting will be available for public inspection at the District Office, 1450 Herndon Avenue, Clovis, California.

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. CLOSED SESSION**

1. STUDENT DISCIPLINE AND OTHER CONFIDENTIAL STUDENT MATTERS (Education Code §48900 et seq. and §35146)
2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/SUSPENSION (Gov't. Code §54957)
3. APPOINTMENT/EMPLOYMENT OF INDIVIDUALS IN POSITIONS LISTED IN BOARD POLICY EXHIBITS NO. 6401, 6402, 6403, 6404, 6405 AND 6407 (Gov't. Code §54957)
4. APPOINTMENT/EMPLOYMENT OF PRINCIPAL, CLOVIS HIGH SCHOOL (Gov't Code §54957)
5. APPOINTMENT/EMPLOYMENT OF PRINCIPAL, CLOVIS WEST HIGH SCHOOL (Gov't Code §54957)
6. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov't Code §54956.9 (d)(1)) (1:13-CV-01043-AWI-MJS)
7. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov't. Code §54956.8) – APN 580-080-02 and 580-080-16 International and Minnewawa, Clinton and Fowler, Locan and Shields – Agency Negotiator: Assoc. Superintendent, Administrative Svcs.

8. CONFERENCE WITH LABOR NEGOTIATORS (Gov't. Code §54957.6) Agency Negotiator – Eimear O'Farrell, Ed.D., Supt. Negotiating Parties – Ops. Unit (Represented by CSEA Clovis Chapter 250)

**D. RECONVENE FOR PUBLIC SESSION**

**E. PLEDGE OF ALLEGIANCE**

**F. INVOCATION**

**G. RECOGNITION OF VISITORS**

**H. APPROVAL OF MINUTES**

1. July 12, 2017, Regular Governing Board Meeting Minutes and July 18, 2017, Special Governing Board Minutes

Approve the minutes of the July 12, 2017, regular Governing Board meeting and July 18, 2017, special Governing Board meeting, as submitted.

*(Action to add to or delete items from any portion of the agenda or to discuss any consent agenda items must be taken PRIOR to adoption of the agenda.)*

**I. ADOPTION OF AGENDA**

**J. PUBLIC PRESENTATIONS**

*This time is reserved for individuals who may wish to address the Board regarding a matter that is not included on the agenda. Presentations are limited to three minutes per individual. Please note that because the items brought up by the public during this time are not on the agenda, the Governing Board may not discuss or act upon such items.*

**K. CLOSED SESSION MOTIONS**

**L. CONSENT**

1. Conference Requests  
Approve the Conference Requests, as submitted.
2. Student Trip Requests  
Approve the Student Trip Requests, as submitted.
3. Ratification of Purchase Orders, District Contracts \$25,000 or Less, and Check Register  
Ratify Purchase Orders, District Contracts \$25,000 or less, and Warrants numbered 563837 – 564430.
4. Change Orders  
Approve the Change Orders, as submitted.

**M. ACTION**

*In general (unless otherwise noted), these items were seen for Information at the prior Board meeting and will be voted on at this meeting. Agenda items titled "Annual" are recurring items submitted to the Board for approval yearly.*

1. English Learners Master Plan Revision  
Authorize the Superintendent or designee to approve the revised Clovis Unified Master Plan – A Guide to Services for English Learners, as submitted.
2. Annual Memorandum of Understanding with the California Teaching Fellows Foundation  
Ratify a Memorandum of Understanding with the California Teaching Fellows Foundation (CTFF) effective August 21, 2017, through June 29, 2018, in order to provide additional instructional assistants and direct support to all students who qualify for Clovis Unified's Afterschool Education and Safety (ASES) program.
3. New Teacher Center Induction Program and Professional Learning

- Authorize the Superintendent or designee to enter into an agreement with the New Teacher Center Induction Program and Mentor Professional Learning Series, as submitted.
4. Annual Agreement with Career Cruising 2017-18  
Authorize the Superintendent or designee to enter into an annual agreement with Career Cruising, as submitted.
  5. Donation/Disposal of Surplus Equipment  
Authorize the Superintendent or designee to donate surplus equipment in accordance with Board Policy No. 4603 and California Education Code section 17546, as submitted.
  6. Authorized Signatures – Check and Payroll Registers  
Authorize the Superintendent, Associate Superintendent for Administrative Services, Assistant Superintendent for Business Services, and Director of Budget and Finance to continue approving and signing check registers and payroll registers, and authorize the Assistant Superintendent for Business Services to receive all District financial mail.
  7. Placement of Special Education Students in a Residential Treatment Facility and Non-Public School  
Authorize Clovis Unified to enter into agreements with a non-public school and a residential treatment facility to address the unique educational needs of District Special Education students.
  8. Provisional Internship Permits  
Approve the Provisional Internship Permits for the recommended teaching candidates, as submitted.
  9. Revised Board Policy No. 4203 – Expense Accounts, Reimbursements & Authorized Expenses  
Approve revisions to Board Policy No. 4203 – *Expense Accounts, Reimbursements and Authorized Expenses*, as submitted.
  10. Resolution No. 3605 – Annual Participation in "Lights on Afterschool" 2017-18  
Adopt Resolution No. 3605 authorizing Clovis Unified School District's Afterschool Education and Safety (ASES) and Campus Club afterschool programs to participate in the 18<sup>th</sup> Annual National "Lights on Afterschool" event on October 26, 2017.
  11. Resolution No. 3600 – Exemption to the Separation-from-Service Requirement  
Adopt Resolution No. 3600, an Exemption to the Separation-from-Service Requirement for the 2017-18 school year (Education Code § 24214.5 or 26812).
  12. Resolution No. 3601 – Exemption to the Separation-from-Service Requirement  
Adopt Resolution No. 3601, an Exemption to the Separation-from-Service Requirement for the 2017-18 school year (Education Code § 24214.5 or 26812).
  13. Administrator Contracts  
Ratify the employment contracts for the Assistant Superintendent, Clovis West Area and the Administrator, Facility Services, as submitted.

## **N. INFORMATION**

*Unless otherwise noted, these items are on the agenda to provide time for Board members to review prior to taking action on the items at the next Board meeting. Agenda items titled "Annual" are recurring items submitted to the Board for approval yearly.*

1. Williams Settlement Complaint Summary Report – Fourth Quarter 2016-17 School Year  
Accept the fourth quarter summary report of complaints related to the requirements of the Williams Lawsuit Settlement, as submitted.
2. Variable Term Waiver Renewal Requests  
Approve the Variable Term Waiver Renewal Requests, as submitted.

## **O. BOARD SUBCOMMITTEE REPORTS**

1. Budget (Budd, Casado, Hovsepian)
2. Center for Advanced Research and Technology (CART) (Sandoval)
3. City of Clovis/Clovis Unified Governing Board Joint Meeting (Heryford, Sandoval)
4. Curriculum (Budd, Hovsepian, Van Volkinburg)
5. Facilities (Fogg, Heryford, Sandoval)

**P. BOARD MEMBER REPORTS**

**Q. SUPERINTENDENT'S REPORT**

**R. ADJOURNMENT**

**Title:** July 12, 2017, Regular Governing Board Meeting Minutes and  
July 18, 2017, Special Governing Board Minutes

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**CONTACT PERSON:** Susan Wise

**FOR INFORMATION:**

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Approve the minutes of the July 12, 2017, regular Governing Board meeting and July 18, 2017, special Governing Board meeting, as submitted.

**DISCUSSION:**

**FISCAL IMPACT/FUNDING SOURCE:**

**ATTACHMENTS:**

Description	Upload Date	Type
Minutes - July 12, 2017, Regular Governing Board Meeting	7/20/2017	Backup Material
Minutes - July 18, 2017, Special Governing Board Meeting	7/19/2017	Backup Material

**REVISIONS:**



**CLOVIS UNIFIED SCHOOL DISTRICT**  
1450 Herndon Avenue • Clovis, California 93611-0599

## **MINUTES**

### **GOVERNING BOARD MEETING**

**July 12, 2017**

***Technology Service Center - 2nd Floor Conference Room  
1670 David E. Cook Way, Clovis, California***

**5:30 P.M. – CLOSED SESSION**

**6:30 P.M. – PUBLIC SESSION**

### **Regular Meeting AGENDA**

View Meeting Video: <https://vimeo.com/225347041>

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#### **A. CALL TO ORDER**

Board President Sandra Budd called the regular Governing Board meeting to order at 5:30 p.m.

#### **B. ROLL CALL**

##### Board Members Present:

Sandra A. Budd, President

Brian D. Heryford, Vice-President

Elizabeth J. Sandoval, Clerk (*arrived at 6:00 p.m.*)

Christopher Casado, Member

Steven G. Fogg, M.D., Member

Ginny Hovsepian, Member

Jim Van Volkinburg, D.D.S., Member

##### District Administrators Present:

Eimear O'Farrell, Ed.D., Superintendent

Don Ulrich, Ed.D., Deputy Superintendent

Karen Samman, General Legal Counsel

Susan Wise, Administrative Specialist

President Budd asked if anyone present wished to address the Board relative to items that would be considered in Closed Session. At 5:31 p.m., the Governing Board adjourned to Closed Session to discuss the following matters:

### **C. CLOSED SESSION**

1. STUDENT DISCIPLINE AND OTHER CONFIDENTIAL STUDENT MATTERS (Education Code §48900 et seq. and §35146)
2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/SUSPENSION (Gov't. Code §54957)
3. APPOINTMENT/EMPLOYMENT OF INDIVIDUALS IN POSITIONS LISTED IN BOARD POLICY EXHIBITS NO. 6401, 6402, 6403, 6404, 6405 AND 6407 (Gov't. Code §54957)
4. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov't Code §54956.9 (d)(1)) (1:13-CV-01043-AWI-MJS)
5. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov't. Code §54956.8) – APN 580-080-02 and 580-080-16 International and Minnewawa, Clinton and Fowler, Locan and Shields – Agency Negotiator: Assoc. Superintendent, Administrative Svcs.
6. CONFERENCE WITH LABOR NEGOTIATORS (Gov't. Code §54957.6) Agency Negotiator – Eimear O'Farrell, Ed.D., Supt. Negotiating Parties – Contracted Emps., Superintendent, Cert. Mgmt., Cert. Teachers, Class. Emps., Class. Mgmt. & Ops. Unit (Represented by CSEA Clovis Chapter 250)

### **D. RECONVENE FOR PUBLIC SESSION**

Board President Budd reconvened the public meeting at 6:30 p.m.

### **E. PLEDGE OF ALLEGIANCE**

Board Vice-President Brian Heryford led the Pledge of Allegiance.

### **F. INVOCATION**

Board Member Steven Fogg led the Invocation.

### **G. RECOGNITION OF VISITORS**

Board President Budd welcomed the visitors present and explained the procedures for addressing the Board.

### **H. APPROVAL OF MINUTES**

1. June 28, 2017, Regular Governing Board Meeting Minutes  
Approved the minutes of the June 28, 2017, regular Governing Board meeting, as submitted.  
  
Motion: Approve, Moved By Board Member Chris Casado, Seconded by Board Member Jim Van Volkinburg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

*(Action to add to or delete items from any portion of the agenda or to discuss any consent agenda items must be taken PRIOR to adoption of the agenda.)*

### **I. ADOPTION OF AGENDA**

The Board approved the agenda as amended to delete Action Item M-11 as it was no longer needed.

Motion: Approve, Moved By Board Member Ginny Hovsepien, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien,

Sandoval, Van Volkinburg

## **J. PUBLIC PRESENTATIONS**

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## **K. CLOSED SESSION MOTIONS**

The Board approved all routine Personnel Matters, as submitted.

Motion: Approve, Moved By Board Member Steven Fogg, Seconded by Board Member Jim Van Volkinburg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

## **L. CONSENT**

### **1. Donation of Automobile – Clovis West High School**

Accepted the donation of a 2007 Volkswagen Jetta to the Clovis West High School Automotive Program.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

### **2. Conference Requests**

Approved the Conference Requests, as submitted.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

### **3. Fundraiser Requests**

Approved the Fundraiser Requests, as submitted.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

### **4. Student Trip Requests**

Approved the Student Trip Requests, as submitted.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

### **5. Voluntary Community Recreation Programs**

Approved the Voluntary Community Recreation Programs, as submitted.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepien, Sandoval, Van Volkinburg

### **6. Ratification of Purchase Orders, District Contracts \$25,000 or Less, and Check Register**

Ratified Purchase Orders, District Contracts \$25,000 or less, and Warrants numbered 563205 – 563836.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member



Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg

**7. Change Orders**

Approved the Change Orders, as submitted.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg

**M. ACTION**

*In general (unless otherwise noted), these items were seen for Information at the prior Board meeting and will be voted on at this meeting. Agenda items titled "Annual" are recurring items submitted to the Board for approval yearly.*

**1. Annual Agreement with the College Board – PSAT/NMSQT Assessment**

Authorized the Superintendent or designee to enter into an Early Participation Program (EPP) with the College Board to allow intermediate and high school students to take the Preliminary SAT/National Merit Scholarship Qualifying Tests (PSAT/NMSQT).

Motion: Approve, Moved By Board Member Ginny Hovsepian, Seconded by Board Member Chris Casado. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg

**2. Resolution No. 3599 – Annual Agreement for Child Development Services – California State Preschool Program 2017-18**

Adopted Resolution No. 3599 authorizing the District Superintendent or designee to enter into an annual agreement with the California Department of Education (CDE) for services to be provided to Clovis Unified School District children effective July 1, 2017, through June 30, 2018.

Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg

**3. Annual Agreement with JDT Consultants**

Authorized Clovis Unified to enter into an annual agreement with JDT Consultants, a non-public agency, to provide educationally related therapeutic behavior intervention services to eligible Special Education students as described in their Individualized Education Programs (IEPs).

Motion: Approve, Moved By Board Member Jim Van Volkinburg, Seconded by Board Member Betsy Sandoval. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg

**4. Annual Agreement with Educational Mental Health Associates**

Authorized Clovis Unified to enter into an annual agreement with Educational Mental Health Associates to provide educationally related mental health services to eligible Special Education students as described in their Individualized Education Programs (IEPs).

Motion: Approve, Moved By Board Member Ginny Hovsepian, Seconded by Board Member Jim Van Volkinburg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg

**5. Placement of a Special Education Student in a Non-Public School**

Authorized Clovis Unified to enter into an agreement for a student to attend Creative Alternatives, a non-public school in Fresno, California.

Motion: Approve, Moved By Board Member Chris Casado, Seconded by Board Member Jim Van Volkinburg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford,

Hovsepian, Sandoval, Van Volkinburg

6. Agreement with Corwin, a SAGE Company, for Visible Learning Plus Professional Development Program  
Authorized the Superintendent or designee to enter into an agreement with Corwin, a SAGE Company, to provide the Visible Learning Plus professional development program Districtwide, as submitted.  
  
Motion: Approve, Moved By Board Member Chris Casado, Seconded by Board Member Betsy Sandoval. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg
7. Agreement with Corwin, a SAGE Company, for Doug Fisher Professional Development  
Authorized the Superintendent or designee to enter into an agreement with Corwin, a SAGE Company, to provide Districtwide professional development workshops with Professor and Teacher Leader Doug Fisher, as submitted.  
  
Motion: Approve, Moved By Board Member Chris Casado, Seconded by Board Member Jim Van Volkinburg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg
8. Addendum to CART Operating Agreement  
Approved an addendum to the Center for Advanced Research and Technology (CART) Operating Agreement, as submitted.  
  
Motion: Approve, Moved By Board Member Betsy Sandoval, Seconded by Board Member Steven Fogg. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg
9. Provisional Internship Permits  
Approved the Provisional Internship Permits for recommended teaching candidates, as submitted.  
  
Motion: Approve, Moved By Board Member Chris Casado, Seconded by Board Member Betsy Sandoval. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg
10. Authorization to Enter into Lease Agreement via Piggyback from Educational and Institutional Cooperative Services  
Approved the purchase/lease of supplies and equipment utilizing various contracts from Educational and Institutional Cooperative Services (E&I) and recognized that it is in the District's best interest to make the purchase without advertising for bids pursuant to Public Contract Code Section 20118.  
  
Motion: Approve, Moved By Board Member Chris Casado, Seconded by Board Member Brian Heryford. Passed. 7-0. Board Members voting Ayes: Budd, Casado, Fogg, Heryford, Hovsepian, Sandoval, Van Volkinburg
11. Resolution No. 3602 – Non-Reelection of Certificated Teacher  
Upon the adoption of the agenda, the Board voted to delete this item from the agenda.

## **N. INFORMATION**

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1. English Learners Master Plan Revision

Authorize the Superintendent or designee to approve the revised Clovis Unified Master Plan – A Guide to Services for English Learners, as submitted.

2. Annual Memorandum of Understanding with the California Teaching Fellows Foundation  
Ratify a Memorandum of Understanding with the California Teaching Fellows Foundation (CTFF) effective August 21, 2017, through June 29, 2018, in order to provide additional instructional assistants and direct support to all students who qualify for Clovis Unified's Afterschool Education and Safety (ASES) program.
3. New Teacher Center Induction Program and Professional Learning  
Authorize the Superintendent or designee to enter into an agreement with the New Teacher Center Induction Program and Mentor Professional Learning Series, as submitted.
4. Annual Agreement with Career Cruising 2017-18  
Authorize the Superintendent or designee to enter into an annual agreement with Career Cruising, as submitted.
5. Donation/Disposal of Surplus Equipment  
Authorize the Superintendent or designee to donate surplus equipment in accordance with Board Policy No. 4603 and California Education Code section 17546, as submitted.
6. Authorized Signatures – Check and Payroll Registers  
Authorize the Superintendent, Associate Superintendent for Administrative Services, Assistant Superintendent for Business Services, and Director of Budget and Finance to continue approving and signing check registers and payroll registers, and authorize the Assistant Superintendent for Business Services to receive all District financial mail.
7. Placement of Special Education Students in a Residential Treatment Facility and Non-Public School  
Authorize Clovis Unified to enter into agreements with a non-public school and a residential treatment facility to address the unique educational needs of District Special Education students.
8. Provisional Internship Permit  
Approve the Provisional Internship Permit for a recommended teaching candidate, as submitted.
9. Revised Board Policy No. 4203 – *Expense Accounts, Reimbursements & Authorized Expenses*  
Approve revisions to Board Policy No. 4203 – *Expense Accounts, Reimbursements and Authorized Expenses*, as submitted.
10. Resolution No. 3605 – Annual Participation in "Lights on Afterschool" 2017-18  
Adopt Resolution No. 3605 authorizing Clovis Unified School District's Afterschool Education and Safety (ASES) and Campus Club afterschool programs to participate in the 18<sup>th</sup> Annual National "Lights on Afterschool" event on October 26, 2017.
11. Resolution No. 3600 – Exemption to the Separation-from-Service Requirement  
Adopt Resolution No. 3600, an Exemption to the Separation-from-Service Requirement for the 2017-18 school year (Education Code § 24214.5 or 26812).
12. Resolution No. 3601 – Exemption to the Separation-from-Service Requirement  
Adopt Resolution No. 3601, an Exemption to the Separation-from-Service Requirement for the 2017-18 school year (Education Code § 24214.5 or 26812).

**O. BOARD SUBCOMMITTEE REPORTS**

1. Budget (Budd, Casado, Hovsepian)

This Subcommittee did not meet.

2. Center for Advanced Research and Technology (CART) (Sandoval)

This Subcommittee did not meet.

3. Curriculum (Budd, Hovsepian, Van Volkinburg)

This Subcommittee did not meet.

4. Facilities (Fogg, Heryford, Sandoval)

This Subcommittee did not meet.

**P. BOARD MEMBER REPORTS**

**Q. SUPERINTENDENT'S REPORT**

**R. ADJOURNMENT**

There being no further business before the Governing Board, the meeting was adjourned at 6:52 p.m.

RESPECTFULLY SUBMITTED:

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Clerk

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Secretary



**CLOVIS UNIFIED SCHOOL DISTRICT**  
1450 Herndon Avenue • Clovis, California 93611-0599

## **MINUTES**

### **SPECIAL GOVERNING BOARD MEETING**

**July 18, 2017**

***District Office West Large Conference Room  
1450 Herndon Avenue, Clovis CA 93611***

**3:15 P.M. – CLOSED SESSION**

### **Special Meeting AGENDA**

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#### **A. CALL TO ORDER**

Board President Sandra Budd called the regular Governing Board meeting to order at 3:20 p.m.

#### **B. ROLL CALL**

##### Board Members Present:

Sandra A. Budd, President  
Brian D. Heryford, Vice-President  
Elizabeth J. Sandoval, Clerk  
Ginny Hovsepian, Member

##### Board Members Absent:

Christopher Casado, Member  
Steven G. Fogg, M.D., Member  
Jim Van Volkinburg, D.D.S., Member

##### District Administrators Present:

Eimear O'Farrell, Ed.D., Superintendent  
Michael Johnston, Associate Superintendent  
Susan Wise, Administrative Specialist

#### **C. PUBLIC COMMENTS ON CLOSED SESSION AGENDA**

President Budd asked if anyone present wished to address the Board relative to items that would be considered in Closed Session. At 3:21 p.m., the Governing Board adjourned to Closed Session to discuss the following matters:

#### **D. CLOSED SESSION**

1. APPOINTMENT/EMPLOYMENT OF INDIVIDUALS IN POSITIONS LISTED IN BOARD POLICY EXHIBITS NO. 6401, 6402, 6403, 6404, 6405 AND 6407 (Gov't. Code §54957)
2. APPOINTMENT/EMPLOYMENT OF ASSISTANT SUPERINTENDENT, CLOVIS WEST AREA (Gov't Code §54957)
3. APPOINTMENT/EMPLOYMENT OF ADMINISTRATOR, FACILITY SERVICES (Gov't Code §54957)
4. APPOINTMENT/EMPLOYMENT OF COORDINATOR, BUDGET AND FINANCE (Gov't Code §54957)

#### **E. RECONVENE FOR PUBLIC SESSION**

Board President Budd reconvened the public meeting at 3:54 p.m.

#### **F. CLOSED SESSION MOTIONS**

Approved the appointment of current Clovis West High School Principal Marc Hammack, Ed.D., to the position of Assistant Superintendent, Clovis West Area, effective July 19, 2017. The Governing Board will vote to ratify the employment contract for the Assistant Superintendent, Clovis West Area at its next regularly scheduled Board meeting on July 26, 2017.

Motion: Approve, Moved By Board Member Brian Heryford, Seconded by Board Member Betsy Sandoval. Passed. 4-0. Board Members voting Ayes: Budd, Heryford, Hovsepian, Sandoval Board Members voting Absent: Casado, Fogg, Van Volkinburg

Approved the appointment of current Clovis High School Principal Denver Stairs to the position of Administrator, Facility Services, effective July 19, 2017. The Governing Board will vote to ratify the employment contract for the Administrator, Facility Services at its next regularly scheduled Board meeting on July 26, 2017.

Motion: Approve, Moved By Board Member Ginny Hovsepian, Seconded by Board Member Brian Heryford. Passed. 4-0. Board Members voting Ayes: Budd, Heryford, Hovsepian, Sandoval Board Members voting Absent: Casado, Fogg, Van Volkinburg

Approved current Senior Accountant Kyle Ellis to the position of Coordinator, Budget and Finance, effective July 19, 2017.

Motion: Approve, Moved By Board Member Ginny Hovsepian, Seconded by Board Member Betsy Sandoval. Passed. 4-0. Board Members voting Ayes: Budd, Heryford, Hovsepian, Sandoval Board Members voting Absent: Casado, Fogg, Van Volkinburg

#### **G. ADJOURNMENT**

There being no further business before the Governing Board, the meeting was adjourned at 3:56 p.m.

RESPECTFULLY SUBMITTED:

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Clerk

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Secretary

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**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:**

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Approve the Conference Requests, as submitted.

**DISCUSSION:**

A list of Conference Requests submitted for Board approval is attached.

**FISCAL IMPACT/FUNDING SOURCE:**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Conference Requests - 7-26-17	7/18/2017	Backup Material

**REVISIONS:**

**Conference Requests****July 26, 2017**

<b>Departure</b>	<b>Return</b>	<b>Attendee</b>	<b>Site/Dept</b>	<b>Account</b>	<b>Conference</b>	<b>Location</b>	<b>Purpose for Attending</b>
8/1/2017	8/5/2017	Michael Johnston	Admin Services	Administrative Services	ASBO Executive Board Meeting	Washington, D.C.	Gain leadership training and global perspective on issues related to school business leadership
8/30/2017	9/3/2017	Brian Sharar	Educational Services	Sports & Rec/CEHS Area	American Swim Coaches Association World Clinic	Washington, D.C.	Attend coaches clinic
9/12/2017	9/17/2017	John McGough	Aquatics	Aquatics	United States Aquatics Sports Convention	Dallas, TX	Attend USA Swimming convention
9/20/2017	9/25/2017	Michael Johnston	Admin Services	Administrative Services	ASBO Executive Board Meeting, Annual Meeting & Expo	Denver, CO	Gain leadership training and global perspective on issues related to school business leadership
10/16/2017	10/20/2017	Seth Chambers	CART	Conf/Trvl ROP Video	Adobe Max	Las Vegas, NV	Training and informational conference for Registered Adobe Educators/Leaders



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**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:**

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Approve the Student Trip Requests, as submitted.

**DISCUSSION:**

A list of Student Trip Requests submitted for Board approval is attached.

**FISCAL IMPACT/FUNDING SOURCE:**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Student Trip Requests - 7-26-17	7/17/2017	Backup Material

**REVISIONS:**

**Student Trip Requests**  
**July 26, 2017, Governing Board Meeting**

<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
46390	AQUA Clovis Swim Club	9/12/2017 6:00	9/17/2017 21:00	AQUA-NONE-BrdApp	Dallas, TX	0
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45552	BHS Girls Water Polo	9/15/2017 6:00	9/16/2017 20:00	BHS/ATH-0500-Van-BrdApp	Roseville, CA	12
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45833	BHS Boys Water Polo	9/15/2017 7:00	9/16/2017 21:00	BHS/ATH-0500-Van-BrdApp	Walnut Creek, CA	18
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45594	BHS Cross Country	9/16/2017 9:00	9/17/2017 22:00	BHS/ATH-0500-CharterBus-BrdApp	Norco, CA	75
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45553	BHS Girls Water Polo	9/22/2017 6:00	9/23/2017 20:00	BHS/ATH-0500-Van-BrdApp	Roseville, CA	12
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45595	BHS Cross Country	10/13/2017 6:00	10/14/2017 15:00	BHS/ATH-0500-CharterBus-BrdApp	Folsom, CA	80
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45896	BHS Boys Water Polo	10/19/2017 7:00	10/21/2017 12:00	BHS/ATH-0500-Van-BrdApp	San Jose, CA	18
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
46382	CEHS Girls Water Polo	10/27/2017 6:00	10/28/2017 21:00	CEH/ATH-FDN-Van-BrdApp	Napa, CA	14
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45937	CHS Marching Band	10/27/2017 16:00	10/29/2017 23:45	CHS-0500-CharterBus-BrdApp	Las Vegas, NV	140
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45942	BHS Wrestling	11/30/2017 16:00	12/1/2017 22:00	BHS/ATH-0500-Van-BrdApp	Sacramento, CA	14
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45944	BHS Wrestling	12/8/2017 17:00	12/9/2017 23:00	BHS/ATH-0500-Van-BrdApp	Elk Grove, CA	14
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45946	BHS Wrestling	12/14/2017 8:00	12/17/2017 22:00	BHS/ATH-0500-Van-BrdApp	Reno, NV	16
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45952	BHS Wrestling	1/18/2018 6:00	1/20/2018 23:00	BHS/ATH-0500-Van-BrdApp	Morro Bay, CA	12
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45954	BHS Wrestling	2/1/2018 16:00	2/3/2018 22:00	BHS/ATH-0500-Van-BrdApp	San Jose, CA	14
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45917	BHS Track & Field	4/6/2018 7:00	4/8/2018 17:00	BHS/ATH-0500-Van-BrdApp	Arcadia, CA	28
<b>Trip ID</b>	<b>Trip Name</b>	<b>Start Time</b>	<b>Return Time</b>	<b>Account:</b>	<b>Destination</b>	<b>Passengers</b>
45840	BHS Grad Nite 2018	5/31/2018 15:00	6/1/2018 10:00	BHS-FDN-CharterBus-BrdApp	TBD	325

**Title:** Ratification of Purchase Orders, District Contracts \$25,000 or Less, and Check Register

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**CONTACT PERSON:** Michael Johnston

**FOR INFORMATION:**

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Ratify Purchase Orders, District Contracts \$25,000 or less, and Warrants numbered 563837 – 564430.

**DISCUSSION:**

District Administration recommends ratification of the Purchase Orders and District Contracts for the period of June 28, 2017–July 10, 2017, as well as the Warrant register for June 28, 2017–July 6, 2017. This information is available for review in the Purchasing and Accounting departments. Questions may be directed to the Business Services Department at 327-9127.

**FISCAL IMPACT/FUNDING SOURCE:**

**REVISIONS:**

**CONTACT PERSON:** Michael Johnston

**FOR INFORMATION:**

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Approve the Change Orders, as submitted.

**DISCUSSION:**

Change Order Number	Contract/Bid Number	Project Type	Site(s)	DSA Number
01	BHS-05	Modernization – 2017	Buchanan High School	02-115416
01	BHS-09	Modernization – 2017	Buchanan High School	02-115416
01	BHS-12	Modernization – 2017	Buchanan High School	02-115416

**FISCAL IMPACT/FUNDING SOURCE:**

As noted in attachment.

**ATTACHMENTS:**

Description	Upload Date	Type
Change Orders	7/13/2017	Backup Material

**REVISIONS:**

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## Contract Change Order No. 01

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<b>Project</b>	Buchanan High School Modernization - 2017	<b>Date</b>	7/13/2017
<b>Bid #</b>	2684		
<b>DSA #</b>	02-115416		
<b>Contract / Bid No.</b>	BHS-05 (Contract 3170727/Bid # 2684)		Page 1 of 1

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CI No.	Description	Amount	Budget Code
0043	Revised Flooring Finishes	\$16,890.00	620006H

Description: Modify (Add and Omit) misc. flooring scope throughout the campus. (ASI#08)(CCR#07)

Requested by: District / Architect. \$16,890.00 to be added to the contract.

Reason for Change: District added. This flooring scope mostly added additional carpet scope and removed some polished concrete scope.

<b>Original Contract</b>	\$79,959.00
<b>Previous CCOs</b>	\$0.00
<b>This CCO</b>	\$16,890.00
<b>Total Contract</b>	<b>\$96,849.00</b>

The revised contract amount is an increase of 21.12% from the original contract amount.

## Contract Change Order No. 01

**Project** Buchanan High School Modernization - 2017 **Date** 7/13/2017  
**Bid #** 2684  
**DSA #** 02-115416  
**Contract / Bid No.** BHS-09 (Contract 3170733/Bid# 2684) Page 1 of 1

CI No.	Description	Amount	Budget Code
0044	Omit Pool Deck Stanchions	(\$5,500.00)	620006H

Description: Omit the (38) pool deck stanchions/sleeves. (CCR#08)

Requested by: District. \$5,500.00 to be credited to the contract.

Reason for Change: District omitted. The District chose to anchor these temporary structures without using deck sleeves.

CI No.	Description	Amount	Budget Code
0045	Furnish and Install New Light Cans	\$40,585.00	620006H

Description: Furnish and install new light back cans at the pool and relocate them to 30" below the water line and patch the holes from the existing cans. (CCR#09)

Requested by: District. \$40,585.00 to be added to the contract.

Reason for Change: District added. The existing underwater light back cans were plastic and in bad condition. New lights at the appropriate depth below water were preferred.

<b>Original Contract</b>	\$2,239,500.00
<b>Previous CCOs</b>	\$0.00
<b>This CCO</b>	\$35,085.00
<b>Total Contract</b>	<b>\$2,274,585.00</b>

The revised contract amount is an increase of 1.57% from the original contract amount.

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**Contract Change Order No. 01**

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<b>Project</b>	Buchanan High School Modernization - 2017	<b>Date</b>	7/13/2017
<b>Bid #</b>	2684		
<b>DSA #</b>	02-115416		
<b>Contract / Bid No.</b>	BHS-12 (Contract 3170721/Bid# 2684)		Page 1 of 1

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CI No.	Description	Amount	Budget Code
0032	Provide Quad Outlet In Lieu of Duplex Outlet at A/V Units	\$1,881.00	620006H

Description: Provide a fourplex outlet in lieu of a duplex outlet at all A/V units at the classrooms. (ASI#04)(CCR#002)

Requested by: District. \$1,881.00 to be added to the contract.

Reason for Change: District added. A fourplex allows the district to plug in additional equipment at these A/V classroom units.

CI No.	Description	Amount	Budget Code
0047	Room A183 Added LV Drops	\$468.00	620006H

Description: Revise the low voltage data drops in LMC classroom teaching wall. (CCR#11)

Requested by: Low Voltage Engineer. \$468.00 to be added to the contract.

Reason for Change: A&E omission. The required additional low voltage conduit and re-routing due to utility conflicts was not in the contract documents.

<b>Original Contract</b>	\$1,747,333.00
<b>Previous CCOs</b>	\$0.00
<b>This CCO</b>	\$2,349.00
<b>Total Contract</b>	<b>\$1,749,682.00</b>

The revised contract amount is an increase of 0.13% from the original contract amount.

**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Authorize the Superintendent or designee to approve the revised Clovis Unified Master Plan – A Guide to Services for English Learners, as submitted.

**DISCUSSION:**

Pursuant to Education Code 62002.5, districts are required to develop and regularly revise the Master Plan that outlines and addresses the specific educational needs of limited-English-speaking students. In the spring of 2017, the Clovis Unified Master Plan – A Guide to Services for English Learners was revised to address and meet all current guidelines, as well as elements required by law, and reflect existing services offered by CUSD.

The revised plan was reviewed and developed by a team comprised of individuals from across the District, representing various departments, District-level parent committees and site representatives who possess an expertise in the area of English Learners. The document will be presented to and reviewed by the District English Learner Advisory Committee (DELAC), School Site Councils (SSC) and English Language Advisory Committees (ELAC) throughout the 2017-18 school year. All sites will receive additional training in the fall of 2017. Schools then present and review the document at their quarterly ELAC and SSC meetings. The revised document will be presented and reviewed with the DELAC and the District Advisory Committee (DAC) in the fall of 2017.

The revised CUSD Master Plan – A Guide to Services for English Learners incorporates District and State program revisions including new Title III requirements and revisions implemented by the California Department of Education adopted by the State Board of Education including, but not limited to, the following:

- Title III Annual Measurable Achievement Objectives, I, II and III
- Pupil Identification, Parent Notification, and Instructional Services Placement
- English Language Development (ELD) Materials, Supplies, Program Design: Designated and Integrated ELD
- English Learner Teacher Authorizations, Staff Requirements
- Professional Development
- Program Evaluation and Student Monitoring
- Parent Notification and District Advisory Councils
- California English Language Development Test (CELDT)
- Criteria for English Learner Reclassification and Four-Year Progress Monitoring
- Private Schools Consultations
- Local Educational Agency Plan (LEAP)



- State and Federal Funding

Copies of the 2017-18 CUSD Master Plan – A Guide to Services for English Learners are available for review in the Department of Supplemental Services and will be available at each school site.

**FISCAL IMPACT/FUNDING SOURCE:**

No fiscal impact.

**REVISIONS:**

**Title:** Annual Memorandum of Understanding with the California Teaching Fellows Foundation

**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Ratify a Memorandum of Understanding with the California Teaching Fellows Foundation (CTFF) effective August 21, 2017, through June 29, 2018, in order to provide additional instructional assistants and direct support to all students who qualify for Clovis Unified's Afterschool Education and Safety (ASES) program.

**DISCUSSION:**

CTFF, in partnership with California State University, Fresno (CSUF), offers scholarships to college students who are entering the field of education. These scholarships are offered to students attending CSUF in return for participating in the CTFF program. In Clovis Unified, CTFF students staff afterschool ASES programs at 11 of the District's 12 elementary Title I schools where the program is offered.

ASES programs are an extension of the regular school day through partnerships between schools and community agencies to provide afterschool education and enrichment such as literacy, academic enrichment, physical fitness activities, healthy nutrition based on State nutritional guidelines, and safe, constructive alternatives for students in grades kindergarten through grade six. Studies and District surveys both indicate that participation in the ASES program increases student achievement and improves academics and attendance.

Teaching Fellows are supervised by a credentialed site certificated lead and receive ongoing training provided by the CTFF and CUSD. The Teachings Fellows bring energetic, trained staff members to help students after the regular school day and, in turn, receive hands-on experiences in preparation for a career in education. The use of CTFF Teaching Fellows participants was first approved by the CUSD Governing Board in March 2007.

School contracts with CTFF are based upon the number of Teaching Fellows and the hours worked. The following is the distribution of resources by each school:

Title I Elementary Schools	Not to Exceed Amount	# of Teaching Fellows
Clovis Elementary	\$21,500.64	2
Cole	\$53,555.04	5
Fancher Creek	\$56,725.83	5
Lincoln	\$31,585.68	3
Mickey Cox	\$74,968.52	6
Miramonte	\$47,596.02	4

Mountain View	\$63,723.24	6
Nelson	\$77,184.99	7
Tarpey	\$45,087.84	4
Temperance-Kutner	\$52,889.76	5
Weldon	\$63,424.31	5

**FISCAL IMPACT/FUNDING SOURCE:**

Included in the 2017-18 ASES Budget. Each school site's ASES program that is funded by Proposition 49 receives an annual allocation of \$97,658, while each school site's ASES program funded by the Local Control Accountability Plan (LCAP) receives an annual allocation of \$96,731.

**REVISIONS:**

**Title:** New Teacher Center Induction Program and Professional Learning

**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Authorize the Superintendent or designee to enter into an agreement with the New Teacher Center Induction Program and Mentor Professional Learning Series, as submitted.

**DISCUSSION:**

AIM I of Clovis Unified's Strategic Plan is to "Maximize Achievement for ALL Students." This can be achieved through an enhancement of the CUSD Induction Program for new teachers, along with effective professional development for CUSD's Mentor Teachers.

New Teacher Center (NTC), a national non-profit organization dedicated to improving student learning by guiding a new generation of educators, offers a comprehensive system of teacher induction. Implementing this program will further develop CUSD's Induction Program and align with the California Commission on Teacher Credentialing's new Common Induction Standards.

In NTC's Mentor Professional Learning Series, CUSD Mentor Teachers will learn the critical knowledge, skills, and tools to initiate and maintain effective mentoring relationships with novice teachers in order to promote instructional growth. Mentor Teachers will gain a clear vision of high-quality teaching and mentoring that applies research-based best practices around adult learning theory.

The goal is to enhance the professional development of CUSD's Mentor Teachers in the support of novice teachers to create and sustain an optimal learning environment in which the diverse needs of each learner are addressed with an unwavering attention to equity and continuous academic, social, and emotional growth.

**FISCAL IMPACT/FUNDING SOURCE:**

\$138,800 to be paid through the CUSD Induction Budget and Educator Effectiveness Grant.

**REVISIONS:**

**Title:** Annual Agreement with Career Cruising 2017-18

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**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Authorize the Superintendent or designee to enter into an annual agreement with Career Cruising, as submitted.

**DISCUSSION:**

Career Cruising is an electronic college- and career-planning management system for sixth through 12th grade students, parents, teachers, and counselors. It also provides resource tools for college research, career assessment, scholarship searches, and resume building. It is necessary to renew the Career Cruising contract annually in order for its continued use in Clovis Unified schools.

**FISCAL IMPACT/FUNDING SOURCE:**

Funding is provided entirely through the Local Control and Accountability Plan (LCAP) budget, in an amount not to exceed \$26,418.50.

**REVISIONS:**

**Title:** Donation/Disposal of Surplus Equipment

**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Authorize the Superintendent or designee to donate surplus equipment in accordance with Board Policy No. 4603 and California Education Code section 17546, as submitted.

**DISCUSSION:**

California Education Code section 17546 provides that the Governing Board of a school district may dispose of surplus property by conducting a public auction, conducted either by employees of the District or with a private auction firm in accordance with District Administrative Regulation No. 4603 – *Sale of Surplus Property*. Surplus items are reviewed by appropriate District staff and deemed unacceptable for current District use. Surplus equipment is not of use to other District sites, programs, or departments, and in this case is unaligned with the Board adopted curriculum.

Education Code section 17546 also states: If the Board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board.

The District is currently recommending that the following surplus equipment be donated to the Fresno County Office of Education for use in schools and programs that otherwise lack access to curriculum materials:

- Undistributed obsolete English Language Arts textbooks and instructional materials from one elementary school site (per attached list).

**FISCAL IMPACT/FUNDING SOURCE:**

No fiscal impact.

**ATTACHMENTS:**

Description	Upload Date	Type
List of Textbooks to Discard	6/26/2017	Backup Material

**REVISIONS:**

# **LIST OF TEXTBOOKS TO DISCARD FOR 16/17 SCHOOL YEAR**

SITE: \_FUGMAN\_\_\_\_\_

CONTACT PERSON: \_Jeanne Wogan\_\_\_\_\_

**ALL COLUMNS MUST BE COMPLETE**

Please verify ISBN's are typed correctly WITHOUT DASHES. List must be emailed to Sara Malone. Thank you!

QTY	COURSE	PUBLISHER AND TITLE OF BOOK	ISBN # TYPE WITHOUT DASHES	GRADE	YEAR	REASON FOR DISCARD
105	Reading	Macmillan/McGraw-Hill 1.1	9780021999613	1	2010	obsolete
106	Reading	Macmillan/McGraw-Hill 1.2	9780021999620	1	2010	obsolete
106	Reading	Macmillan/McGraw-Hill 1.3	9780021999637	1	2010	obsolete
108	Reading	Macmillan/McGraw-Hill 1.4	9780021999644	1	2010	obsolete
108	Reading	Macmillan/McGraw-Hill 1.5	9780021999651	1	2010	obsolete
109	Reading	Macmillan/McGraw-Hill 1.6	9780022021955	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 1	9780022042493	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 2	9780022000059	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 3	9780022000066	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 4	9780022000073	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 5	9780022000080	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 6	9780022000097	1	2010	obsolete
1	Reading	Macmillan/McGraw-Hill TE Triumphs Intervention	9780021947683	1	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE English Language Development	9780022019822	1	2010	obsolete
117	Reading	Macmillan/McGraw-Hill 2.1	9780021999668	2	2010	obsolete
113	Reading	Macmillan/McGraw-Hill 2.2	9780021999675	2	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 1	9780022042509	2	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 2	9780022000127	2	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 3	9780022000134	2	2010	obsolete

4	Reading	Macmillan/McGraw-Hill TE Unit 4	9780022000141	2	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 5	9780022000158	2	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Unit 6	9780022000165	2	2010	obsolete
3	Reading	Macmillan/McGraw-Hill TE Triumphs Intervention	9780021947690	2	2010	obsolete
3	Reading	Macmillan/McGraw-Hill TE English Language Development	9780022054922	2	2010	obsolete
123	Reading	Macmillan/McGraw-Hill 3.1	9780021999682	3	2010	obsolete
126	Reading	Macmillan/McGraw-Hill 3.2	9780021999699	3	2010	obsolete
6	Reading	Macmillan/McGraw-Hill TE Unit 1	9780022042516	3	2010	obsolete
6	Reading	Macmillan/McGraw-Hill TE Unit 2	9780021999743	3	2010	obsolete
6	Reading	Macmillan/McGraw-Hill TE Unit 3	9780021999750	3	2010	obsolete
6	Reading	Macmillan/McGraw-Hill TE Unit 4	9780021999767	3	2010	obsolete
6	Reading	Macmillan/McGraw-Hill TE Unit 5	9780021999774	3	2010	obsolete
6	Reading	Macmillan/McGraw-Hill TE Unit 6	9780021999781	3	2010	obsolete
4	Reading	Macmillan/McGraw-Hill TE Triumphs Intervention	9780021947713	3	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE English Language Development	9780022019846	3	2010	obsolete
135	Reading	Macmillan/McGraw-Hill	9780021999705	4	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE Unit 1	9780021999798	4	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE Unit 2	9780021999804	4	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE Unit 3	9780021999811	4	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE Unit 4	9780021999828	4	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE Unit 5	9780021999835	4	2010	obsolete
5	Reading	Macmillan/McGraw-Hill TE Unit 6	9780021999842	4	2010	obsolete
3	Reading	Macmillan/McGraw-Hill TE Triumphs Intervention	9780021947720	4	2010	obsolete
3	Reading	Macmillan/McGraw-Hill TE English Language Development	9780022019853	4	2010	obsolete
132	Reading	Macmillan/McGraw-Hill	9780021999651	5	2010	obsolete



[illegible]

**CONTACT PERSON:** Michael Johnston

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Authorize the Superintendent, Associate Superintendent for Administrative Services, Assistant Superintendent for Business Services, and Director of Budget and Finance to continue approving and signing check registers and payroll registers, and authorize the Assistant Superintendent for Business Services to receive all District financial mail.

**DISCUSSION:**

Board Policy No. 4201 identifies the Superintendent, Associate Superintendent for Administrative Services, Assistant Superintendent for Business Services, and Director of Budget and Finance as authorized signers for check and payroll registers. California Education Code section 42633 requires that the Governing Board approve said signers.

With the appointment of the new Superintendent, Assistant Superintendent for Business Services, and Director of Budget and Finance, it is necessary for the Board to update the individuals authorized as signers and the individuals authorized to receive District financial mail.

**FISCAL IMPACT/FUNDING SOURCE:**

No fiscal impact.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Authorized Signatures	7/6/2017	Backup Material

**REVISIONS:**



Jim A. Yovino  
Superintendent

# fresno county office of education

## Mailing Permit

All routine district finance mail will be directed to the district office at the address listed in the *Fresno County Schools Directory*, unless otherwise specified on a Mailing Permit. Mailing Permits remain valid until replaced with updated versions. Updated contact and mailing information may be submitted at any time during the school year.

If your district's contact or mailing information needs to be updated, please fill out the form below and mail the original to the District Financial Services Department, Fresno County Office of Education, 1111 Van Ness Avenue, Fresno, CA 93721. This form may also be downloaded at [www.fcoe.org/dfsdocs](http://www.fcoe.org/dfsdocs).

### Please Send District Financial Mail to:

Michael Johnston  
Associate Supt., Admin Services

Clovis Unified School District

Name

District

1450 Herndon Ave

Clovis

93611

Address

City

Zip Code

Governing Board Action Taken on:

July 26, 2017

Date

Signed:

Clerk of the Board

07/03/13



# fresno county office of education

## Authorized Signature Permit

Return to: Jamie Perry, Senior Director  
District Financial Services  
Fresno County Office of Education  
1111 Van Ness Avenue  
Fresno, CA 93721-2000

Dear Ms. Perry:

Pursuant to Education Code Sections 42632 and 42633, at a regular meeting of the Governing Board of the  
Clovis Unified School District, held on 26th day of  
July, 20 17 :

1. The following person(s) who is/are an officer(s) or employee(s) of the above-referenced school district and whose signature(s) appear(s) opposite of his/her name below, was/were authorized to sign orders in the name of the said governing board:

Type or print here:	Signature:
1. <u>Eimear O'Farrell, Ed.D.</u>	1. _____
2. <u>Michael Johnston</u>	2. _____
3. <u>Susan Rutledge</u>	3. _____
4. <u>Denise Cariaga</u>	4. _____

2. A majority of the following members of the governing board of the above-referenced school district and whose signatures appear opposite of the corresponding names were authorized to sign orders in the name of the said governing board.

Type or print here:	Signature:
1. <u>Sandra A. Budd</u>	1. _____
2. <u>Christopher Casado</u>	2. _____
3. <u>Steven G. Fogg, M.D.</u>	3. _____
4. <u>Brian D. Heryford</u>	4. _____
5. <u>Ginny L. Hovsepian</u>	5. _____
6. <u>Elizabeth J. Sandoval</u>	6. _____
7. <u>Jim Van Volkinburg, D.D.S.</u>	7. _____

Rubber stamp signatures or machine signatures authorized for use on maintenance checks and/or registers Yes X  
No \_\_\_\_\_. Only such facsimile signatures may be used, which have met the requirements of Government Code 5501  
(copy enclosed). I certify this requirement has been met.

Sample(s) of such signature: \_\_\_\_\_

By order of the Governing Board of \_\_\_\_\_ School District of Fresno County,  
California.

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

07/03/13

### **EDUCATION CODE 42632**

Each order drawn on the funds of a school district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders.

### **EDUCATION CODE 42633**

The governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. Except for districts determined to be fiscally accountable pursuant to Section 42650, no order on the funds of any school district shall be approved by the county superintendent of schools unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order.

### **GOVERNMENT CODE 5501**

Any authorized officer may, after filing with the Secretary of State his manual signature certified by him under oath, execute or cause to be executed with a facsimile signature in lieu of his manual signature:

- (a) Any public security, provided that at least one signature required or permitted to be placed thereon shall be manually subscribed; and
- (b) Any instrument of payment.

Upon compliance with this section by the authorized officer, his facsimile signature has the same legal effect as his manual signature.

**Title:** Placement of Special Education Students in a Residential Treatment Facility and Non-Public School

**CONTACT PERSON:** Don Ulrich

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Authorize Clovis Unified to enter into agreements with a non-public school and a residential treatment facility to address the unique educational needs of District Special Education students.

**DISCUSSION:**

Based on the Individualized Education Plan (IEP) recommendations, it has been determined that the following Special Education students require services in a non-public school in order to address the students' unique educational needs for the 2017-18 school year:

Student(s) ID#	Non-Public School	Location	Cost Per Student Per Month
#24, #26	Creative Alternatives	Fresno, CA	\$3,500

Based on the Individualized Education Plan (IEP) recommendations, it has been determined that the following Special Education student requires services in a residential treatment facility in order to address the student's unique educational needs for the 2017-18 school year:

Student(s) ID#	Residential, Educational Facility	Location	Cost Per Student Per Month
#25	Oak Grove Residential Treatment Center and Jack Weaver School	Murrieta, CA	\$13,000

Clovis Unified will review all of the above cases every six months to determine the appropriateness of the placements and whether less restrictive placements can meet the students' unique educational needs.

**FISCAL IMPACT/FUNDING SOURCE:**

As noted above; costs have been included in the 2017-18 Special Education Budget.

**REVISIONS:**



**CONTACT PERSON:** Barry Jager

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Approve the Provisional Internship Permits for the recommended teaching candidates, as submitted.

**DISCUSSION:**

The Provisional Internship Permit (PIP) is available when the employing agency knows that there will be a teacher vacancy, yet is unable to recruit a suitable candidate. The expectations of the employer and the employee are higher since these individuals will be the teacher of record and should be on a credential track. The focus of the document is meeting subject matter competency. Once a candidate completes subject matter competency, the candidate can be employed on a document such as a District Internship Credential. Candidate requirements include the following: (1) Bachelor's degree or higher; (2) passage of the California Basic Educational Skills Test (CBEST); and (3) specific course work or experience, explained in detail on the Provisional Internship Permit information leaflet.

As required by the California Commission on Teacher Credentialing (CCTC), employing agencies offering employment to candidates on a Provisional Internship Permit are required to: (1) conduct a diligent search for a suitable credentialed teacher or qualified internship teacher; (2) provide the PIP holder with orientation, guidance, and assistance as specified in Title 5 Section 80026.5; (3) assist the PIP holder in developing a personalized plan (kept on file at the local level) through an agency-defined assessment leading to completion of subject matter competence; and (4) counsel the PIP holder to enroll in subject matter training. Clovis Unified School District administration hereby declares that a diligent search was conducted for suitable credentialed teachers or qualified internship teachers. Upon Board approval, District administration asserts that steps 2-4, as outlined above, will be completed.

School districts submitting Provisional Internship Permit requests must include verification that a notice of intent to employ the applicants in the identified positions was made public. The public notice must include the following information: (1) the name of the applicants; (2) the assignment in which the applicants will be employed including subject(s), grade level(s), and school site; and (3) a statement that the applicants will be employed on the basis of a Provisional Internship Permit. Clovis Unified intends to submit Provisional Internship Permit requests for the following teacher candidates, contingent upon administration and Board approval:



Name of Applicant	Assignment	Grade Level	School Site	Employment Status
Katelyn Rhodes*	SDC Teacher, Functional Skills	K-6	Freedom Elementary	PIP (Education Specialist Mild/Moderate)
Arianna Guerrero*	SDC Preschool / Kindergarten, Autism	K-6	Oraze Elementary	PIP (Education Specialist Moderate/Severe and Early Childhood Special Education)
Brittany Letson*	Resource Specialist	7-8	Kastner Intermediate	PIP (Education Specialist Mild/Moderate)
Russell Weaver*	Teacher, SDC Functional Skills	7-8	Granite Ridge Intermediate	PIP (Education Specialist Mild/Moderate)
Elizabeth Gonzalez*	Resource Specialist, Deaf and Hard of Hearing	7-12	Alta Sierra Intermediate and Buchanan High	PIP (Education Specialist Deaf and Hard of Hearing)
Lauren Winslow	Teacher, Physical Education	9-12	Clovis East High School	PIP (Single Subject Physical Education)
Alexandria Raiskup*	Teacher, Psychology-Human Behavior Lab	9-12	CART	PIP (Single Subject Social Science)

*\*Candidate's name did not appear in the PIP agenda item that was presented to the Governing Board for Information at the July 12, 2017, Board meeting. Instead, due to the hiring and interview timeline, the candidate is being presented directly for Action in order to expedite the placement of said teacher candidate in time to participate in pre-school professional development activities in conjunction with the start of the 2017-18 school year.*

A Provisional Internship Permit shall be issued for one year and may not be renewed.

Lastly, public school districts must include a copy of the agenda item presented to the Governing Board of the district. The agenda item must be presented in a public meeting as an Action item and include the information above for each individual for whom the permit will be requested. The permit request must include a signed statement from the Superintendent, or designee, that the item was acted upon favorably. To assure that each permit request receives individual review and approval by the Governing Board, the agenda item may not be part of the Consent agenda.

#### **FISCAL IMPACT/FUNDING SOURCE:**

No fiscal impact.

#### **REVISIONS:**

**Title:** Revised Board Policy No. 4203 – Expense Accounts,  
Reimbursements & Authorized Expenses

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**CONTACT PERSON:** Michael Johnston

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Approve revisions to Board Policy No. 4203 – *Expense Accounts, Reimbursements and Authorized Expenses*, as submitted.

**DISCUSSION:**

In order to reflect existing practice in the District related to the funding of expenses, reimbursements and/or expense accounts, recommended revisions have been made to Board Policy No. 4203.

These recommended revisions were reviewed by members of the Governing Board's Budget Subcommittee during their June 2017 meeting. A copy of the policy, including the recommended revisions, is attached.

**FISCAL IMPACT/FUNDING SOURCE:**

N/A

**ATTACHMENTS:**

Description	Upload Date	Type
Draft Board Policy No. 4203	7/3/2017	Backup Material

**REVISIONS:**

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## CLOVIS UNIFIED SCHOOL DISTRICT

### FINANCIAL SERVICES

#### *Accounting*

#### EXPENSE ACCOUNTS, REIMBURSEMENT & AUTHORIZED EXPENSES

PURPOSE: To establish a policy for the reimbursement of authorized expenses.

##### A. Field Trips

Education Code 35330 authorizes the District to provide transportation to and from places in the state, any other state, the District of Columbia or a foreign country; however, the District will not receive state transportation allowances for field trips or excursions that have an out-of-state destination. No expenses of students participating in a field trip or excursion to any other state, the District of Columbia, or a foreign country authorized by this section shall be paid with school district funds. These expenses must be paid from student body funds, parent club funds, foundation funds or other sources. Travel for chaperones and District employees traveling with students can be paid with school district funds. (*See Board Policy No. 3204*)

##### B. District Travel and Conference

The District recognizes the value and importance of travel and conference attendance for professional improvement, instructional supervision and District business. Pursuant to Education Codes 44032 and 44033, authorized expenses incurred as part of these professional responsibilities shall be reimbursed by the District.

The Superintendent or designee must approve employee and student travel requests to attend meetings, conferences, field trips, athletic events or excursions in accordance with the budget.

In order to reimburse these expenses incurred in carrying out authorized duties, rules and regulations shall be established which outline appropriate expenditures and reimbursement rates. The Superintendent, Associate Superintendent Administrative Services and Assistant Superintendent Business Services are authorized to approve expenses which are in compliance with established expenditure reimbursement guidelines. They may authorize an advance of funds to cover necessary expenses. Upon proper authorization of submitted expenditures, reimbursement shall be made on a timely basis.

Out-of-state travel must have Board approval. Overnight travel for students must have Board approval.

##### C. District Credit Cards

1. The District's travel designees identified in Exhibit No. 4203 (3) may use a District credit card when making travel arrangements. Other authorized employees may use District credit cards for expenses incurred while attending to District business. Under no circumstances may personal expenses be charged on District credit cards.

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## CLOVIS UNIFIED SCHOOL DISTRICT

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### D. Mileage Expense Reimbursement

1. District personnel and officials who incur mileage expenses in carrying out their authorized duties shall be reimbursed by the District according to the current IRS mileage rate. Mileage reimbursement, as approved by the Board, shall apply when employees use their personal automobile to carry out authorized duties.
  2. The District administration is authorized to make reasonable adjustments in the monthly mileage allowance when changes in job responsibilities occur; any adjustments will be based on the IRS mileage rate.
- ~~2.3.~~Fixed Mileage for federally funded employees will be charged to unrestricted funding sources.**

*Adopted:* 07/23/75  
*Revised:* 03/23/77  
*Revised:* 12/12/79  
*Reviewed:* 09/14/88  
*Revised:* 06/08/92  
*Revised:* 05/14/03  
*Revised:* 08/24/05  
*Reviewed:* 11/20/06  
*Reviewed:* 05/23/07  
*Reviewed:* 02/04/08  
*Reviewed:* 10/14/09  
*Revised:* 08/11/10  
*Revised:* 01/14/15  
*Revised:* 03/9/16  
***Revised:* 07/26/17**

*Education Code sections 35330, 44032 and 44033*

**Title:** Resolution No. 3605 – Annual Participation in "Lights on Afterschool" 2017-18

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**CONTACT PERSON:** Norm Anderson

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Adopt Resolution No. 3605 authorizing Clovis Unified School District's Afterschool Education and Safety (ASES) and Campus Club afterschool programs to participate in the 18<sup>th</sup> Annual National "Lights on Afterschool" event on October 26, 2017.

**DISCUSSION:**

The Afterschool Alliance annually organizes the "Lights on Afterschool" event to send a powerful message that children benefit from high-quality, afterschool programs, and to bring awareness to the many ways these programs offer support, such as keeping children safe, inspiring them, and assisting working families. The event was first launched in October 2000 with 1,200 communities celebrating Nationwide. Today, more than 7,500 "Lights on Afterschool" celebrations are held annually, attracting more than a million Americans and generating media coverage Nationwide.

Annually, CUSD's ASES and Campus Club programs join in the "Lights on Afterschool" event by having students participate in various school and District activities.

The District is proud to be a part of this community-wide project that allows schools across Clovis Unified to come together and celebrate afterschool education.

**FISCAL IMPACT/FUNDING SOURCE:**

No fiscal impact.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Resolution No. 3605	7/20/2017	Backup Material

**REVISIONS:**

**RESOLUTION NO. 3605  
BEFORE THE GOVERNING BOARD  
OF THE CLOVIS UNIFIED SCHOOL DISTRICT  
FRESNO COUNTY, CALIFORNIA**

**RESOLUTION DECLARING PARTICIPATION BY CLOVIS  
UNIFIED SCHOOL DISTRICT'S AFTERSCHOOL EDUCATION  
AND SAFETY (ASES) AND CAMPUS CLUB PROGRAMS IN  
"LIGHTS ON AFTERSCHOOL" ON OCTOBER 26, 2017**

**WHEREAS**, Clovis Unified School District's Afterschool Education and Safety (ASES) and Campus Club afterschool programs desire to participate in the 18<sup>th</sup> annual "Lights on Afterschool" event to be held Nationwide on October 26, 2017; and

**WHEREAS**, by calling attention to the need for quality afterschool services for children and their families within our community, the intent is to improve the quality and availability of such services; and

**WHEREAS**, schools and school districts are encouraged to provide safe and educationally enriching alternatives for children and youth during non-school hours; and

**WHEREAS**, by honoring the importance of afterschool programs and the services they provide establishes and strengthens local partnerships between schools and local community resources to provide literacy, academic enrichment and safe constructive alternatives for students in kindergarten through sixth grade (K-6).

**THEREFORE, BE IT RESOLVED** that the Governing Board of the Clovis Unified School District of Fresno County does hereby support participation on October 26, 2017, in the "Lights on Afterschool" project of the Afterschool Alliance and will join in the alliance by holding District celebrations and recognitions of the importance of afterschool programs.

**THE FOREGOING RESOLUTION** was adopted by the Governing Board of the Clovis Unified School District of Fresno County, State of California, at a meeting of said Board held on the 26<sup>th</sup> day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Sandra A. Budd, President  
Governing Board  
Clovis Unified School District  
Fresno County, California

I, Elizabeth J. wSandoval, Clerk of the Governing Board of the Clovis Unified School District, County of Fresno, State of California, do hereby certify that the foregoing is a true copy of the resolution adopted by said Board at a regular meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

---

Elizabeth J. Sandoval, Clerk  
Governing Board  
Clovis Unified School District  
Fresno County, California

**Title:** Resolution No. 3600 – Exemption to the Separation-from-Service Requirement

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**CONTACT PERSON:** Barry Jager

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Adopt Resolution No. 3600, an Exemption to the Separation-from-Service Requirement for the 2017-18 school year (Education Code § 24214.5 or 26812).

**DISCUSSION:**

California Education Code Section 24214.5 or 26812 authorizes the Governing Board to permit a 180-calendar-day separation-from-service requirement for all retired CalSTRS members and participants receiving an annuity. There is, however, a narrow exemption from the 180-calendar-day separation-from-service requirement if the retired member is appointed to a critically needed position.

At this time, the District is in critical need of Language Speech Specialists to provide services to students, and collaborate with educators, parents and other professionals to create a safe, healthy and supportive learning environment. Currently, a shortage of Language Speech Specialists exists Nationwide, Statewide, and Districtwide.

Recommended for this position is retired Language Speech Specialist **John Deniston** who served the District for 17 years. Mr. Deniston is a credentialed Language Speech Specialist who provides Language Speech services and assessments to students. Due to growth and the existing shortage, there is a critical need to utilize a qualified retiree to provide these services. It is recommended that the Governing Board meet this critical need by requesting an exemption to the 180-day wait period for a CalSTRS retiree.

**FISCAL IMPACT/FUNDING SOURCE:**

**ATTACHMENTS:**

Description	Upload Date	Type
Resolution No. 3600	7/20/2017	Backup Material

**REVISIONS:**



**RESOLUTION NO. 3600  
BEFORE THE GOVERNING BOARD  
OF THE CLOVIS UNIFIED SCHOOL DISTRICT  
FRESNO COUNTY, CALIFORNIA**

**RESOLUTION FOR EXEMPTION TO THE SEPARATION-FROM-SERVICE  
REQUIREMENT FOR THE 2017-18 SCHOOL YEAR  
(Education Code § 24214.5 OR 26812)**

**WHEREAS**, pursuant to Education Code section 24214.5 and 26812, there is a 180 calendar day separation-from-service requirement for all retired CalSTRS members and participants; and,

**WHEREAS**, all retired CalSTRS members and participants are subject to a restriction if they perform retired member activities as defined by section 22164.5 of the Education Code or retired participant activities as defined by section 26135.7 of the Education Code, during the first 180 calendar days after their most recent retirement; and,

**WHEREAS**, if the retired CalSTRS member or participant performed retired member or participant activities during this period, CalSTRS will reduce his or her retirement benefit or annuity one dollar for each dollar earned for performing retired member or participant activities during the 180-day period; and,

**WHEREAS**, there is an exemption from the 180 calendar day separation-from-service requirement for a member or participant who retires for service and is at or above normal retirement age; and,

**WHEREAS**, in order to qualify for this narrow exemption, the employer must appoint the retired member or participant to a critically needed position that has been approved by the governing body of the employer in a public meeting as reflected in a resolution; and,

**WHEREAS**, this approval by the governing body of the employer in a public meeting as reflected in a resolution must be finalized and communicated to CalSTRS before the member or participant commences to perform retired member or participant activities; and,

**WHEREAS**, the Superintendent must complete the Request for Separation-from-Service Requirement Exemption form, which must be submitted to CalSTRS and received by CalSTRS before the member or participant commences to perform retired member or participant activities,

**NOW, THEREFORE, BE IT RESOLVED** that this Board does provide public notice that the District is in critical need of a Language Speech Specialist to provide services to students and collaborate with educators, parents and other professionals to create a safe, health, and supportive learning environment. Currently, a shortage of Language Speech Specialists exists Nationwide, Statewide, and Districtwide. Recommended for this position is retired Language Speech Specialist John Deniston who served the District for 17 years. Mr. Deniston is a credentialed Language Speech Specialist who provides language speech services and assessments to students. Due to growth and the existing shortage, there is a critical need to utilize a qualified retiree. Therefore, it is recommended that the Governing Board meets this critical need by requesting an exemption to the 180-day wait period for a CalSTRS retiree.

**AND BE IT FURTHER RESOLVED** that the Board wishes to meet this critical need by hiring John Deniston, a member or participant who retired for service less than 180 days ago or who will retire;

**AND BE IT FURTHER RESOLVED** that this appointment is needed to fill this critical need before the 180 calendar day separation-from-service requirement is fulfilled;

**AND BE IT FURTHER RESOLVED** that this member or participant did not receive a retirement incentive or any financial inducement to retire from any public employer;

**AND BE IT FURTHER RESOLVED** that the retired member's or participant's termination of employment is not the basis for the need to acquire his or her services;

**AND BE IT FURTHER RESOLVED** that the earnings for retired member activities during the 180 calendar days will still be subject to the annual postretirement earnings limit for the Defined Benefit Program;

**AND BE IT FURTHER RESOLVED** that this member or participant will not commence to perform retired member or participant activities before this approval is authorized by the governing body of the employer in a public meeting as reflected in a resolution and received by CalSTRS;

**AND BE IT FURTHER RESOLVED** that this member or participant will not commence to perform retired member or participant activities before the Superintendent completes the Request for Separation-from-Service Requirement Exemption form and this is transmitted to and received by CalSTRS.

**THE FOREGOING RESOLUTION** was adopted at a regular meeting of the Governing Board of the Clovis Unified School District held this 26<sup>th</sup> day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Sandra A. Budd, President  
Governing Board  
Clovis Unified School District  
Fresno County, California

I, Elizabeth J. Sandoval, Clerk of the Governing Board of the Clovis Unified School District, County of Fresno, State of California, do hereby certify that the foregoing is a true copy of the resolution adopted by said Board at a regular meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

---

Elizabeth J. Sandoval, Clerk,  
Governing Board  
Clovis Unified School District  
Fresno County, California

**Title:** Resolution No. 3601 – Exemption to the Separation-from-Service Requirement

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**CONTACT PERSON:** Barry Jager

**FOR INFORMATION:** July 12, 2017

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Adopt Resolution No. 3601, an Exemption to the Separation-from-Service Requirement for the 2017-18 school year (Education Code § 24214.5 or 26812).

**DISCUSSION:**

California Education Code Section 24214.5 or 26812 authorizes the Governing Board to permit a 180-calendar-day separation-from-service requirement for all retired CalSTRS members and participants receiving an annuity. There is, however, a narrow exemption from the 180-calendar-day separation-from-service requirement if the retired member is appointed to a critically needed position.

At this time, the District is in critical need of Language Speech Specialists to provide services to students, and collaborate with educators, parents and other professionals to create a safe, healthy and supportive learning environment. Currently, a shortage of Language Speech Specialists exists Nationwide, Statewide, and Districtwide.

Recommended for this position is retired Language Speech Specialist **Kaye Rush** who served the District for 34 years. Ms. Rush is a credentialed Language Speech Specialist who provides Language Speech services and assessments to students. Due to growth and the existing shortage, there is a critical need to utilize a qualified retiree to provide these services. It is recommended that the Governing Board meet this critical need by requesting an exemption to the 180-day wait period for a CalSTRS retiree.

**FISCAL IMPACT/FUNDING SOURCE:**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Resolution No. 3601	7/20/2017	Backup Material

**REVISIONS:**

**RESOLUTION NO. 3601  
BEFORE THE GOVERNING BOARD  
OF THE CLOVIS UNIFIED SCHOOL DISTRICT  
FRESNO COUNTY, CALIFORNIA**

**RESOLUTION FOR EXEMPTION TO THE SEPARATION-FROM-SERVICE  
REQUIREMENT FOR THE 2017-18 SCHOOL YEAR  
(Education Code § 24214.5 OR 26812)**

**WHEREAS**, pursuant to Education Code section 24214.5 and 26812, there is a 180 calendar day separation-from-service requirement for all retired CalSTRS members and participants; and,

**WHEREAS**, all retired CalSTRS members and participants are subject to a restriction if they perform retired member activities as defined by section 22164.5 of the Education Code or retired participant activities as defined by section 26135.7 of the Education Code, during the first 180 calendar days after their most recent retirement; and,

**WHEREAS**, if the retired CalSTRS member or participant performed retired member or participant activities during this period, CalSTRS will reduce his or her retirement benefit or annuity one dollar for each dollar earned for performing retired member or participant activities during the 180-day period; and,

**WHEREAS**, there is an exemption from the 180 calendar day separation-from-service requirement for a member or participant who retires for service and is at or above normal retirement age; and,

**WHEREAS**, in order to qualify for this narrow exemption, the employer must appoint the retired member or participant to a critically needed position that has been approved by the governing body of the employer in a public meeting as reflected in a resolution; and,

**WHEREAS**, this approval by the governing body of the employer in a public meeting as reflected in a resolution must be finalized and communicated to CalSTRS before the member or participant commences to perform retired member or participant activities; and,

**WHEREAS**, the Superintendent must complete the Request for Separation-from-Service Requirement Exemption form, which must be submitted to CalSTRS and received by CalSTRS before the member or participant commences to perform retired member or participant activities,

**NOW, THEREFORE, BE IT RESOLVED** that this Board does provide public notice that the District is in critical need of a Language Speech Specialist to provide services to students and collaborate with educators, parents and other professionals to create a safe, health, and supportive learning environment. Currently, a shortage of Language Speech Specialists exists Nationwide, Statewide, and Districtwide. Recommended for this position is retired Language Speech Specialist Kaye Rush who served the District for 34 years. Ms. Rush is a credentialed Language Speech Specialist who provides language speech services and assessments to students. Due to growth and the existing shortage, there is a critical need to utilize a qualified retiree. Therefore, it is recommended that the Governing Board meets this critical need by requesting an exemption to the 180-day wait period for a CalSTRS retiree.

**AND BE IT FURTHER RESOLVED** that the Board wishes to meet this critical need by hiring Kaye Rush, a member or participant who retired for service less than 180 days ago or who will retire;

**AND BE IT FURTHER RESOLVED** that this appointment is needed to fill this critical need before the 180 calendar day separation-from-service requirement is fulfilled;

**AND BE IT FURTHER RESOLVED** that this member or participant did not receive a retirement incentive or any financial inducement to retire from any public employer;

**AND BE IT FURTHER RESOLVED** that the retired member's or participant's termination of employment is not the basis for the need to acquire his or her services;

**AND BE IT FURTHER RESOLVED** that the earnings for retired member activities during the 180 calendar days will still be subject to the annual postretirement earnings limit for the Defined Benefit Program;

**AND BE IT FURTHER RESOLVED** that this member or participant will not commence to perform retired member or participant activities before this approval is authorized by the governing body of the employer in a public meeting as reflected in a resolution and received by CalSTRS;

**AND BE IT FURTHER RESOLVED** that this member or participant will not commence to perform retired member or participant activities before the Superintendent completes the Request for Separation-from-Service Requirement Exemption form and this is transmitted to and received by CalSTRS.

**THE FOREGOING RESOLUTION** was adopted at a regular meeting of the Governing Board of the Clovis Unified School District held this 26<sup>th</sup> day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Sandra A. Budd, President  
Governing Board  
Clovis Unified School District  
Fresno County, California

I, Elizabeth J. Sandoval, Clerk of the Governing Board of the Clovis Unified School District, County of Fresno, State of California, do hereby certify that the foregoing is a true copy of the resolution adopted by said Board at a regular meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

---

Elizabeth J. Sandoval, Clerk  
Governing Board  
Clovis Unified School District  
Fresno County, California

---

**CONTACT PERSON:** Barry Jager

**FOR INFORMATION:**

**FOR ACTION:** July 26, 2017

**RECOMMENDATION:**

Ratify the employment contracts for the Assistant Superintendent, Clovis West Area and the Administrator, Facility Services, as submitted.

**DISCUSSION:**

Following the Governing Board's July 18, 2017, approval of the appointment of candidates to the open positions of Assistant Superintendent, Clovis West Area and Administrator, Facility Services, the Board shall take formal Action to approve the contract terms of the Assistant Superintendent, Clovis West Area and the Administrator, Facility Services.

**FISCAL IMPACT/FUNDING SOURCE:**

Existing resources for employment of the Assistant Superintendent, Clovis West Area and the Administrator, Facility Services are identified in Clovis Unified's 2017-18 adopted budget.

**REVISIONS:**



**Title:** Williams Settlement Complaint Summary Report – Fourth  
Quarter 2016-17 School Year

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**CONTACT PERSON:** Michael Johnston

**FOR INFORMATION:** July 26, 2017

**FOR ACTION:** August 16, 2017

**RECOMMENDATION:**

Accept the fourth quarter summary report of complaints related to the requirements of the Williams Lawsuit Settlement, as submitted.

**DISCUSSION:**

As a result of the Williams Lawsuit Settlement, the District is required to post notices of obtaining and filing complaints regarding instructional materials, school facilities, teacher vacancies and mis-assignments. Principals are required to report all complaints falling under the Uniform Complaint Procedure to their Area Superintendent. The District shall report summarized data, on a quarterly basis, on the nature and resolution of all complaints to the Governing Board and the County Superintendent of Schools.

During the fourth quarter of the 2016-17 school year, the District received zero (0) complaints under the guidance of the Williams Lawsuit Settlement, as reflected in the attached report.

**FISCAL IMPACT/FUNDING SOURCE:**

No fiscal impact.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
4th Quarter Williams Settlement Complaint Summary Report	7/13/2017	Backup Material

**REVISIONS:**



**Clovis Unified School District**  
**Williams Settlement Complaint Summary Quarterly Report**  
**Education Code § 35186**

**To:** Clovis Unified School District Governing Board

**Submitted by:**   
Don Ulrich, Deputy Superintendent

**4<sup>th</sup> Quarter:** April 1 – June 30, 2017

	<b>Number of Complaints Received</b>	<b>Number of Complaints Resolved</b>	<b>Number of Complaints Unresolved</b>
<b>Textbook and Instructional Materials</b>	0	N/A	N/A
<b>Teacher Vacancy or Misassignment</b>	0	N/A	N/A
<b>Facilities Conditions</b>	0	N/A	N/A
<b>CAHSEE Intensive Instructional and Services</b>	0	N/A	N/A
<b>TOTALS</b>	<b>0</b>	<b>N/A</b>	<b>N/A</b>



Board Agenda Item  
Tuesday, June 13, 2017

Agenda Item: N. - 2.

Title: Variable Term Waiver Renewal Requests

**CONTACT PERSON:** Barry Jager

**FOR INFORMATION:** July 26, 2017

**FOR ACTION:** August 16, 2017

**RECOMMENDATION:**

Approve the Variable Term Waiver Renewal Requests, as submitted.

**DISCUSSION:**

District Administration has actively sought qualified candidates who hold the appropriate subject matter credentials inclusive of English Learner authorizations. In cases where a Designated Subjects (DS) and/or Career Technical Education (CTE) credential holder is required to hold a Specially Designed Academic Instruction Delivered in English (SDAIE) authorization, but does not yet hold this authorization, and is not able to obtain an emergency Cross-cultural, Language and Academic Development (CLAD) permit, it is necessary to request a Variable Term Waiver.

Currently, Clovis Unified School District employs the following teachers who hold preliminary DS and/or CTE teaching credentials. These credentials do not include an SDAIE authorization while in a preliminary status.

<b><u>Name of Applicant</u></b>	<b><u>Assignment</u></b>	<b><u>Grade Level</u></b>	<b><u>School Site</u></b>	<b><u>Employment Status</u></b>
Rachel Flores	Teacher, Business and Finance Lab	9-12	CART	Preliminary CTE (Education, Child Development & Family Services)
Michael Miller	Teacher, Automotive – Industrial Technology	9-12	Clovis West High School	Preliminary CTE (Transportation)
Katelyn Shea	Teacher, Sports Medicine	9-12	Clovis North Educational Center	Preliminary CTE (Health Science & Medical Technology)

The anticipated date(s) of program completion to obtain the SDAIE English Learner authorizations for the above-referenced teachers will be on or before August 2018. As such, it is recommended that these Variable Term Waiver Renewal Requests be approved to provide the time necessary for the teachers to earn their full English Learner authorizations.

Copies of the Variable Term Waiver Renewal Requests forms were given to members of the Governing Board with their agenda materials for the July 26, 2017, Board meeting.

**FISCAL IMPACT/FUNDING SOURCE:**

None.

**REVISIONS:**