



TULARE CITY

School District



August 14, 2024

RECEIVED

AUG 22 2024

TULARE COUNTY
CLERK OF THE BOARD

Clerk of the Board of Supervisors
Attn: Melinda Benton
2800 W. Burrell Ave.
Visalia, CA 93291

Dear Melinda,

Please see the attached 2024 Local Agency Biennial Notice for Tulare City School District. All required 700 Forms are on file in the Superintendent's Office and our Conflict of Interest Code was updated and adopted at our regular scheduled Board meeting on August 13, 2024.

If you have any questions, please feel free to contact me.

Sincerely,

Ira Porchia
Superintendent

IP:mj

Board of Trustees

President Daniel Enriquez	Vice President Melissa Janes	Clerk Irene Henderson	Members Willard Epps Connie Diaz
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Superintendent
Ira Porchia

Administration

Ass't Supt., Personnel Philip Pierschbacher	Ass't Supt., Business Joyce Nunes	Ass't Supt., Educational Services Jennifer Marroquin	Ass't Supt., State/Federal Programs & Systems David Freitas
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600 N. Cherry St.
Tulare, CA 93274



559.685.7200
559.685.7248 Fax



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2024 Local Agency Biennial Notice

Name of Agency: Tulare City School District
Mailing Address: 600 N. Cherry St. - Tulare. CA 93274
Contact Person: Michelle Junio Phone No. (559) 685-7212
Email: mjunio@tcsdk8.org Alternate Email: N/A

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☒ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☒ Include new positions
- ☒ Revise disclosure categories
- ☒ Revise the titles of existing positions
- ☒ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (*describe*) _____

☒ **The code is currently under review by the code reviewing body.** adopted 8/13/24 Board Meeting

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

August 14, 2024

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2024**, or by the date specified by your agency, if earlier, to:

**Clerk of the Board of Supervisors
Attn: Melinda Benton
2800 W. Burrel Avenue
Visalia, CA 93291**

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

CONFLICT OF INTEREST

**RESOLUTION ADOPTING A
CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Governing Board of the Tulare City School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Tulare City School District has recently reviewed its positions, and the duties of each position, and has determined that changes to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Tulare City School District Governing Board adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS 13th day of August, 2024 at a regular meeting, by the following vote:

AYES: Diaz, Janes, Enriquez, Henderson, Epps

NOES: None

ABSENT: None

Attest: None

A handwritten signature in black ink, appearing to read 'Daniel Enriquez', is written over a horizontal line.

Daniel Enriquez, President, TCSD Board of Trustees

**Conflict of Interest Code of the
Tulare City School District**

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. **Category 1:** A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.
2. **Category 2:** A person designated Category 2 shall disclose:
 - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
3. **Full Disclosure:** Because it has been determined that the district's Board members and/or Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

CONFLICT OF INTEREST (continued)

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Designated Positions

<u>Designated Position</u>	<u>Disclosure Category</u>
Governing Board Members	1,2,3
Superintendent of Schools	1,2,3
Assistant Superintendent (Business Services)	1,2,3
Assistant Superintendent (Educational Services)	1,2,3
Assistant Superintendent (Personnel)	1,2,3
Assistant Superintendent (State/Federal Programs & Systems)	1,2,3
Director (Business)	2
Director (Educational Operations)	2
Director (Learning/Support)	2
Director (Maintenance, Operations, Transportation & Facilities)	2
Director (Nutrition Services)	2
Director (Special Education & Psychological Services)	2
School Principal	2
Administrator (Database & Application)	2
Administrator (Health Services and Programs)	2
Administrator (Maintenance and Operations)	2
Administrator (MTSS/LCAP)	2
Administrator (Transportation and Operations)	2
Coordinator (Bilingual)	2
Coordinator (Child Welfare, Attendance, and Safety)	2
Coordinator (Community-Based Organizations)	2
Coordinator (Community Schools)	2
Coordinator (Preschool)	2
Coordinator (Special Education)	2
Coordinator (Technology Services)	2
Supervisor (Business)	2
Supervisor (Custodians)	2
Supervisor (Educational Data Systems)	2
Supervisor (Instructional Technology)	2
Supervisor (Nutrition Services)	2
Supervisor (Personnel)	2
Supervisor (Safety)	2
Manager (Child Welfare)	2
Manager (Custodians)	2
Manager (Digital Communications)	2
Manager (Expanded Learning Opportunities Program)	2
Manager (Kitchen Operations)	2
Manager (Maintenance and Operations)	2
Manager (Nutrition Services)	2
Manager (Projects)	2
Manager (Transportation/Operations)	2

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

Updates: 8/13/24, 1/23/24, 1/24/23, 6/30/20, 1/28/20, 2/12/19, 10/23/18, 1/23/18, 6/27/17,
1/24/17

Adopted: 9/27/16

TULARE CITY SCHOOL DISTRICT
Tulare, California

<u>Designated Position</u>	<u>Disclosure Category</u>
Governing Board Members	1,2,3
Superintendent of Schools	1,2,3
Assistant Superintendent (Business Services)	1,2,3
Assistant Superintendent (Educational Services)	1,2,3
Assistant Superintendent (Personnel)	1,2,3
Assistant Superintendent (State/Federal Programs & Systems)	1,2,3
Director (Business) (new)	2
Director I (Child Welfare and Safety) (deleted)	2
Director I (Educational Operations) (updated)	2
Director I (Information Systems) (deleted)	2
Director I (Learning/Support) (updated)	2
Director (Maintenance, Operations, Transportation & Facilities) (new)	2
Director (Nutrition Services) (new)	2
Director I (Special Education & Psychological Services) (updated)	2
Director II (Health Services and Programs) (deleted)	2
Administrator (Database & Application)	2
Administrator (Health Services and Programs) (new)	2
Administrator (Maintenance and Operations)	2
Administrator (Transportation and Operations)	2
Administrator (MTSS/LCAP) (new)	2
Instructional Technology Service Manager (deleted)	2
Coordinator (Bilingual)	2
Coordinator (Business) (deleted)	2
Coordinator (Child Welfare, Attendance, and Safety) (new)	2
Coordinator (Community-Based Organizations)	2
Coordinator (Community Schools)	2
Coordinator (Maintenance, Operations, Transportation & Facilities) (deleted)	2
Coordinator (MTSS/LCAP) (deleted)	2
Coordinator (Preschool)	2
Coordinator (Special Education)	2
Coordinator (Technology Services) (new)	2
Coordinator II (Nutrition Services) (deleted)	2
Coordinator III (Nutrition Services) (deleted)	2
Supervisor I (Business) (updated)	2
Supervisor I (Child Welfare and Attendance) (deleted)	2
Supervisor I (Custodians) (updated)	2
Supervisor (Educational Data Systems) (new)	2
Supervisor (Instructional Technology) (new)	2
Supervisor I (Nutrition Services) (updated)	2
Supervisor I (Personnel) (updated)	2
Supervisor (Safety) (new)	2
Manager (Child Welfare, Attendance & Safety) (deleted)	2
Manager (Child Welfare) (new)	2
Manager (Educational Data Systems) (deleted)	2
Manager (Maintenance and Operations)	2

Manager (Projects)	2
Manager (Transportation/Operations)	2
Manager I (Custodians) (updated)	2
Manager I (Digital Communications) (updated)	2
Manager I (Expanded Learning Opportunities Program) (updated)	2
Manager I (Kitchen Operations) (updated)	2
Manager I (Nutrition Services) (updated)	2
School Principal	2