

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, January 13, 2016
Closed Session – 6:45 P.M.
Public Session – 7:15 P.M.
District Office Board Room
500 Dyer Street, Orcutt, CA 93455

CALL TO ORDER 6:45 P.M.

A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

This section of the agenda is intended for members of the public to address the Board of Trustees on items that are being considered in Closed Session.

ADJOURN TO CLOSED SESSION

Adjourn to Closed Session for the purpose of discussing matters expressly authorized by Government Code Section 3549.1, 54956.95, 54957, and 54957.6.

1. Public Employment per Personnel Report.
2. Public Employee Employment/Discipline/Dismissal/Release.
3. Conference with labor negotiator Dr. Deborah Blow, Superintendent and/or Don Nicholson.
 - a. OEA
 - b. CSEA
4. Conference with labor negotiators for unrepresented employees:
 - a. Certificated and Classified Management, and Confidential.
Agency representative – Superintendent.
 - b. Superintendent. Agency representative – Board of Trustees
5. Student disciplinary/expulsion matters.

RECONVENE TO PUBLIC SESSION 7:15 P.M.

B. Public Report on Action Taken in Closed Session

C. Adoption of January 13, 2016 Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

The Board of Trustees welcomes comments about items appearing or not appearing on tonight's agenda. The audience members wishing to address the Board during the Public Comment segment of the agenda are reminded to fill out a *Public Comment Form* from the Superintendent's secretary and submit it prior to the time the presiding officer calls for Public Comment.

A maximum of thirty (30) minutes is set aside for Public Comment; speakers are allowed a maximum of three (3) minutes to address the Board on any items within the Board's jurisdiction in accordance with the Brown Act. The Board will limit any response to public comments to brief statements, referral to staff, or referral to a future board meeting.

D. Superintendent's Report

An opportunity for the Superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities such as curriculum/instructional updates, timely events/information, and district activities.

1. OCAF Report
2. Campus Connection Presentation
3. Strategic Plan Update
4. Technology Plan

E. Public Comment

An opportunity for the public to provide input to the Board of Trustees. Those wishing to speak about a specific agenda item may do so during the Public Comment segment or when the item is being considered. Any request to speak must be submitted on a *Request for Public Comment Form* which can be obtained from the Superintendent's secretary and submitted prior to the presiding officer addressing the item. If you choose to speak when an item is before the Board, your name will be called prior to Board consideration. An item not on the agenda must be addressed during the Public Comment segment of the agenda.

F. Written Communication

Documents addressed to or by board members as communications during a Board of Education meeting are defined as letters from parents or community members regarding issues within the jurisdiction of authority of the Board of Education; information or reports from professional organizations, i.e., CSBA, SBCSBA, etc.; letters or reports from other public agencies; letters or reports from legislators; or letters or reports from district schools or staff.

CONSENT AGENDA ITEMS

Actions proposed for Consent Agenda (block vote) items are consistent with approved practices of the district and are deemed routine in nature. Since trustees receive board agenda backup information in advance of scheduled meetings, they are prepared to vote with knowledge on the block vote items.

Consent Agenda items are voted on at one time, although any such item can be considered separately at a board member's request.

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting December 9, 2015
- E. Board Policy 0420, School Plans/Site Councils for second reading
- F. Board Policy 1312.3, Uniform Complaint Procedures for second reading
- G. Board Policy 5131.2, Bullying for second reading
- H. Board Policy 5148, Child Care and Development for second reading
- I. Board Policy 5148.3, Preschool/Early Childhood Education for second reading
- J. Agreement for Legal Services, Fagen, Friedman & Fulfroost LLP
- K. Quarterly Report on Williams/Valenzuela Uniform Complaints – October – December 2015

It is recommended that the Board of Trustees approve Consent Agenda Items A through K as submitted.

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Gifts

Alice Shaw School received a donation of \$1500 from Kellogg's for school supplies. Shannon Sendejas entered Alice Shaw School in the Kellogg's Back to School Text-to-win Sweepstakes. The Campus Connection Program received \$1500 in Toys R Us Gift Cards from former Child Care Coordinator, Cindy Files, to purchase activities for the Campus Connection students.

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forward to Kellogg's, Shannon Sendejas and Cindy Files.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. 2014/2015 Audit Report

Staff recommends that the Board of Trustees accept the audit report ending June 30, 2015, as presented. A copy of the 2014/2015 Audit Report is available for review at the District Office, 500 Dyer Street, Orcutt, CA. M-F from 7:30 am – 4:30 pm.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Single School Plans for Student Achievement

Staff recommends that the Board of Trustees approve the Single School Plan for Student Achievement for Joe Nightingale, Alice Shaw, Patterson Road, Olga Reed and Lakeview Junior High schools, as submitted. Copies of the Single School Plans for Student Achievement are available for review at the District Office, 500 Dyer Street, Orcutt, CA M-F 7:30 a.m.-4:30 p.m.

Moved _____ Second _____ Vote _____

2. Board Policy 0500, Accountability

Staff recommends that the Board of Trustees adopt Board Policy 0500, Accountability for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

3. Board Policy 5141.31, Immunizations

Staff recommends that the Board of Trustees adopt Board Policy 5141.31, Immunizations, for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

4. Board Policy 6170.1, Transitional Kindergarten

Staff recommends that the Board of Trustees adopt Board Policy 6170.1, Transitional Kindergarten for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

5. Board Policy 6190, Evaluation of the Instructional Program

Staff recommends that the Board of Trustees adopt Board Policy 6190, Evaluation of the Instructional Program for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, February 10, 2016, beginning with Closed Session beginning at 6:45 p.m., Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. A Special Board Study Session will be held on January 20, 2016 beginning at 6:00 p.m.

ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (805) 938-8907. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting.

All documents related to the open session agenda are available for review 72 hours prior to the meeting at the Orcutt Union School District Office, 500 Dyer Street, Orcutt, CA.

Classified Personnel Action Report
January 13, 2016

TO: Deborah Blow, Ed.D. DB
 SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources
 SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Arguilles Maria	Transportation	Bus Attendant	11/5	3.50	\$16.08/hr	12/01/15	Permanent/Probationar
Atanasov Richard	Campus Connection	Child Care Assistant				01/01/16	Resignation
Badenell Lisa	Transportation	Bus Attendant			\$175/mo	03/01/16	Longevity 20 years
Cassels Hannah	Early Learning Center	Inst Assistant/Preschool	11/6	3.75	\$16.89/hr	12/14/15	Permanent/Probationar
Joseph Jane	Transportation	Bus Attendant	11/6	4.81	\$16.89/hr	12/01/15	Increase in hours
Landreth Chadley	Alice Shaw	Media Specialist	14/6	24/wk	\$18.19/hr	12/14/15	Promotion
Lane Kara	Joe Nightingale	Media Specialist	14/6	35/wk	\$18.19/hr	12/14/15	Increase in hours
Lara, Charlene	Transportation	Driver	15/1	3.83/wk	\$14.60/hr	01/12/16	Permanent/Probationar
McMann Ross	MOT	Utility Worker			\$14.94/hr	12/21/15	Temporary Worker
Robertson Shelley	Lakeview Jr. High	Inst Assistant			\$150/mo	02/01/16	Longevity 15 years
Stoskopf Marcia	Child Nutrition	Transport Worker				02/19/16-03/01/16	Request Unpaid Leave Without Pay
Troll Susan	Transportation	Bus Driver			\$200/mo	03/01/16	Longevity 25 years

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson
Assistant Superintendent of Human Resources

DATE: Board Meeting of January 13, 2016

RE: ***RECOMMENDATIONS FOR APPROVAL AND RATIFICATION***

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Barba, Patricia	Shaw	Extra Duty	\$40/hr	11/23/15	ELA Adoption, 6 hrs
Brannon, Erica	Nightingale	Hourly	\$25	11/18/15	ELD Meeting, 6.5 hrs
Brickey, Patrick	Lakeview	Extra Duty	\$40/hr	11/3-11/24/15 11/21/15	Homework Club, 3 hrs Saturday School, 3.5 hrs
Camacho, Diane	Nightingale	Hourly	\$25 \$30	11/18/15 11/3-11/30/15	ELD Meeting, 4 hrs Home & Hospital, 20 hrs
Cantrell, Andrea	Nightingale	Hourly	\$25	1/12/16	Title 1, 27.5 hrs wk
Castaneda, Enedina	Orcutt	Hourly	\$25	11/18/15	ELD Meeting, 3 hrs
Cordero, Linda	District	Daily	\$300	11/12-11/17/15	Sub Administrator, 4 days
Darnton, Sharon	District	Hourly	\$85	10/30-11/18/15	Staff Development for SPED, 16.5 hrs
DelCarmen, Maria	Lakeview	Extra Duty	\$40/hr \$50	10/27/15 11/3/15	Articulation, 4 hrs Basketball Supervisor, 1 game
DelValle, Abel	District	Daily	\$300	11/4-11/16/15	Sub Administrator, 3 days
Dell'Armo, Sarah	Orcutt	Extra Duty	\$40/hr \$470	11/23/15 10/28-12/8/15	Worked Prep, 1 hr Basketball Supervisor, 8 games
Ederer, Sheri	Pine Grove	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs
Francisco, Mary	Dunlap	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs
Furst, Elaine	Lakeview	Extra Duty	\$50/ea	11/5-11/18/15	Basketball Supervisor, 2 games
Garza, Linda	District	Daily	\$300	11/5-12/17/15 10/27-11/5/15	Sub Administrator, 4 days Administrator Mentor, 1 day
Golden, Jennifer	District	Hourly	\$25	11/18/15	ELD Meeting, 3.5 hrs
Harlow, Kayla	Dunlap	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs
Harris, Steve	Lakeview	Extra Duty	\$50/ea	11/3-11/5/15	Basketball Supervisor, 2 games
Hart, Don	District	VI	\$113,726	1/29/16	Retirement

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Hughes, Michelle	District	Hourly	\$25	11/5-11/12/15	CELDT Testing, 8 hrs
Jackson, Kacie	Orcutt	Extra Duty	\$40/hr	11/30/15	SysOp, 2.5 hrs
Johnson, Courtney	Patterson	IV-2	\$48,860	2/1/16	Request Release from Contract (Resignation)
Kirby, Jeff	Orcutt	Extra Duty	\$470 \$40/hr	10/28-12/8/15 10/27-11/17/15 11/2-11/4/15	Basketball Supervisor, 8 games Articulation, 4.5 hrs Parent CPM Meeting, 3 hrs
Kirkland, Keri	Lakeview	Extra Duty	\$40/hr	11/24/15	Worked Prep, 1 hr
Longest, Tammi	Shaw	Hourly	\$25	11/18/15	ELD Meeting, 5.75 hrs
Macdonald, Christa	Nightingale	Hourly	\$25	2015-16 11/16-11/30/15	LCAP/After School, 4 hrs wk Intervention, 5 hrs
Manfredi, Patty	Lakeview	Extra Duty	\$50/ea	11/18/15	Basketball Supervisor, 1 game
Orozco, Xiaoyan	Lakeview	Extra Duty	\$40/hr	11/9-11/30/15	Interpreter, 4 hrs
Patterson, Suzi	Pine Grove	Hourly	\$25	2015-16	Intervention, 8 hrs week
Robles, Danielle	Lakeview	Extra Duty	\$50/ea	11/9/15	Basketball Supervisor, 1 game
Salinas, Ernie	Orcutt	Extra Duty	\$40/hr	11/15/15 11/15/15	SysOp, 2.5 hrs Athletic Director, 5 hrs
Sanders, Greg	Lakeview	Extra Duty	\$40/hr	11/24/15 11/5-11/19/15	Worked Prep, 1 hr Homework Club, 3 hrs
Streeper, Rodney	Lakeview	Extra Duty	\$40/hr	11/5/15	Worked Prep, 1 hr
Trenev, Valerie	Shaw	Extra Duty	\$40/hr	7/6-7/8/15	CPM Training, 18 hrs
Tummolo, Launi	Lakeview	Extra Duty	\$40/hr	11/4-11/18/15	Homework Club, 2 hrs
Underwood, Nancy	Lakeview	Extra Duty	\$50/ea	11/5-11/16/15	Basketball Supervisor, 2 games
VanAllen, William	Lakeview	Extra Duty	\$40/hr	11/3-11/17/15 11/3-11/24/15	Athletic Director, 5 hrs Detention, 6 hrs
Zamudio, Kelli	Orcutt	Extra Duty	\$40/hr	11/3-11/30/15	Detention, 10 hrs

Warrants

These materials are not included in this copy of the agenda. The warrants are available for review at the District Office, 500 Dyer Street, Orcutt, CA. Monday-Friday from 7:30 am – 4:30 pm.

This procedure is in compliance with the Public Document Law, Government Code Section Number 6257.

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
December 9, 2015**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, December 9, 2015 beginning with Mr. Hatch calling Public Session to order at 6:57 p.m. The Pledge of Allegiance was led by Jan Zilli. Members Present: Buchanan, Hatch, Peterson, Phillips and Zilli. Absent: None. Administrators Present: Blow, Con, Edds, Nicholson and Fell. Absent: None.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adjourn to Closed Session at 7:00 p.m. Ayes: Hatch, Peterson Phillips and Zilli. Absent: Buchanan was absent for the vote.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:15 p.m. and Mr. Hatch reported that no action was taken in Closed Session. It was moved by Liz Phillips, seconded by Rob Buchanan and carried to adopt the December 9, 2015 agenda, as presented. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

ANNUAL ORGANIZATION OF THE BOARD

It was moved by Jim Peterson, seconded by Jan Zilli and carried to elect Lizabeth Phillips as Board President. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jan Zilli, seconded by Jim Peterson and carried to elect Rob Buchanan as Board Clerk. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

Board members took their appropriate places at the board table.

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to designate Superintendent Blow as Secretary to the Board. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to set the date and time for all regular meetings in 2016 as the second Wednesday of each month (with the exception of July) with Public Session beginning at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to appoint Jan Zilli as representative to the County Committee on School District Organization. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

SUPERINTEDENT'S REPORT

Superintendent Blow thanked the staff at Alice Shaw for their calming and professional manner during the recent school accident.

She announced that earlier in the day she and Don Nicholson had the privilege of notifying Bob Schmalbach, 3/4 teacher at Ralph Dunlap School, that he was selected as the district's candidate for Santa Barbara County Teacher of the Year.

OCAF Report

The new Executive Director, Allison Bailey, will begin work on December 16th and has already been busily involved in the OCAF float for the Orcutt Christmas Parade. The Gala is coming up on February 27th and everyone was reminded to get their tickets early since this is a very popular event.

Joe Nightingale School Presentation

With the introduction of the Digital Media Academy and iPad Academy 5th and 6th grade teachers Mrs. Rhyne, Mrs. Ramos and Mrs. DePalma-Steed have used the new resources to provide their students with a new means to present assignments. Students Lance Barredo, Jack Rhyne and Ryan Steed each presented ways that they have used their new skills to participate in an assigned activity. The Board was also given an opportunity to "challenge their skills" in an activity.

PUBLIC COMMENT

Board President Phillips explained that to maintain consistency during the Public Comment portion of the agenda a 3 minute “timer” will be running on agenda screen.

OEA President Monique Segura reported that a “Go Fund Me” account has been established to assist teacher Courtney Johnson and welcomed others to contribute. Patterson Road will once again be hosting *Santa’s Workshop* and encouraged everyone to attend. CTA has established a Disaster Relief Fund and one of the OEA members has already been funded and another member is pending approval. Recipients receive \$3000. Monique thanked all staff for their support during the recent accident at Alice Shaw School and particularly the continuous support and guidance by principal Jenee Severance.

Pat Brickey wished all the students involved in yesterday’s accident a speedy recovery and thanked the administrators and staff for the united leadership displayed. With negotiations upcoming he brought up several questions and concerns OEA would like addressed prior to returning to the table next week.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting, November 18, 2015
- E. Minutes, Special Meeting, October 28, 2015
- F. Hiring of Coaches 2015-2016

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve Consent Agenda Items A through F as submitted. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

ITEMS SCHEDULED FOR ACTION

Trips

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the Lakeview Junior High Robotics Team trip to compete in “Trojonics” 7563 at La Canada High School in Los Angeles on December 12, 2015. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

First Interim Report

Assistant Superintendent/Business Services, Walter Con, gave a presentation on the 2015/2016 First Interim Report and answered questions from the Board.

It was moved by Jan Zilli, seconded by Bob Hatch and carried to approve the 2015/2016 First Interim Report as presented and authorize the filing of a positive certification for 2015/2016 and the next two years with the Santa Barbara County Education Office. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

Auditor Services Contract

It was moved by Bob Hatch, seconded by Jim Peterson and carried to authorize staff to enter into a contract with Vavrinek, Trine, Day & Co, LLP for audit services for 2015-2016 through 2017-2018. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

Agreement for Legal Services

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to approve the contract with Dannis Woliver Kelley, as presented. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

Single School Plans

It was moved by Jim Peterson, seconded by Jan Zilli and carried to table the approval of the Single School Plans until the next regular board meeting. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

Board Policies

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt *Board Policy 0420, School Plans/Site Councils* for first reading and that it be placed on the next Consent Agenda for second reading. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt *Board Policy 1312.3, Uniform Complaint Procedures* for first reading and that it be placed on the next Consent Agenda for second reading. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt *Board Policy 5131.2, Bullying*, for first reading and that it be placed on the next Consent Agenda for second reading. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to adopt *Board Policy 5148, Child Care and Development*, for first reading and that it be placed on the next Consent Agenda for second reading. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt *Board Policy 5148.3, Pre-school/Early Childhood Education*, for first reading and that it be placed on the next Consent Agenda for second reading. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

TEMS FOR INFORMATION/DISCUSSION

The California Department of Education Library Survey was presented for information. The Board commented that the Library Program was cut significantly in the past and asked that they receive an update on the current program.

Liz Phillips presented outgoing Board President Hatch with a gift and all of the Board thanked him for his guidance during the past year.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, January 13, 2016 beginning with Public Session at 7:15 p.m. in the District Office Board Room., 500 Dyer Street, Orcutt, CA.

ADJOURN

It was moved by Jan Zilli, seconded by Bob Hatch to adjourn the meeting at 8:25 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Rob Buchanan, Clerk, Board of Trustees



Fagen Friedman & Fulfrost LLP

AGREEMENT FOR LEGAL SERVICES

This agreement is by and between Orcutt Union School District (“Client”) and the law firm of Fagen Friedman & Fulfrost LLP (“Attorney”). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective September 1, 2015:

- 1. CONDITIONS.** This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.
- 2. SCOPE OF SERVICES.** Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client’s inquiries.
- 3. CLIENT’S DUTIES.** Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client’s attention, to abide by this Agreement, to pay Attorney’s bills on time and to keep Attorney advised of Client’s address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.
- 4. CONSULTANT SERVICES.** Attorney may provide consulting services in addition to or in support of the legal services provided pursuant to this Agreement, through qualified non-attorney Communication Services and Education Consultants. These services are intended to support Client with communications work or educational consultant services related to labor and employment matters, special education and student matters, high-profile litigation and settlement agreements, in addition to employee, community, inter-governmental and media relations.
- 5. LEGAL FEES AND BILLING PRACTICES.** Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney’s prevailing rates for all time spent on Client’s matter by Attorney’s legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney’s number of years of experience.

The rates on this schedule are subject to change on 30 days’ written notice to client. If Client declines to pay any increased rates, Attorney will have the right to withdraw as Attorney for Client. The time charged will include the time Attorney spends on telephone calls relating to Client’s matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client’s matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.

6. COSTS AND OTHER CHARGES. (a) In general, Attorney will incur various costs and expenses in performing legal services under this Agreement. Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include fees fixed by law or assessed by public agencies, messenger and other delivery fees, postage, photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses and consultants' fees and other similar items. Except for in-office photocopying, facsimile charges and mileage, all costs and expenses will be charged at Firm's cost.

In office Photocopying	\$0.25/page
Facsimile Charges	\$1.00/page
Mileage	IRS Standard Rate
Postage	Actual Cost

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

7. BILLING STATEMENTS. Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

8. DISCHARGE AND WITHDRAWAL. Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. After services conclude, Attorney will, upon Client's request, deliver Client's file(s) and property in Attorney's possession, whether or not Client has paid for all services. Attorney shall transition all outstanding legal work and services to others as Client shall direct.

9. DISCLAIMER OF GUARANTEE AND ESTIMATES. Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

10. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

11. MODIFICATION BY SUBSEQUENT AGREEMENT. This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

12. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

13. MEDIATION CLAUSE. If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

14. EFFECTIVE DATE. This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

Orcutt Union School District

Fagen Friedman & Fulfrost LLP



Dr. Debroah Blow, Superintendent



Chris Keeler, Partner

DATE: December 10, 2015

DATE: 9-24-2015



PROFESSIONAL RATE SCHEDULE

Orcutt Union School District
(Effective September 1, 2015)

1. **HOURLY PROFESSIONAL RATES**

Client agrees to pay Attorney by the following standard hourly rate:

Associate	\$185 - \$195 per hour
Partner	\$230 - \$250 per hour
Of-Counsel	\$250 per hour
Paralegal/Law Clerk	\$110 - \$130 per hour
Education Consultant	\$150 per hour
Communication Services Consultant	\$195 per hour

Travel time shall be charged only from the attorney's nearest office to the destination and shall be prorated if the assigned attorney travels for two or more clients on the same trip. If Client requests a specific attorney, Client agrees to pay for all travel time of that specific attorney in connection with the matter.

2. **ON-SITE LEGAL SERVICES**

At Client's discretion and by prior arrangement of Client and Attorney, Attorney may provide regularly scheduled on-site legal services ("Office Hours") to address legal issues that may arise in Client's day-to-day operations. **Office Hours for Client consists of eight (8) hours at the Client's administrative offices and travel to and from Client.** Office Hours shall be provided at a reduced daily rate. The rate for Office Hours shall be, and the client agrees to pay Attorney, as follows:

Associate	\$1,900 (discounted from \$1,950)
Partner	\$2,300 (discounted from \$2,500)

3. **COSTS AND EXPENSES**

In-office Photocopying	\$0.25 per page
Facsimile	\$1.00 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

Quarterly Report

on

Williams/Valenzuela Uniform Complaints

[Education Code § 35186]

2016

District: Orcutt Union School District

Name of person completing this form: Alice Salazar

Title of person completing this form: Administrative Assistant

Please provide the date when this information will be reported publicly at the district governing board meeting:

January 13, 2016

Quarterly report submission date (check one):

April (Jan.—March)

July (April—June)

October (July—Sept.)

January (Oct.—Dec.)

General Subject Area	Total no. of complaints	No. of complaints resolved	No. of complaints unresolved
Textbooks and instructional materials	0		
Teacher vacancy or misassignment	0		
Facilities conditions	0		
<i>Valenzuela/CAHSEE</i> intensive instruction and services	0		
TOTALS	0	0	0

Signature of district superintendent

Date



Shaw Elementary School

759 Dahlia Place
Santa Maria, California 93455
Orcutt Union School District
www.aliceshawschool.net

Phone: (805) 938-8850

Fax: (805) 938-8899

Date 12/15/15

Dr. Blow
Superintendent &
The Board of Trustees
Orcutt Union School District
501 Dyer St.
Orcutt, CA 93455

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$1500.00 from Kellogg's.

This donation will be used to school supplies. We thank Kellogg's for this donation and appreciate their support.

Sincerely,


Principal

Cc:
Kellogg's
P.O. Box 5001
Battle Creek, MI 49018-5001

Shannon Sendejas
517 Conception Ave
Santa Maria, CA 93454

Mrs. Sendejas entered Kellogg's Back to School Text-to-win Sweepstakes! On behalf of Mrs. Sendejes for entering we thank her for her support.



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 12/15/2015

DONOR: Name: Kellogg's
Address: P.O. Box 5001 Battle Creek MI 49018-5001
Phone No. _____

GIFT: Item Donated _____ or Cash Donation \$ 1,500.00
(Fill in if money is donated)
Designated for: School
General Description: _____
Model No.: _____ Condition: New Used
Value (estimated): _____
Purpose of Gift: School Items
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: _____

INSTALLATION AND OPERATION (If answer to A is yes , answer B and C)

- A. Will gift require installation? Yes No
- B. What type of installation is required? _____
- C. Will donor pay installation costs? Yes No
- D. Will there be operating costs?
If yes, what type? Yes No

Acceptance Requested By (OUSD Staff Member): Natalie Ortega / Office Manager
Acceptance Approved By (Administrator): *[Signature]*
RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

Please submit request to the Superintendent's Office. (If denied, explanation is on reverse side of this form.)



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Campus Connection

Date: December 22, 2015

DONOR: Name: Ciindy Files
Address: 920 Calle Tio, Nipomo, CA 93444
Phone No.

GIFT: Item Donated Toys R Us Gift Cards or Cash Donation \$ 1,500 total
Designated for: Campus Connection School Sites - \$300 for each site to spend on games for children
General Description:
Model No.: Condition: [X] New [X] Used
Value (estimated): \$1,500
Purpose of Gift: Add additional activities for children in Child Care
Will gift be purchased through Business Services Office? [] Yes [X] No
Donor Conditions of Acceptance:

INSTALLATION AND OPERATION (If answer to A is yes , answer B and C)

- A. Will gift require installation? [] Yes [X] No
B. What type of installation is required?
C. Will donor pay installation costs? [] Yes [] No
D. Will there be operating costs? [] Yes [] No
If yes, what type?

Acceptance Requested By (OUSD Staff Member): Janet Bertoldi
Acceptance Approved By (Administrator): Janet Bertoldi

RECOMMENDATIONS: Principal or District Representative

BOARD ACTION: Date Accepted: Date Denied:

Please submit request to the Superintendent's Office. (If denied, explanation is on reverse side of this form.)



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Debbie Blow, Ed.D.

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: January 13, 2016

BOARD AGENDA ITEM: 2014/15 Audit Report

BACKGROUND: Education Code 41020 requires public school districts to annually conduct an audit of the district's financial records and internal operating procedures. This is accomplished through a qualified independent auditor who is responsible for completing and submitting this report to the District and the County Superintendent of Schools by December 15th of each year. The staff of the County Superintendent of Schools is responsible for reviewing the audit, making adjustments, if any, to District funds and insuring that a corrective action plan has been developed to correct audit exceptions (findings). After the audit is completed, Education Code Section 41020.3 requires that the Board, at a regularly scheduled Board meeting, review the completed annual audit of the district financial records and internal operating procedures.

Notes from the Independent Auditors' Report are as follows: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Orcutt Union School District, as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

This document will be submitted to the County Superintendent of Schools following the Board of Trustees approval.

RECOMMENDATION: It is recommended that the Board of Trustees accept the audit report ending June 30, 2015.

FUNDING: N/A



Educational Services

Holly Edds – Assistant Superintendent, Educational Services
hedds@orcutt-schools.net

To: Dr. Deborah Blow, Superintendent

From: Dr. Holly Edds, Assistant Superintendent, Educational Services

Board Meeting Date: January 13, 2016

Board Agenda Item: School Site Plans for Joe Nightingale, Alice Shaw, Patterson Road, Olga Reed, and Lakeview Junior High Schools

Background: In 2001, the California Legislature amended the planning requirement for schools that participate in state and federal categorical programs. These changes streamline the planning process and consolidate the plans for all categorical funds expended at each school site under the umbrella of one plan. These plans are revised annually by each school site council.

Recommendation: This evening the Single School Plans for Student Achievement are submitted for board approval as required in California statute. Staff recommends these be approved as submitted.



Educational Services

Holly Edds, Assistant Superintendent
hedds@orcutt-schools.net

TO: Dr. Deborah Blow, Superintendent

FROM: Dr. Holly Edds,
Assistant Superintendent, Educational Services

BOARD MEETING DATE: January 13, 2016

BOARD AGENDA ITEM: Board Policy 0500

ACCOUNTABILITY

BACKGROUND: Policy updated to add homeless students to the definition of numerically significant student subgroups whose progress toward district goals must be annually assessed.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 0500.

FUNDING: No funding implications.

Students

ACCOUNTABILITY

The Board of Trustees recognizes its responsibility to ensure accountability to the public for the performance of district schools. The Board shall regularly review the effectiveness of the district's programs, personnel, and fiscal operations, with a focus on the district's effectiveness in improving student achievement. The Board shall establish appropriate processes and measures to monitor results and to evaluate progress toward accomplishing the district's vision and goals.

(cf. 0000 - Mission)

(cf. 0200 - Goals for the School District)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 3460 - Financial Accountability and Reports)

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6190 - Evaluation of the Instructional Program)

Indicators of district progress in improving student achievement shall include, but are not limited to, the state Academic Performance Index (API) and the measures of "adequate yearly progress" (AYP) required under the federal accountability system.

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

The district and each district school shall demonstrate comparable improvement in academic achievement, as measured by the API, for all numerically significant student subgroups. Numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth, when the subgroup consists of at least 30 students with a valid test score or 15 foster youth. (Education Code 52052)

Evaluation results may be used as a basis for revising district or school goals, updating the LCAP or other comprehensive plans, identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support and assistance, awarding incentives or rewards, and establishing other performance-based consequences.

(cf. 0400 - Comprehensive Plans)

(cf. 0420 - School Plans/Site Councils)

Legal Reference:

EDUCATION CODE

33127-33129 Standards and criteria for fiscal accountability

33400-33407 California Department of Education evaluation of district programs
44660-44665 Evaluation of certificated employees
51041 Evaluation of the educational program
52052-52052.1 Academic Performance Index
52055.57-52055.59 Districts identified or at risk of identification for program improvement
52060-52077 Local control and accountability plan
CODE OF REGULATIONS, TITLE 5
1068-1074 Alternative schools accountability model, assessments
15440-15463 Standards and criteria for fiscal accountability
UNITED STATES CODE, TITLE 20
6311 Accountability, adequate yearly progress
6312 Local educational agency plan
6316 School and district improvement
CODE OF FEDERAL REGULATIONS, TITLE 34
200.13-200.20 Adequate yearly progress
200.30-200.53 Program improvement

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>

U.S. Department of Education: <http://www.ed.gov>

Policy Adopted: ~~4/15/2014~~ 01/13/2015

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

Holly Edds, Assistant Superintendent
hedds@orcutt-schools.net

TO: Dr. Deborah Blow, Superintendent

FROM: Dr. Holly Edds,
Assistant Superintendent, Educational Services

BOARD MEETING DATE: January 13, 2016

BOARD AGENDA ITEM: Board Policy 5141.31

IMMUNIZATIONS

BACKGROUND: Policy updated to reflect new law (SB 277, 2015) which limits the professional beliefs exemption to students whose parents/guardian submits a letter or written affidavit by January 1, 2016, in which case the exemption shall be effective only until the student enters the next grade span, as defined. Policy also deletes material related to conditional enrollment of transfer students while waiting for the transfer of immunization records, now addressed in AR.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5141.31.

FUNDING: No funding implications.

Students

IMMUNIZATIONS

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Board of Trustees desires to cooperate with state and local health agencies to encourage immunization of all district students against preventable diseases.

- (cf. 1400 - Relations between Other Governmental Agencies and the Schools)
- (cf. 5141.22 - Infectious Diseases)
- (cf. 5141.26 – Tuberculosis Testing)
- (cf. 6142.8 – Comprehensive Health Education)

Students enrolling for the first time in a district elementary or secondary school, preschool or child care and development program or, after July 1, 2016, enrolling in or advancing to grade 7 shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

- (cf. 5112.1 - Exemptions from Attendance)
- (cf. 5112.2 - Exclusions from Attendance)
- (cf. 5148 - Child Care and Development)
- (cf. 5148.3 – Preschool/Early Childhood Education)

Each transfer student shall be requested to present his/her immunization record upon registration at a district school.

- (cf. 6173 – Education for Homeless Children)
- (cf. 6173.1 – Education for Foster Youth)
- (cf. 6173.2 – Education of Children of Military Families)

~~However, when necessary, a transfer student may be conditionally admitted for up to 30 school days while his/her immunization records are being transferred from the previous school. If these records do not arrive within 30 school days, the student shall present written documentation by a physician, nurse or clinic, showing that the required immunizations were received. If such documentation is not presented, the student shall be excluded from school until the required immunizations have been administered.~~

Legal Reference:

EDUCATION CODE

- 44871 Qualifications of supervisor of health
- 46010 Total days of attendance
- 48216 Immunization
- 48853.5 Immediate enrollment of foster youth
- 48980 Required notification of rights
- 49403 Cooperation in control of communicable disease and immunizations
- 49426 Duties of school nurses
- 49701 Flexibility in enrollment of children of military families

51745-51749.6 Independent study

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable disease especially:

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information

CODE OF REGULATIONS, TITLE 5

430 Student records

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 42

11432 Immediate enrollment of homeless children

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

California Immunization Handbook for Child Care Programs and Schools, August 2015

Guide to Immunizations Required for Child Care

California Immunization Handbook for Schools and Child Care Programs, July 2003

Guide to Immunizations Required for School Entry

Guide to the Requirements of the California School Immunization Law for Parents of Children in or Entering School or Child Care

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of Local Education Agencies and State Compliance Reporting, July 2015

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009

WEB SITES

CDE: <http://www.cde.ca.gov>

California Department of Public Health, Immunization Branch:

<http://www.cdph.ca.gov/programs/immunize>

California Department of Public Health, Shots for Schools: <http://shotsforschools.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

Policy Adopted: 4/13/2011 ~~01/13/2016~~

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

Holly Edds, Assistant Superintendent
hedds@orcutt-schools.net

TO: Dr. Deborah Blow, Superintendent

FROM: Dr. Holly Edds,
Assistant Superintendent, Educational Services

BOARD MEETING DATE: January 13, 2016

BOARD AGENDA ITEM: Board Policy 6170.1

TRANSITIONAL KINDERGARTEN

BACKGROUND: Policy updated to include clarification on eligibility for Transitional Kindergarten and guidelines on informing parents/guardians prior to enrollment of the advantages and disadvantages of early admittance.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 0500.

FUNDING: No funding implications.

Instruction

TRANSITIONAL KINDERGARTEN

The Board of Trustees desires to offer a high-quality transitional kindergarten program for eligible children who do not yet meet the minimum age criterion for kindergarten. The program shall assist children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The district's transitional kindergarten shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation.

(cf. 0420 – School Plans/Site Councils)
(cf. 1220 – Citizen Advisory Committees)
(cf. 6020 – Parent Involvement)

Eligibility

The district's transitional kindergarten program shall admit children whose fifth birthday lies between: ~~(Education Code 48000)~~ **is from September 2 through December 2.**
(Education Code 4800)

- ~~1. November 2 and December 2 in the 2012-13 school year~~
- ~~2. October 2 and December 2 in the 2013-14 school year~~
- ~~3. September 2 and December 2 in the 2014-15 school year and each school year thereafter~~

Parents/guardians of eligible children shall be notified of the availability of ~~this~~ **the TK** program and the age, residency, **immunization**, and any other enrollment requirements. Enrollment in the transitional kindergarten program shall be voluntary.

(cf. 5111 – Admission)
(cf. 5111.1 – District Residency)
(cf. 5111.12 – Residency Based on Parent/Guardian Employment)
~~(cf. 5111.13 – Residency for Homeless Children)~~
(cf. 5141.22 – Infectious Diseases)
(cf. 5141.31 – Immunizations)
(cf. 5141.32 – Health Screening for School Entry)

Curriculum and Instruction

The district's transitional kindergarten program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 – Curriculum Development and Evaluation)

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

~~Upon recommendation by the Superintendent or designee, the Board shall approve academic standards for transitional kindergarten that bridge~~ **The program shall be aligned with the** preschool learning foundations and kindergarten standards . ~~Such standards-~~ **It** shall be designed to facilitate students' development in essential skills ~~which may include, as appropriate,~~ **related to** language and literacy, mathematics, physical development, **health, visual and performing** the arts, science, **history-**social sciences, English language development, and social-emotional development.

(cf. 5148.3 – Preschool/Early Childhood Education)

(cf. 6011 – Academic Standards)

(cf. 6174 – Education for English Language Learners)

Staffing

~~Teachers assigned to teach in transitional kindergarten classes shall possess a teaching credential or permit that authorizes instruction at the kindergarten grade level.~~

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

(cf. 4112.2 - Certification)

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, 2020, have at least 24 units in early childhood education and/or child development, comparable experience in a preschool setting, and/or a child development teacher permit issued by the CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to ensure that transitional kindergarten teachers are knowledgeable about district standards and effective instructional methods for teaching young children.

(cf. 4131 – Staff Development)

Continuation to Kindergarten

~~A student shall not attend more than two years in a combination of transitional kindergarten and kindergarten. (Education Code 46300)~~

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

(cf. 5123 – Promotion/Acceleration/Retention)

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

A student shall not attend more than two years in a combination of TK and kindergarten. (Education Code 46300)

(cf. 5123 - Promotion/Acceleration/Retention)

~~Program Evaluation~~

Assessment

The Superintendent or designee shall develop or identify appropriate assessments of transitional kindergarten students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

(cf. 0500 – Accountability)

(cf. 6162.5 – Student Assessment)

Legal Reference:

EDUCATION CODE

8973	Extended-day kindergarten
37202	School calendar; equivalency of instructional minutes
44258.9	Assignment monitoring by County Office of Education
46111	Kindergarten, hours of attendance
46114-46119	Minimum school day, kindergarten
46300	Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten
48000	Minimum age of admission (kindergarten)
48002	Evidence of minimum age required to enter kindergarten or first grade
48200	Compulsory education, starting at age six
60605.8	Academic Content Standards Commission, development of Common Core Standards

Management Resources:

~~CSBA PUBLICATIONS~~

~~Transitional Kindergarten, Issue Brief, July 2011~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

Desired Results Developmental Profile, 2015

Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, 2013

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

Prekindergarten Learning Development Guidelines, 2000

First Class: A Guide for Early Primary Education, 1999

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

11-08 Transitional Kindergarten Assignments, Credential Information Alert, August 254, 2011

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

Policy Adopted: ~~03/14/2012~~ 01/13/2015 ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

Holly Edds, Assistant Superintendent
hedds@orcutt-schools.net

TO: Dr. Deborah Blow, Superintendent

FROM: Dr. Holly Edds,
Assistant Superintendent, Educational Services

BOARD MEETING DATE: January 13, 2016

BOARD AGENDA ITEM: Board Policy 6190

EVALUATION OF THE INSTRUCTIONAL PROGRAM

BACKGROUND: Policy updated to reflect the suspension of the state Academic Performance Index and new law (AB 104, 2015) which adds homeless students to the definition of numerically significant student subgroups whose progress toward district goals must be annually assessed. Policy also updates section of Federal Program Monitoring (FPM) to reflect new state tools for monitoring categorical programs, and actions needed if the FPM review results in a finding of noncompliance.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 6190.

FUNDING: No funding implications.

EVALUATION OF THE INSTRUCTIONAL PROGRAM

The Board of Trustees recognizes that it is accountable to the students, parents/guardians and community ~~for conducting a continual evaluation of the curriculum and the instructional program~~ **for the effectiveness of the district's educational program in meeting district goals for student learning. The Superintendent or designee shall conduct a continual evaluation of the curriculum and the instructional program in order to improve student achievement.**

(cf. 0200 – Goals for the School District)

(cf. 0500 - Accountability)

(cf. 6000 - Concepts and Roles)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

~~The Superintendent or designee shall review the effectiveness of district programs in meeting desired outcomes. He/she shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in each area of study. Based on these evaluations, the Board shall take appropriate actions to maintain the effectiveness of programs and, as needed, to improve the quality of education that district students receive.~~

(cf. 0510 – School Accountability Report Card)

(cf. 6011 – Academic Standards)

The Superintendent or designee shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in each area of study. In addition, he/she shall evaluate and report data for each district school and for every numerically significant student subgroup, as defined in Education Code 52052, including, but not limited to, school and subgroup performance on statewide achievement indicators and progress toward goals specified in the district's local control and accountability plan (LCAP).

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0510 - School Accountability Report Card)

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

Based on these reports, the Board shall take appropriate actions to maintain the effectiveness of programs and to improve the quality of education that district students receive.

Coordinated Compliance Reviews

~~The Superintendent or designee shall cooperate with the California Department of Education in the conduct of coordinated compliance reviews to ensure that all district categorical programs comply with federal and state laws and regulations. The Superintendent or designee shall notify the Board of the results of these reviews.~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~
~~(cf. 0420—School Plans/Site Councils)~~
~~(cf. 0420.1—School-Based Program Coordination)~~
~~(cf. 0420.3—School-Based Student Motivation and Maintenance Program)~~
~~(cf. 1312.3—Uniform Complaint Procedures)~~
~~(cf. 6171—Title I Programs)~~
~~(cf. 6172—Gifted and Talented Student Program)~~
~~(cf. 6174—Education for English Language Learners)~~
~~(cf. 6175—Migrant Education Program)~~
~~(cf. 6178—Vocational Education)~~
~~(cf. 6178.1—Work Experience Education)~~
~~(cf. 6179—Child Care and Development Programs)~~

Legal Reference:

EDUCATION CODE

33400-33407 Educational evaluations ~~(by CDE)~~
35178.4 Notice of loss of accreditation status
44662 Evaluation and assessment guidelines, *certificated employee performance*
48985 Compliance with translation of parental notifications
51041 Education program, evaluation and revisions
51226 Model curriculum standards
~~52034 Evaluations required for School Improvement Program~~
52052-52052.1 Academic Performance Index; numerically significant student subgroups
52060-52077 Local control and accountability plan
~~54650-54659 Education Improvement Incentive Program~~
62005.5 Failure to comply with purposes of funds
64000-64001 Consolidated application process
CODE OF REGULATIONS, TITLE 5
3930-3937 Program requirements
3942 Continuity of funding
UNITED STATES CODE, TITLE 20
6311 Adequate yearly progress

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Curriculum, 1996

CDE PUBLICATIONS

Update on the Status of Program Quality Review and Implementation of SB 374, Nov. 14, 2001

WEB SITES

CSBA: <http://www.csba.org>

CDE, School and District Accountability Division: <http://www.cde.ca.gov/ccpdiv>

WASC, Accrediting Commission for Schools: <http://www.acswasc.org>

Policy Adopted: ~~12/13/06~~01/13/2016

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California