

ORCUTT UNION SCHOOL DISTRICT  
Regular Charter Meeting of the Board of Trustees  
Wednesday, February 10, 2016  
Closed Session 6:00 p.m.  
Public Session —6:15 p.m.  
District Office Board Room  
500 Dyer Street, Orcutt, CA. 93455

**CALL TO ORDER** 6:00 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** 6:15 P.M.

- B. Public Report on Action Taken in Closed Session

- C. Adoption of February 10, 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. ASB Report
2. 2016/2017 Enrollment Lottery

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. Certificated Personnel Action Report
- B. Classified Personnel Action Report
- C. Minutes Regular Meeting, January 13, 2016
- D. Hiring of Coaches 2015/2016

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

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**ITEMS SCHEDULED FOR ACTION**

A. GENERAL

- 1. OAHS Robotics Team Trip to Long Beach, CA March 9-12, 2016

Staff requests that the Board of Trustees approve the OAHS Robotics Team trip to compete in the FIRST Robotics Regional Competition in Long Beach, CA March 9-12, 2016.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- 2. OAHS Robotics Team Trip to Ventura, CA March 23-26, 2016

Staff requests that the Board of Trustees approve the OAHS Robotics Team trip to compete in the FIRST Robotics Regional Competition in Ventura, CA March 23-26, 2016.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. OAHS Robotics Team Trip to St. Louis, MO April 27-30, 2016

Staff requests that the Board of Trustees approve the OAHS Robotics Team trip to compete in the FIRST Tech Challenge World Championship in St. Louis, MO April 27-30, 2016.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

4. Acceptance of Gift

OAHS Robotics Team received a donation of a new Jet Horizontal Band Saw from an anonymous corporate donor.

OAK-8 received a donation of \$270 from Thesa Roepke to defray expenses for the OAK-8 basketball teams.

It is recommended that the Board of Trustees accept these gifts and request that a letter of acceptance and appreciation be forwarded to Thesa Roepke.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

5. OAK-8 Reconfiguration

Staff recommends that the Board of Trustees approve a reconfiguration of the Orcutt Academy's K-8 campus effective for the 2016-2017 school year.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

B. EDUCATIONAL SERVICES

1. Safe School Plans

Staff recommends that the Board of Trustees approve the Safe School Plans for Orcutt Academy K-8, Orcutt Academy Independent Study Program and Orcutt Academy High School, as submitted. The plans are available for review at the District Office, 500 Dyer Street, Orcutt, CA, M-F 7:30 am. - 4:30 pm.

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, March 9, 2016, with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**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.*

# ORCUTT ACADEMY CHARTER SCHOOLS

## ORCUTT UNION SCHOOL DISTRICT

### Certificated Personnel Action Report

**TO:** Dr. Deborah Blow  
District Superintendent

**FROM:** Don Nicholson  
Assistant Superintendent, Human Resources


**DATE:** Board Meeting of February 10, 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>
Birch, Raul	Charter HS	Stipend	\$200	2015-16	Boys Golf Coach (shared)
Cadena, Sylvia	Charter HS	Stipend	\$200	2015-16	Assistant Dive Coach (shared)
Culbertson, Graham	Charter HS	Extra Duty	\$40/hr	12/1-12/10/15	Intervention, 5 hrs
Eubanks, Lauren	Charter HS	Extra Duty	\$40/hr	12/1-12/17/15	Intervention, 4 hrs
Gelotti, Scott	Charter HS	Extra Duty	\$40/hr	12/1-12/10/15	Detention, 4 hrs
Hubbard, Jenny	Charter HS	Extra Duty	\$40/hr	12/3-12/10/15	Intervention, 4 hrs
Krouse, Stephanie	Charter HS	Stipend	\$700	2015-16	Track Coach (split)
Lyon, Shane	Charter HS	Stipend	\$800	2015-16	Assistant Track Coach
Mason, Josh	Charter HS	Extra Duty	\$40/hr	12/1-12/8/15	Intervention, 3 hrs
McKenzie, Megan	Charter HS	Extra Duty	\$40/hr	12/2-12/18/15	Intervention, 3 hrs
Nelson, Bailey	Charter HS	Stipend	\$800	2015-16	Swim Assistant
Pacheco, Jenna	Charter HS	Extra Duty	\$40/hr	12/1-12/15/15	Intervention, 7 hr
Roux, Kailey	Charter HS	Stipend	\$600	2015-16	Assistant Dive Coach (shared)
Tosche, Marc	Charter HS	Stipend	\$700	2015-16	Track Coach (split)
White, Lincoln	Charter HS	Stipend	\$1200	2015-16	Boys Golf Coach (shared)

\*To be prorated

Classified Personnel Action Report  
Orcutt Academy  
February 10, 2016

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

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Metzler, Megan	OAHS	Child Nutrition Worker	7/1	1.00	\$11.99/hr	02/01/16	Permanent/Probationar

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR CHARTER MEETING  
January 13, 2016**

**CALL TO ORDER**

A regular charter meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, January 13, 2016 beginning with Mrs. Phillips calling Public Session to order at 6:00 p.m. The Pledge of Allegiance was led by Dr. Peterson. Members Present: Buchanan, Phillips, Peterson and Zilli. Absent: Hatch. Administrators Present: Blow, Con, Nicholson and Fell. Absent: Edds.

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn to Closed Session at 6:03 p.m. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 6:15 p.m. and Mrs. Phillips reported that no action was taken in Closed Session. It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt the January 13, 2016 agenda as presented. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

**SUPERINTEDENT'S REPORT**

ASB President Theresa Taylor reported on the Winter Sports Rally and their partnership with Jack's Helping Hands. The school will again be participating in Cinderella's Closet. This event was first organized by OAHS students in 2012 and is a place where girls can go to get prom dresses and accessories for free.

Principal Carter gave an update on the 10 Year Plan for Success that guides students through a decision making process to develop a meaningful 10 year education and career plan. The student's plan can be viewed by counselors, teachers and administrators in order to assist the student along the way. The goal is to have every graduate leave with a plan for their future, whether it be college or a vocational path.

Mr. Dana reported on the Orcutt Academy 2016/2017 enrollment application status. The applications remain fairly consistent with last year. The enrollment lottery will be held on February 3, 2016.

Orcutt Union School District and Orcutt Academy have received a CTE (Career Technical Education) Grant for \$85,000.

**CONSENT AGENDA ITEMS**

- A. Certificated Personnel Action Report
- B. Classified Personnel Action Report
- C. Regular Charter Board Minutes, December 9, 2015
- D. Hiring of Coaches 2015/2016

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

**ACTION AGENDA ITEMS**

**Gifts**

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to accept the gifts and requested that a letter of acceptance and appreciation be forwarded to Mr. & Mrs. James Woodard, Mr. & Mrs. Paul Gorton, Mr. & Mrs. Richard Detty/Detty Family Trust and Ms. Sandi Chavez. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

**Trips**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the OAHS Cheer Team trip to travel to Hawaii to compete in the National Cheer Championships March 24-26, 2016. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

Single School Plans for Student Achievement

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the Single School Plan for Student Achievement for the Orcutt Academy Charter, as submitted. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular charter board meeting is scheduled for Wednesday, February 10, 2016 with Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**ADJOURN**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adjourn the meeting at 6:44 p.m.

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Deborah L. Blow, Ed.D. Board Secretary

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Rob Buchanan, Clerk, Board of Trustees

# ***ORCUTT ACADEMY CHARTER HIGH SCHOOL***

## ***ORCUTT UNION SCHOOL DISTRICT***

**TO:** Dr. Deborah Blow  
District Superintendent

**FROM:** Don Nicholson  
Assistant Superintendent of Human Resources

**DATE:** February 10, 2016

**RE:** ***NOTIFICATION TO BOARD –HIRING OF ADDITIONAL CHARTER  
HIGH SCHOOL COACHES FOR 2015-16 SCHOOL YEAR***

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***Orcutt Academy Charter High School:***

Lincoln White	Boys Golf
Raul Birch	Boys Golf
Shane Lyon	Track Assistant
Sylvia Cadena	Dive Assistant
Kailey Roux	Dive Assistant
Bailey Nelson	Swim Assistant

\*Volunteer coaches are required to submit the same paperwork as paid positions and meet the State Certification requirements. They are no longer required to hold an ASCC certificate from the CTC but instead submit fingerprints to FBI and DOJ for background checks reportable to the Orcutt Union School District





## Orcutt Academy Administration Office

**TO:** Dr. Deborah Blow, Superintendent

**FROM:** Mr. Rhett Carter, OAHS Principal

**BOARD MEETING DATE:** February 10, 2016

**BOARD AGENDA ITEM:** FIRST Robotics Regional Competition in Long Beach, CA

**BACKGROUND:** March 9-12, 2016, thirty-seven Orcutt Academy High School Robotic students, along with Advisors, Gerritt Hull, Scott McClean, Assistant Advisor, Ty Fredriks and chaperones will attending the FIRST Regional Competition in Long Beach, CA. This will be an overnight trip with the team staying at a hotel in Long Beach, CA. Transportation will be provided by charter bus. All proceeds for this trip are being raised through fundraisers by the Robotics Team.

**RECOMMENDATION:** Staff recommends this overnight trip be approved as submitted.

**FUNDING:** No Impact on General Fund



## Orcutt Academy Administration Office

**TO:** Dr. Deborah Blow, Superintendent

**FROM:** Mr. Rhett Carter, OAHS Principal

**BOARD MEETING DATE:** February 10, 2016

**BOARD AGENDA ITEM:** FIRST Robotics Regional Competition in Ventura, CA

**BACKGROUND:** March 23 – 26, 2016, thirty-seven Orcutt Academy High School Robotic students, along with Advisors, Gerritt Hull, Scott McClean, Assistant Advisor, Ty Fredriks and chaperones will be attending the FIRST Regional Competition in Ventura, CA. This will be an overnight trip with the team staying at a hotel in Long Ventura, CA. Transportation will be provided by district vehicles and parent drivers. All proceeds for this trip are being raised through fundraisers by the Robotics Team.

**RECOMMENDATION:** Staff recommends this overnight trip be approved as submitted.

**FUNDING:** No Impact on General Fund



## Orcutt Academy Administration Office

**TO:** Dr. Deborah Blow, Superintendent

**FROM:** Mr. Rhett Carter, OAHS Principal

**BOARD MEETING DATE:** February 10, 2016

**BOARD AGENDA ITEM:** 2016 FIRST Tech Challenge World Championship

**BACKGROUND:** April 27 – 30, 2016, fourteen Orcutt Academy High School Robotic students, along with Advisors, Gerritt Hull, Scott McClean, Assistant Advisor, Ty Fredriks and 3 chaperones will be attending the FIRST Tech Challenge World Championship in St. Louis, Missouri if they qualify. *This high-tech spectator event combines the excitement of sport with science and technology.* Our team will be flying United Airlines from Santa Maria, CA to St. Louis, Missouri. The team will be staying at a hotel in St. Louis, MO. All proceeds for this trip are being raised through fundraisers by the Robotics Team.

**RECOMMENDATION:** Staff recommends this overnight trip be approved as submitted.

**FUNDING:** No Impact on General Fund



## Orcutt Academy High School Administration Office

**TO:** Dr. Deborah Blow, Superintendent

**FROM:** Mr. Rhett Carter, OAHS Principal

**BOARD MEETING DATE:** February 10, 2016

**BOARD AGENDA ITEM:** Acceptance of Gifts for Equipment

**BACKGROUND:** Our Robotics Team recently received a donation of a new Jet Horizontal Band Saw from a corporate donor who would prefer to remain anonymous. The approximate price of this item is valued at \$1,300.00. It was delivered to our Robotics Build Room and installed by district personnel on January 27, 2016.

**RECOMMENDATION:** Please join me in accepting this generous gift.

**FUNDING:** No Impact on General Fund



**ORCUTT UNION SCHOOL DISTRICT**  
**REQUEST FOR ACCEPTANCE OF GIFT**

**SCHOOL:** Orcutt Academy K-8 Date: February 4, 2016

**DONOR:** Name: Thesa Roepke  
Address: 147 Patterson Road, Santa Maria 93455  
Phone No. 934-4611

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$270.00  
(Fill in if money is donated)  
Designated for: Orcutt Academy K-8 Basketball Team  
General Description: \_\_\_\_\_  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \_\_\_\_\_  
Purpose of Gift: to defray expences associated with OAK-8 basketball teams  
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?  Yes  No  
If yes, what type? \_\_\_\_\_

Acceptance Requested By (OUSD Staff Member): *Roger Angelen*  
Acceptance Approved By (Administrator): *Joseph Darn*  
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.)

# Memo



To: Dr. Deborah Blow, Superintendent  
From: Joe Dana, Director of Charter Programs  
Date: February 10, 2016  
Re: Reconfiguration of Orcutt Academy K-8 Campus

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This memo is written in support of an idea that many of us have discussed and thought about for years – changing the Orcutt Academy’s K-8 campus from the current triple-grade combination class configuration to a double-grade combination class configuration. This memo includes (1) a description of the current situation at OAK-8, (2) rationale for a move to double-grade combinations, (3) details on how the idea would be operationalized, and (4) analysis of the fiscal impact of the change. It will conclude with (5) a recommendation for approval of the change for the 2016-2017 school year.

## 1. Current Situation

OAK-8 is entering its ninth year of existence. It always has featured a three-class, triple-grade-level configuration. In the first year, classes featured eight students per grade level for an overall class size of 24. In the second year and since, classes have featured nine students per grade level for an overall class size of 27. With this formula, the school’s total enrollment has been 81 students. With the advent of Transitional Kindergarten, OAK-8 also has two TK students who participate in the district TK Program at Joe Nightingale School before matriculating to OAK-8 for kindergarten.

**Enrollment demand** for OAK-8 has remained strong. For the 2016-2017 school year, OAK-8 received a total of 172 applications for our recent Enrollment Lottery. In the wake of the lottery, we have been able to admit nine of these students – seven kindergartners and two for TK.

Because of the school’s small size, it has not been able to accommodate all of its students’ **siblings**. The OAK-8 wait list established by the February 3 Enrollment Lottery includes 20 children who are siblings of current OAK-8 students.

The school’s **triple-grade-level classroom format** has kindled concerns from the three classroom teachers. Shauna Wilson (K/1/2), Stacey Lovell (3/4/5), and Michelle Clayton (6/7/8) have done spectacular work in this format, but the advent of Common Core State Standards and Smarter Balanced assessments (and textbook adoptions associated with same) has them feeling that it is becoming more challenging to teach three grade levels.

The bus by which we transport OAK-8 students to and from Los Alamos is near capacity. Of the school's 81 students, over 70 are regular riders and on many days the bus carries over 75 students. The capacity of the bus currently being used is 84. The bus route currently includes stops at Pine Grove School, Alice Shaw School, and the Kmart Shopping Center.

Finally, the **Los Alamos campus** that OAK-8 currently shares with Olga Reed School has room for OAK-8 expansion. Even with OAK-8 present, the campus has four extra classrooms (Rooms 5, 7, 8B, and 10), and it will have another spare room available in 2016-2017 (Room 2).

## 2. Rationale for Double-Grade Combinations

The central rationale for a move to double-grade combinations is to enable teachers to continue to provide the high quality instruction that our school district expects (and which is articulated in the district's strategic plan). Specifically, the main rationale are as follows:

- **Double-grade combination classes put teachers in a better position to implement the Common Core State Standards.** This school year, our district adopted a new math textbook series that are aligned with the Common Core, and in 2016-2017 teachers will be adopting new English/language arts series that also are Common Core-aligned. For math alone, OAK-8 teachers have been concerned about their ability to do the best job possible in implementing new math series for three different grade levels. Based on the experience of implementing a new math series this year, the teachers strongly believe that teaching two grade levels would be more manageable and effective for both adults and children.
- **Double-grade combination classes put teachers in a better position to implement a 21<sup>st</sup> Century curriculum.** Our district is emphasizing 21<sup>st</sup> Century learning, which entails critical thinking, collaboration, creativity, and communication. OAK-8 teachers strongly believe that teaching two grade levels would enable them to devote more time, focus, and passion toward 21<sup>st</sup> Century-aligned endeavors such as the multimedia projects associated with our district's Digital Media Academy and iPad Academy.
- **Double-grade combination classes are easier to manage.** Scheduling of P.E., music, and grade-level-specific activities will be vastly easier. Scheduling and proctoring of NWEA and Smarter Balanced testing also will be easier.

In addition to these main reasons, staff have identified other benefits to reconfiguration:

- Reconfiguration into double-grade combination classes would enable more siblings of current students to attend the school
- The addition of new faculty would lighten the load for all, as teachers would not need to take on as many additional responsibilities such as school and district committees, PTSA, Lego League, athletics, etc.
- Reconfiguration of OAK-8 would infuse more parents and families to be involved with the school via PTSA, SOAAR, the School Advisory Council, and other groups

### 3. Operationalizing the Idea

A move from triple-grade combination classes to double-grade combination classes would entail the following for OAK-8:

#### Grade-level Configuration

To implement double-grade combination classes, OAK-8 would pick up Transitional Kindergarten and run double-grade classes from TK through eighth grade. Two classes would be added to the current three classes. The class configuration would be as follows:

Grade Level	# Students	Total in Class	Teacher
Grade TK	6	20	1
Kindergarten	14		
Grade 1	14	28	1
Grade 2	14		
Grade 3	14	28	1
Grade 4	14		
Grade 5	14	28	1
Grade 6	14		
Grade 7	14	28	1
Grade 8	14		
Totals	132	5 classrooms	5 teachers

This scenario would have OAK-8 adding to its student body six Transitional Kindergarten students and five students per grade level in grades K-8. (OAK-8 TK students no longer would be educated in the district TK Program at Joe Nightingale School.) In all, the student body would grow from 81 students to 132 students. It should be stated that OAK-8 has sufficient enrollment demand to fill the extra seats.

#### Facilities

OAK-8 currently occupies five rooms on the Helena Street side of the Los Alamos campus: Rooms 8A, 13, 14, 20, and 21. The scenario described above would have OAK-8 utilizing Rooms 8B and 7 – which are adjacent to the current OAK-8 classes in Rooms 8B, 13, and 14.

Olga Reed still would have access to three extra classrooms. The schools would continue to share common facilities such as the cafeteria, library, and gym. The computer lab would continue to be used principally by Olga Reed.



## **Other Considerations**

Two new classroom teachers would need to be added to the OAK-8 staff.

A new school bus would need to be purchased in order for the additional OAK-8 students to have access to transportation. This could enable an assignment of separate bus stops to each bus so as to make transportation to and from Los Alamos shorter in duration.

With the additional students, a third lunch period would need to be incorporated into the school's lunch schedule. The school's cafeteria is functioning at capacity now.

It is anticipated that both OAK-8 and Olga Reed would operate with current levels of administrative, office, and custodial support.

Olga Reed's After School Education and Safety (ASES) Program would continue to be for Olga Reed students only. OAK-8 families who need before- and after-school childcare would need to utilize the Orcutt Union School District's Campus Connection Childcare Program at Alice Shaw School.

## **4. Fiscal Impact**

Implementing the reconfiguration of OAK-8 would require an initial investment that includes a new school bus, classroom furniture, additional textbooks and instructional materials, classroom technology, and some additional expenses for moving and set-up. This one-time expenditure is estimated at \$277,500. These funds can be taken from one-time discretionary allocations from the state as well as the Orcutt Academy's fund balance (Fund 9).

Meanwhile, reconfiguration of OAK-8 will result in an ongoing surplus of \$95,506. Please note that charter fees for district oversight, facility maintenance, and business management are included among the ongoing expenditures.

Based on the results of the Orcutt Academy Enrollment Lottery held last Wednesday (February 3), we anticipate that 20 students currently enrolled in district non-charter schools would be among the additional students at OAK-8 if the school is reconfigured. Administration does not believe this would adversely affect the district's General Fund, as additional students can be admitted to non-charter schools via inter-district agreement to offset this loss.

A full list of estimated one-time and ongoing revenues and expenditures associated with the reconfiguration of OAK-8 is included with this memo.

## **5. Recommendation**

Based on the rationale outlined above, staff recommend that the Orcutt Union School District Board of Trustees approve a reconfiguration of the Orcutt Academy's K-8 campus effective for the 2016-2017 school year.

Orcutt Union School District  
**Estimated Cost Analysis - OA K-8 Expansion in 2016-17**

**General Assumptions for the Charter School Special Revenue Fund (Fund 09):**

- Orcutt Academy TK-8 51 Additional Students in 16-17
- Implement Double-Grade Combos throughout, from TK-8
- 2.0 additional teaching FTE for Orcutt Academy K-8
- 1 additional bus route round trip for Santa Maria -- Los Alamos -- Santa Maria

<b>Estimated Additional Revenue</b>	<b>2016-17</b>
51 Additional Enrollment (48.96 ADA)	\$ 398,833

<b>Estimated Additional Expenditures</b>	<b>2016-17</b>
2.0 Additional Certificated FTE	\$ 150,000
Additional Bus Route Round trip SM -- LA -- SM	\$ 33,000
District Oversight Fees 3%	\$ 11,965
Facility Maintenance Fees 3%	\$ 11,965
Business Management Fee 6%	\$ 23,930
Special Ed Encroachment Fee	\$ 27,467
Increase in Custodial/Grounds %	\$ 10,000
Increase in Music & PE % (est. 0.10 FTE shift)	\$ 7,500
Additional 0.10 FTE shift, Director, Charter School	\$ 12,500
Site Budget Supplies/Equipment	\$ 5,000
Increase Utilities %	\$ 10,000
Sub-Total On-Going Increase in Expenditures	\$ 303,327

Classroom Furniture (2 Classrooms)	\$ 20,000
Technology (9 PC's/classroom, LED screen, Apple TV)	\$ 25,000
Moving Expenses	\$ 2,500
Set-Up Facilities for Itinerant Staff	\$ 1,000
Additional Textbooks	\$ 50,000
Classroom Materials/Supplies	\$ 2,000
1 Additional Bus	\$ 175,000
Technology Set-Up Expenses	\$ 2,000
Sub-Total One-Time Increase in Expenditures	\$ 277,500

<b>Projected Increase Expenditures</b>	
<b>Estimated Charter 16-17 (includes one-time costs)</b>	<b>\$ 580,827</b>
<b>Estimated Charter On-Going</b>	<b>\$ 303,327</b>

<b>Estimated 16-17 Surplus/ (Deficit)</b>	<b>\$ (181,994)</b>
<b>Estimated On-Going Surplus/ (Deficit)</b>	<b>\$ 95,506</b>



## Educational Services

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

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**To:** Deborah Blow, Superintendent

**From:** Holly Edds, Assistant Superintendent, Educational Services

**Board Meeting Date:** February 10, 2016

**Board Agenda Item:** Safe Schools Plans for Ralph Dunlap, Pine Grove, Patterson Road, Joe Nightingale, Alice Shaw, Lakeview, Orcutt Junior High, Olga Reed, Orcutt Academy K-8, Orcutt Academy Independent Study Program and Orcutt Academy High School.

**Background:** California public schools are required to comply with California Education Code, Section 35294, dealing with the preparation of “safe school plans”. These plans address violence prevention, emergency preparedness, traffic safety, and crisis intervention.

**Recommendation:** This evening the School Safety Plans for each of the schools in the Orcutt Union School District are submitted for board approval as required in California statute. Staff recommends these be approved as submitted.