

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, February 10, 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 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. OCAF Report
2. Patterson Road School Presentation

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 January 13, 2016
- E. Minutes, Special Meeting January 20, 2016
- F. Board Policy 0500, Accountability, for second reading
- G. Board Policy 5141.31, Immunizations, for second reading
- H. Board Policy 6170.1, Transitional Kindergarten, for second reading
- I. Board Policy 6190, Evaluation of the Instructional Program, for second reading

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

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Acceptance of Gifts

Olga Reed School received a donation of \$1,000 from the Los Alamos Valley Men's Club to defray the expense of a new portable sound system for the school.

Joe Nightingale School received a donation of \$225 from Santa Maria Valley Open Space to cover bus expenses for a TK field trip

The District received a donation of safety posters from Tailwinds Bicycle Club reminding elementary students about bicycle safety.

Alice Shaw School received the following donations:

\$300 from Care for our Earth Funds for supplies for Mrs. Trenev's class.

\$4.30 from The Great Kindness Challenge. The funds were part of a printer cartridge recycling program and will be used towards school supplies.

\$37.05 from Save Mart Supermarkets for school supplies.

It is recommended that the Board of Trustees accept these gifts and request that a letter of acknowledgment and appreciation be forwarded to the Los Alamos Valley Men's Club, Santa Maria Valley Open Space, Tailwinds Bicycle Club, Care for our Earth Funds, The Great Kindness Challenge and Save Mart Supermarkets.

Moved _____ Second _____ Vote _____

2. CSBA Delegate Assembly Election

There is currently 1 vacancy for Subregion 11-A (Santa Barbara County) and Jack Garvin is the incumbent candidate running for election. The Board may submit their vote for Mr. Garvin or designate a write-in candidate.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. Board Policy 3100, Budget

Staff recommends that the Board of Trustees adopt Board Policy 3100, Budget, for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Safe School Plans

Staff recommends that the Board of Trustees approve the Safe School Plans for Ralph Dunlap, Pine Grove, Patterson Road, Joe Nightingale, Alice Shaw, Olga Reed, Lakeview Jr. High and Orcutt Jr. High, 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 _____

D. TECHNOLOGY SERVICES

1. E-Rate RFO (Request for Offer) for Wireless Expansion in 2016/2017

Staff recommends that the Board of Trustees approve the RFO for wireless expansion at the Los Alamos and Casmalia campuses during the 2016/2017 school year.

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, 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 Curriculum Board Meeting will be held on February 17, 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
February 10, 2016

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

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Bertoldo Jay	MOT	Utility Worker			\$14.94/hr	01/15/16	Substitute
Castillo Jesse	MOT	Utility Worker			\$14.94/hr	02/02/16	Substitute
Dugan Jessica	Pupil Services	Inst Assistant I			\$12.57/hr	02/01/16	Substitute
Dugan Jessica	Pupil Services	Inst Assistant II			\$12.88/hr	02/01/16	Substitute
Galloway Milissa	Child Nutrition	Child Nutrition Worker			\$11.39/hr	01/25/16	Substitute
Guzman Richard	MOT	Utility Worker			\$14.94/hr	02/01/16	Substitute
Hendricks Tara	Ralph Dunlap	Noon Duty Supervisor	6/1		\$11.70/hr	01/12/16	Permanent
Kuhnle Landen	MOT	Utility Worker			\$14.94/hr	02/01/16	Substitute
Magana Esperanza	MOT	Utility Worker			\$14.94/hr	01/25/16	Substitute
Newell Jimmy	Pupil Services	Inst Assistant I			\$12.57/hr	02/02/16	Substitute
Newell Jimmy	Pupil Services	Inst Assistant II			\$12.88/hr	02/01/16	Substitute
O'Kane Jennifer	Orcutt Jr. High	Office Manager			\$16.09/hr	02/01/16	Substitute
Orca Ciera	Pine Grove CC	Child Case Assistant	6/1	2.05	\$11.70/hr	01/12/16	Permanent/Probationar
Sandstrom LeiLani	Transportation	Bus Driver	18/2	3.50	\$16.52/hr	02/01/16	Increase in hours
Sweet Jennifer	Child Nutrition	Child Nutrition Worker			\$11.39/hr	02/02/16	Substitute
Tidd Megan	Ralph Dunlap CC	Child Care Assistant	6/1	3.75	\$11.70/hr	01/12/16	Increase in hours
Wink Cheri	Alice Shaw	Child Nutrition Worker	7/1	1.50	\$11.99/hr	02/01/16	Permanent/Probationar

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>
Barba, Patricia	Shaw	Extra Duty	\$40/hr	12/8-12/15/15	ELA Adoption, 1.5 hrs Collaboration, 6 hrs
Blanchard, Kim	Nightingale	Hourly	\$25	2015-16	ELD Teacher, 22 hrs wk
Brickey, Patrick	Lakeview	Extra Duty	\$40/hr	12/1-12/15/15	Homework Club, 2 hrs
Brown, Janet	Shaw	Extra Duty	\$40/hr	12/3/15	Collaboration, 6 hrs
Cabrera, Kristen	District	Hourly	\$25	12/2-12/3/15	CPI Training, 14 hrs
Camacho, Diane	District	Hourly	\$30	12/14-12/18/15	Home & Hospital, 14 hrs
Castaneda, Enedina	District	Hourly	\$25	12/2-12/16/15	Enrichment, 3 hrs
Cole, Cristy	District	Hourly	\$40	12/14-12/18/15	Long Term Assign Planning, 5 hrs
Cordero, Linda	District	Daily	\$300	12/7-12/15/15	Sub Administrator, 2 days
Cummings, Karen	Nightingale	IV-20	\$72,654	06/11/16	Early Retirement
Cutler, Elizabeth	Lakeview	Extra Duty	\$40/hr	12/2-12/16/15	Intervention, 1.5 hrs
Danielson, Lisa	Dunlap	Extra Duty	40/hr	12/8/15	ELA Adoption, 1.5 hrs
DelCarmen, Maria	Lakeview	Extra Duty	\$40/hr	12/9/15	Articulation, 4 hrs
Fife, Susan	District	Hourly	\$25	12/1-12/8/15	DiBels Proctor, 15.5 hrs
Furst, Elaine	Lakeview	Extra Duty	\$40/hr	12/1/15	Worked Prep, 1 hr
Golden, Jennifer	Patterson	Hourly	\$25	12/1-12/18/15	Title III, 4.5 hrs
Harris, Steve	Lakeview	Extra Duty	\$50/ea	12/9-12/16/15	Basketball Supervisor, 2 games
Jackson, Kacie	Orcutt	Extra Duty	\$40/hr	12/18/15	SysOp, 2.5 hrs
Johnson, Jasmine	Orcutt	Extra Duty	\$40/hr	12/9-12/16/15	Intervention, 4 hrs
Kirby, Jeff	Orcutt	Extra Duty	\$40/hr	12/9-12/14/15	Articulation, 2 hrs
King, Connie	Dunlap	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Langley, Cassidy	Pine Grove	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs
Macdonald, Christa	Nightingale	Hourly	\$25	12/1-12/11/15	Intervention, 7 hrs
Manfredi, Patricia	Lakeview	Extra Duty	\$50/ea	12/9/15	Basketball Supervisor, 1 game
McCutcheon, Courtney	Orcutt	Hourly	\$25	2015-16	ELD Teacher, 23 hrs wk
Orozco, Xiaoyan	Lakeview	Extra Duty	\$40/hr	12/7-12/13/15	Interpreter, 2 hrs
Partida, Kristi	Lakeview	Extra Duty	\$40/hr	11/17/15	Articulation, 2.5 hrs
Pollock, Christin	Dunlap	V-6 Extra Duty	\$58,400 * \$40/hr	5/23-6/10/16 12/22/15	Request Part-Time, Job Share Long Term Assign Planning, 2 hrs
Richards, Aniko	Dunlap	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs
Robles, Danielle	Lakeview	Extra Duty	\$50/ea	12/9/15	Basketball Supervisor, 1 game
Salinas, Ernest	Orcutt	Extra Duty	\$40/hr	12/18/15	SysOp, 2.5 hrs
Sanders, Greg	Lakeview	Extra Duty	\$40/hr	12/10/15	Homework Club, 1 hr
Savaso, Lisa	Nightingale	Extra Duty	\$40/hr	12/29/15	Collaboration, 5.5 hrs
Smith, Lisa	Nightingale	Extra Duty	\$40/hr	12/8/15	ELA Adoption, 1.5 hrs
Tummolo, Launi	Lakeview	Extra Duty	\$40/hr	12/2-12/17/15	Homework Club, 5 hrs
VanAllen, William	Lakeview	Extra Duty	\$40/hr \$350	12/1-12/17/15 12/1-12/11/15 10/26-12/16/15	After School Detention, 6 hrs Athletic Director, 5 hrs Basketball Supervisor, 6 games
Whitted, Dana	District	Hourly	\$25	12/1-12/11/15	DiBel Proctor, 23 hrs
Yamamoto, Alana	District	Hourly	\$40	12/22/15	Long Term Assign Planning, 2 hrs
Zamudio, Kelli	Orcutt	Extra Duty	\$470 \$40/hr	10/28-12/8/15 12/1-12/17/15	Basketball Supervisor, 8 games Detention, 8 hrs

*Pro-rated

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
January 13, 2016**

CALL TO ORDER

A regular 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 6:45 p.m. The Pledge of Allegiance was led by Walter Con. 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 Rob Buchanan and carried to adjourn to Closed Session at 6:47 p.m. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:12 p.m. and Mrs. Phillips reported that no action was taken in Closed Session. It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the January 13, 2016 agenda, as presented. . Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

SUPERINTEDENT'S REPORT

OCAF Executive Director, Ali Bailey, reported that OCAF is setting up another Arts Attack training session and will be getting information out to the PTA Presidents in order to solicit volunteers from each school. She reminded everyone of the upcoming Gala on February 27th at the Santa Maria Country Club.

The Campus Connection Program currently serves about 800 students and is staffed by an amazing group of individuals. Director, Janet Bertoldi introduced staff members Shirley Juarez, Karen Guerrero, Debbie Falcon and Pam English. Pam, the Campus Connection Accounting Clerk, thanked the Board for approving the new software program allowing parents to make payments electronically. Child Care Coordinators Shirley Juarez and Karen Guerrero reported on some of the great activities that the program offers students.

PUBLIC COMMENT

OEA President, Monique Segura thanked Superintendent Blow and Assistant Superintendent Walter Con for their recent visit to Alice Shaw School. She also wanted to thank the Superintendent for attending the OEA Rep Council meeting and for having staff revise the information presented on the Personnel Action Reports.

CONSENT AGENDA ITEMS

- 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 or Legal Services, Fagen, Friedman & Fulfroost LLP
- K. Quarterly Report on Williams/Valenzuela Uniform Complaints – October-December 2015

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

ITEMS SCHEDULED FOR ACTION

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 Kellogg's, Shannon Sendejas and Cindy Files. . Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

Audit Report

It was moved by Jim Peterson, seconded by Jan Zilli and carried to accept the Audit Report Ending June 30, 2015, as presented. . Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch.

Mr. Con thanked Rebecca Holmes and her staff for their work ensuring that the district is in compliance with the audit standards.

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 Joe Nightingale, Alice Shaw, Patterson Road, Olga Reed and Lakeview Junior Highs, as presented. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch

Board Policies

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adopt Board Policy 0500, Accountability for first reading and place it on the next Consent Agenda for second reading. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adopt Board Policy 5141.31, Immunizations for first reading and place it on the next Consent Agenda for second reading. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt Board Policy 6170.1, Transitional Kindergarten for first reading and place it on the next Consent Agenda for second reading. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt Board Policy 6190, Evaluation of the Instructional Program for first reading and place it on the next Consent Agenda for second reading. Ayes: Buchanan, Peterson, Phillips and Zilli. Absent: Hatch

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, February 10, 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 and seconded by Rob Buchanan to adjourn the meeting at 8:18 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Rob Buchanan, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
BOARD STUDY SESSION
January 20, 2016**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, January 20, 2016 beginning with Mrs. Phillips calling Public Session to order at 6:00 p.m. Jan Zilli led the Pledge of Allegiance. Members Present: Buchanan, Phillips and Zilli. Absent: Hatch and Peterson. Administrator Present: Blow Nicholson, Fell and Con.

It was moved by Jan Zilli seconded by Rob Buchanan and carried to adopt the January 20, 2016 agenda, as presented. Ayes: Buchanan Phillips and Zilli.

Dr. Peterson joined the meeting at 6:06 p.m. Mr. Hatch joined the meeting at 6:20 p.m.

There was no public comment.

Amanda Clifford of CliffordMoss gave the Board a report on what has and what needs to be done to build and share the Bond Plan prior to the Board determining whether to call for a new bond election.

Bob Simons of SVA Architects, reported that his staff has visited each site and he presented overviews of the sites and what areas they have targeted for potential bond funds. Also providing input was John Clem from TELACU Construction Management and Tim Carty from Piper Jaffray. The Board was able to ask questions of the panel as well as brainstorm with each other. A future study session will be held to discuss what specific projects will cost.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adjourn the meeting at 7:40 p.m.

Deborah Blow, Ed.D., Board Secretary

Lizabeth Phillips, Clerk, Board of Trustees

January 27, 2016

To: Dr. Deborah Blow, Superintendent,
and Board of Trustees
From: Joe Dana, Principal, Olga Reed School
Re: A Generous Donation



Olga Reed School
480 Centennial Street
P.O. Box 318
Los Alamos, CA 93440

On behalf of the students, families, and staff of Olga Reed School, I respectfully ask that you accept and acknowledge a generous donation to our school from the Los Alamos Valley Men's Club. The club has donated \$1,000 to defray the expense of a new portable sound system for our school. Needless to say, we are VERY appreciative.

Communication to the Los Alamos Valley Men's Club can be directed as follows:

Los Alamos Valley Men's Club
P.O. Box 13
Los Alamos, CA 93440

Thank you.



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale Elementary School Date: 1-13-2016

DONOR: Name: Santa Maria Valley Open Space
Address: 1130 E. Clark Avenue Ste. 150-220, Orcutt, CA. 93455
Phone No. Unknown

GIFT: Item Donated _____ or Cash Donation \$ 225.00
(Fill in if money is donated)
Designated for: TK Field Trip
General Description: Check #1073
Model No.: N/A Condition: New Used
Value (estimated): \$225.00
Purpose of Gift: Bus expenses for a TK field trip.
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: Use for TK field trip.

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? N/A
- C. Will donor pay installation costs? Yes No
- D. Will there be operating costs?
If yes, what type? Yes No
N/A

Acceptance Requested By (OUSD Staff Member): Terry Garnica, Office Manager
Acceptance Approved By (Administrator): Julie Kozel, Principal
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: Orcutt Union School District Date: 1-19-2016

DONOR: Name: Tailwinds Bicycle Club
Address: PO BOX 48, Santa Maria, CA 93456
Phone No. 805-598-9511

GIFT: Item Donated Safety Posters or Cash Donation \$
Designated for: Safety Reminders to hang at elementary schools.
General Description: Safety yellow heavy duty vinyl posters
Model No.: Condition: [X] New [] Used
Value (estimated): \$149.50
Purpose of Gift: Remind students of bicycle safety
Will gift be purchased through Business Services Office? [] Yes [X] No
Donor Conditions of Acceptance: N/A

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

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

Acceptance Requested By (OUSD Staff Member):
Acceptance Approved By (Administrator): Holly Edds

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.)



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 01/22/16

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 \$300.00 Care for Out Earth funds for Mrs. Trenev.

This donation will be used to school supplies. We thank Care for Out Earth funds for this donation and appreciate their support.

Sincerely,

Principal

Cc:
Santa Barbara County Education Office
4400 Cathedral Oaks Road
P.O. box 6307
Santa Barbara, CA 93160-6307

Attn: Anna Flores
Teacher Programs and Support, SBCEO



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 1/22/2016

DONOR: Name: Care for Our Earth Funds/ SBCEO
Address: 4400 Cathedral Oaks Road, P.O. Box 6307 SB CA 93160-6307
Phone No. _____

GIFT: Item Donated _____ or Cash Donation \$ 300.00
(Fill in if money is donated)
Designated for: Trenev - classroom supplies
General Description: _____
Model No.: _____ Condition: New Used
Value (estimated): _____
Purpose of Gift: _____
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.)



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 01/22/16

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 \$4.30 from The Great Kindness Challenge, Printer Cart. Recycling.

This donation will be used to school supplies. We thank The Great Kindness Challenge funds for this donation and appreciate their support.

Sincerely,



Principal

Cc:
CES
4200 Columbus St
Ottawa, IL 61350



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 1/22/2016

DONOR: Name: CES
Address: 4200 Columbus St, Ottawa, IL 61350
Phone No.

GIFT: Item Donated or Cash Donation \$ 4.30
Designated for: supplies
General Description: Printer Cart. Recycling
Model No.: Condition: [X] New [] Used
Value (estimated):
Purpose of Gift:
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 [X] No
D. Will there be operating costs? [] Yes [X] No
If yes, what type?

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.)



Shaw Elementary School

759 Dahlia Place
Santa Maria, California 93455
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Phone: (805) 938-8850

Fax: (805) 938-8899

Date 02/02/16

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 \$37.05 from Save Mart Supermarkets.

This donation will be used to school supplies. We thank Save Mart Supermarkets for this donation and appreciate their support.

Sincerely,

Principal

Cc:
Save Mart Supermarkets
Attn: Consumer Relations
P.O. Box 4278
Modesto, CA 95352



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 9/9/2013

DONOR: Name: Save Mart Supermarkets Attn: Consumer Relations
Address: P.O.Box 4278 Medesto, CA 95352
Phone No. _____

GIFT: Item Donated _____ or Cash Donation \$ 37.05
(Fill in if money is donated)
Designated for: _____
General Description: _____
Model No.: _____ Condition: New Used
Value (estimated): _____
Purpose of Gift: _____
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): 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.)

January 2, 2016

Dear S.H.A.R.E.S. Customer:

Thank you for your loyal patronage of our stores. Because of your continued support for the S.H.A.R.E.S. program, Save Mart, Lucky, S-Mart Foods, and FoodMaxx are able to support the causes important to the communities we serve.

Over the last nine years, we have watched the S.H.A.R.E.S. program grow and are proud to contribute to over 7,000 different groups and organizations. This year we have pledged to give over 4 million dollars back to the communities throughout our operating area. Enclosed is your quarterly share of that pledge for qualifying purchases made during the months of October, November and December of 2015.

If you have any questions or concerns, please feel free to reach out to us in one of the following ways:

Email shares@savemart.com
Phone 1-800-477-5437

Additional information on the S.H.A.R.E.S. program can be found on our websites:

www.savemartshares.com
www.luckysupermarketsshares.com
www.foodmaxxshares.com

Thank you once again for allowing us to serve you and the causes that make a difference in our neighborhoods.

Sincerely,



Greg Hill
Co-President and CFO
Save Mart Supermarkets



Nicole Pesco
Co-President and CSBO
Save Mart Supermarkets



Steve Junqueiro
Co-President and COO
Save Mart Supermarkets



California School Boards Association

TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE Tuesday, March 15, 2016

January 29, 2016

MEMORANDUM

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Chris Ungar, President

Re: 2016 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Tuesday, March 15, 2016

Enclosed is the ballot material for election of a representative to the CSBA Delegate Assembly from your region or subregion. The material consists of the ballot (on red paper), required candidate biographical sketch form, and if submitted, résumé for each candidate. In addition, we are including a “copy” of the ballot on white paper so that it may be included in board agenda packets, if you choose to do so. **Only the ballot on red paper is to be completed and returned.**

The board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies in the region or subregion, the board may vote for up to three individuals. Regardless of the number of vacancies, each board may cast no more than one vote for any one candidate. (The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.)

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district’s stationery; please write **DELEGATE ELECTION** prominently on the envelope with the region or subregion number on the bottom left corner. **Ballots must be postmarked by the U.S. Post Office on or before Tuesday, March 15, 2016. No exceptions are allowed.**

Election results will be available no later than Friday, April 1. If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2016 – March 31, 2018. The next meeting of the Delegate Assembly is on Saturday, May 14 – Sunday, May 15 at the Hyatt Regency in Sacramento.

The names of all Delegates will be available on CSBA’s website no later than Friday, April 1. Please do not hesitate to contact Charlyn Tuter in the Leadership Services Department at (800) 266-3382 ext. 3281 should you have any questions. Thank you.

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **TUESDAY, MARCH 15, 2016**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box.

A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.

OFFICIAL 2016 DELEGATE ASSEMBLY BALLOT
SUBREGION 11-A
(Santa Barbara County)

Number of vacancies: 1 (Vote for no more than 1 candidate)

Delegates will serve two-year terms beginning April 1, 2016 – March 31, 2018

**denotes incumbent*

Jack C. Garvin (Santa Maria Joint Union HSD)*

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District/COE Name

Date of Board Action

See reverse side for a current list of all Delegates in your Region.

2016 Delegate Assembly Candidate Biographical Sketch Form

DUE: Thursday, January 7, 2016

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 |
 or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department. Late submissions will not be accepted. If you have any questions, please contact Leadership Services department at (800) 266-3382.

Name: <u>Jack Garvin</u>	CSBA Region-subregion #: <u>11A</u>
District or COE Name: <u>Santa Barbara County Schools</u>	Years on board: <u>11</u>
Profession: <u>Semi-Retired</u> Contact Number: <u>805-922-2585</u>	E-mail: <u>jackgarvin1@gmail.com</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>4 years</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

Opportunity to shape the direction of CSBA. Breakout sessions provide a forum for setting priorities and policies. Served on State Nomination Committee this past year that recommended future leadership of CSBA.

Please describe your activities and involvement on your local board, community, and/or CSBA.

Currently serving as Board President. Active in Santa Barbara County School Board Association. Past President of County Group. Presented to new and experienced board members at recent workshops in Santa Ynez. Report out monthly on CSBA activities. Also Liaison with Tri-County Education Coalition.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Identifying and encouraging qualified community members dedicated to public education, to serve on school boards.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 12-28-2015



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 9, 2016

BOARD AGENDA ITEM: Board Policy - 3100, Budget

BACKGROUND: In our continued effort to be current with district board policies, attached is board policy 3100 for first reading. This policy has been reviewed by the School Boards Association legal counsel to comply with current requirements. This will bring us up-to-date with current practices and legalese.

Board Policy	Policy
3100	Budget

RECOMMENDATION: Staff recommends that the Board of Trustees approve Board Policy 3100 as presented for first reading.

FUNDING: N/A

BUDGET

The Board of Trustees recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, and priorities. The district budget shall guide administrative decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

- (cf. 0000 - Vision)*
- (cf. 0200 - Goals for the School District)*
- (cf. 0400 - Comprehensive Plans)*
- (cf. 3000 - Concepts and Roles)*
- (cf. 3300 - Expenditures and Purchases)*
- (cf. 3460 - Financial Reports and Accountability)*
- (cf. 9000 - Role of the Board)*

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

~~The Board shall adopt the budget only after a local control and accountability plan (LCAP) developed pursuant to Education Code 52060-52077 or an annual update to the LCAP is in place for the budget year. Expenditures necessary to implement the LCAP or the annual update during the subsequent fiscal year shall be included in the budget. (Education Code 42127)~~

~~*(cf. 0460 - Local Control and Accountability Plan)*~~

Budget Development and Adoption Process ~~(Single Budget Adoption Process)~~

~~The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year. (Education Code 42127)~~

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

- (cf. 9320 - Meetings and Notices)*
- (cf. 9322 - Agenda/Meeting Materials)*
- (cf. 9323 - Meeting Conduct)*

The Board shall adopt the district budget on or before July 1 of each year. (Education Code 42127)

At a public meeting held on a date after the public hearing on the budget, the Board shall adopt the budget following its adoption of the LCAP or an annual update to the LCAP at the same meeting. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127)

BP 3100 (b)

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127) ~~The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.~~

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted district budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

(cf. 1340 - Access to District Records)

~~The Board encourages public input in the budget development process and shall hold public hearings and meetings in accordance with Education Code 42127~~

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before (September) OCTOBER 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127, as amended by SB 78, Ch. 19, Statutes of 2015)

Budget Criteria and Standards

~~In developing the district budget, the Superintendent or designee shall develop a district budget in accordance with criteria and standards adopted by the State Board of Education (SBE). (Education Code 33127, 33128, 33129; 5 CCR 15440-15451)~~

The Superintendent or designee shall develop a district budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

~~The Board shall provide that funding received through state supplemental and concentration grants pursuant to Education Code 42238.02 and 42238.03 shall be used in accordance with regulations adopted by the SBE for schoolwide or district wide purposes to~~

~~increase or improve services for students who are English learners, eligible for free or reduced-price meals, and/or foster youth at least in proportion to the increase to the district's revenue generated from such funds. (Education Code 42238.07).~~

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

(cf. 3553 - Free and Reduced Price Meals)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6174 - Education for English Language Learners)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 - Administrative Discretion Regarding Board Policy)
(cf. 3110 - Transfer of Funds)

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board. For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.
4. Assigned fund balance includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the district against unforeseen circumstances.

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

~~The Board shall adopt a formal resolution that provides for classification of fund balances in the general fund and is compliant with Governmental Accounting Standards Board (GASB) Statement 54. The resolution also shall:~~

~~1. Establish specific steps for committing funds that cannot be used for any other purpose unless the Board takes action to remove or change the constraint.~~

~~Express the authority of the Board and/or delegate authority to other person(s) to identify intended uses of assigned funds.~~

~~2. Establish the order in which fund balances will be spent when multiple fund balance types are available for an expenditure.~~

~~The Board reserves the authority to review and amend this resolution as needed to reflect changing circumstances and district needs.~~

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 - Collective Bargaining Agreement)

~~*(cf. 4143/4243 - Negotiations/Consultation)*~~

(cf. 4154/4254/4354 - Health and Welfare Benefits)

(cf. 7210 - Facilities Financing)

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

Budget Amendments

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval **as necessary** when ~~the state budget is adopted~~, collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

GOVERNMENT CODE 33127-33131 Standards and criteria for local budgets and expenditures

~~35035 Powers and duties of superintendent~~

~~35161 Powers and duties, generally, of governing boards~~

42103 Public hearing on proposed budget; requirements for content of proposed budget 42122-42129 Budget requirements

42130-42134 Financial certifications

42140-42141 Disclosure of fiscal obligations

42238-42251 Apportionments to districts, especially: 42238.01-42238.07 Local control

funding formula 42602 Use of unbudgeted funds

~~42605 Tier 3 categorical flexibility~~

42610 Appropriation of excess funds and limitation thereon 45253 Annual budget of personnel commission

45254 First year budget of personnel commission 52060-52077 Local control and accountability plan

7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure

15440-15451 Criteria and standards for school district budgets

15494-15496 Local control funding formula, expenditures

Management Resources:

CSBA

PUBLICATIONS

~~Local Control Funding Formula 2013, Governance Brief, August 2013~~

~~State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013 School Finance CD-ROM, 2005~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7,

2011 FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund,

2009 GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

BP 3100 (f)

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009
Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004
Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants:

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

<http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team:

<http://www.fcmat.org> Government Finance Officers Association:

<http://www.gfoa.org> Governmental Accounting Standards Board:

<http://www.gasb.org> ~~Legislative Analyst's Office:~~

~~<http://www.lao.ca.gov>~~

School Services of California, Inc.: <http://www.sscal.com>

Policy Adopted: ~~02/12/2014~~ 02/10/2016

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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

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.



TECHNOLOGY SERVICES MEMORANDUM

TO: Deborah Blow, Ed.D.

FROM: Kirby Fell

DATE: February 4, 2016

RE: E-Rate RFO for wireless expansion in 2016-17

The E-Rate Program provides discounts for school districts on internet access, telecommunications products and services, internal connection products, services and maintenance. The amount of discount is based on the numbers of students receiving free and reduced price meals.

Districts are required to complete a Request for Offer (RFO) for eligible equipment purchases as part of the application process. We have submitted an RFO for equipment required to fully implement our wireless network at the Los Alamos and Casmalia campuses during the 2016-17 school year. If funded, our discount will be approximately 60% of the purchase price listed on the attached document.

As per the E-Rate Contingency statement below, we have the option to cancel the project or proceed with all or a portion of the project, based on the outcome of our E-Rate funding application.

E-RATE CONTINGENCY

The project herein is contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-Rate. Even after award of contract(s) and/or E-Rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

Thank you,
Kirby L. Fell

CMAS REQUEST FOR OFFER (RFO)
ORCUTT UNION SCHOOL DISTRICT
E-RATE YEAR 19 (2016/2017)

PROJECT SPECIFICATIONS

ITEM A: Ruckus (or equivalent) Wireless Equipment

The Goal: To provide qualified vendors with the necessary information and specifications to allow them to respond with a hardware solution that they determine best meets those requirements.

The proposed solution price must include a complete bill of materials; applicable sales tax, applicable shipping, and professional services as well as all E-Rate eligible and ineligible costs must be listed out. **Pricing must be broken out by school site.*

No job walk required as this RFO is only for equipment.

The District is seeking Ruckus ZoneFlex R710 access points and ZoneDirectors (or equivalent). The District has standardized on the Ruckus platform and needs to extend this infrastructure to two remote campuses located in Los Alamos, California and Casmalia, California.

The Los Alamos campus will need one (1) ZoneDirector and approximately twenty five (25) access points with power injectors and AP management licenses.

The Casmalia campus will need one (1) ZoneDirector and approximately five (5) access points with power injectors and AP management licenses.

Bill of Materials

Los Alamos School

Part No.	Man.	Description	Qty	Unit Cost	Ext. Cost	%E-Rate Eligible
901-1205-UN00	Ruckus	Ruckus Wireless ZoneDirector 1200 Controller	1	\$555.00	\$555.00	100%
901-R710-US00	Ruckus	Ruckus Wireless ZoneFlex R710 Access Point	25	\$660.00	\$16,500.00	100%
		TOTAL:			\$17,055.00	100%
		TAXES:	8.0%		\$1364.40	100%
		SHIPPING:			N/A	
		INSTALLATION:			\$2681.00	100%
		GRAND TOTAL:			\$21,100.40	100%

Bill of Materials

Casmalia School

Part No.	Man.	Description	Qty	Unit Cost	Ext. Cost	%E-Rate Eligible
901-1205-UN00	Ruckus	Ruckus Wireless ZoneDirector 1200 Controller	1	\$555.00	\$555.00	100%
901-R710-US00	Ruckus	Ruckus Wireless ZoneFlex R710 Access Point	5	\$660.00	\$3300.00	100%
		TOTAL:			\$3855.00	100%
		TAXES:	8.0%		\$308.40	100%
		SHIPPING:			N/A	
		INSTALLATION:			\$549.00	100%
		GRAND TOTAL:			\$4712.40	100%