

ORCUTT UNION SCHOOL DISTRICT
Special Curriculum Meeting of the Board of Trustees
Wednesday, February 27, 2013
Public Session – 6:00 P.M.
Closed Session to Follow
District Office Board Room
500 Dyer Street, Orcutt, CA 93455

CALL TO ORDER 6:00 P.M.

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.

- A. Pledge of Allegiance
- B. 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. Safe School Plans
- C. 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.
- D. 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.
- E. Public Hearing - None

ITEMS SCHEDULED FOR ACTION

A. CURRICULUM

1. Safe School Plans

It is recommended 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 schools, as submitted. Copies of the Safe School Plans are available for review at the District Office, 500 Dyer Street, Orcutt, CA. M-F from 7:30 a.m. to 4:30 p.m. or on the district website at www.orcutt-schools.net, under School Board, Meeting Schedules & Agendas, February 27, 2013.

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 13, 2013, 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

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 Robert Bush, 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

- A. Report on Action Taken in Closed Session

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.



Educational Services

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

To: Bob Bush, Superintendent

From: Holly Edds, Assistant Superintendent, Educational Services

Board Meeting Date: February 27, 2012

Board Agenda Item: Safe Schools Plans for Ralph Dunlap, Pine Grove, Patterson Road, Joe Nightingale, Alice Shaw, Lakeview Junior High, Orcutt Junior High, and Olga Reed schools.

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.



Ralph Dunlap Elementary School

Safe Schools Plan

Orcutt Union Elementary School District

2012-2013 School Year

Address: 1220 Oak Knoll Road
Phone: (805) 938-8500

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School Safety Committee
Safe Schools Mission and Vision Statement
Personal Characteristics of Students and Staff
The School's Physical Environment
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School Safety Committee

Member Name	Position
Liz Herbstreith	Principal
Carol Sutton	Office Manager
Robyn Turner	District Nurse
Lee Berry	Custodian
Julie Jorge	Noon Duty
Jim McManus	Teacher
Dee Ann Clopton	Teacher
David Amenta	Parent
Minh-Lan Antillon	Parent
Lori Bormes	Parent
Brandi Glynn	Parent
Audrey Totorica	Parent

Mission Statement

Ralph Dunlap School has a rich tradition of outstanding student achievement. To continue this practice of excellence, we will maintain high expectations and promote academic superiority for all students through essential curriculum. We will create rich, varied experiences in curricular learnings that accommodate different learning styles and abilities. We will foster a positive school climate that results from a caring community which respects and values diversity and provides a nurturing environment for positive self-esteem. This environment will be orderly, safe, inviting and stimulating for all. We will create an atmosphere where the staff learns, works and shares as a collaborative team and where the leadership is supportive, encouraging and fosters positive changes. We will build a cooperative link between home, school and community, that recognizes and embraces the unique community in which we serve.

Ralph Dunlap School seeks to provide for all students:

- Safety arriving to and departing from school
- Safety in the classroom
- Safety on the playground
- Safety in the hallways
- Safety in the cafeteria/multi-use room
- Safety from bullying, harassment, prejudice

The Safe School Committee shares a common feeling with our students, parents, and staff in that Ralph Dunlap School is a safe, supportive, nurturing environment for all children. This "safe school" perspective comes from a deep commitment, belief and cooperation from parents, community members, staff, district personnel, students, and law enforcement. In the development of this plan the Committee has followed the recommendations of the California Department of Education School Safety and Violence Protection Office document, Safe Schools: A Planning Guide for Action. In this document we will attempt to cover four major components including (1) Personal Characteristics of Ralph Dunlap's Students and Staff, (2) Ralph Dunlap School's Physical Environment, (3) Ralph Dunlap School's Social Environment, and (4) Ralph Dunlap School's Culture. This plan provides a template for maintenance of current programs and development of new programs to enhance the safety of our school.

Vision Statement

Ralph Dunlap Elementary School's vision is a learning community where students, staff and parents work in partnership to ensure a superior academic educational experience for students. All students will achieve their personal best in this collaborative environment that is equipped with the educational technology and resources to create life-long learners able to excel in a world of constantly changing technology, culture and social values.

Personal Characteristics of Students and Staff

Areas of Pride and Strength:

Students and their families are honored at monthly Character Development celebrations.

Our Kiwanis Kids (K-kids) provides leadership opportunities for students and is responsible for service learning activities and school spirit days. Leadership and mentoring skills are fostered via the Technology Team, Big Buddies and K-kids.

Movement Education in grades kindergarten through second and a developmental physical education program in grades three through six promote physical fitness.

Drama and music arts programs provide opportunities for instruction and practice for all students in kindergarten through 6th grade.

A pre-algebra readiness (PAR) enrichment program has been established to serve the needs of advanced 6th graders.

Compass Learning, a computer based program, is utilized to provide intervention and enrichment opportunities for kindergarten thru 6th grade students in Reading, Language Arts and Math.

Our English Language Acquisition Program serves to support teaching and instruction for bilingual students.

Support service providers are in place for our students (i.e. Resource, Speech, Genspan and Foster Grandparent).

Counseling services from Santa Maria Youth & Family Center are available to the school, and students are served weekly.

The mainstreaming of Deaf and Hard of Hearing (DHOH) students into regular education classes has been a positive experience for all.

Health and well-being issues are taught during Growth and Development, Child Safe, Too Good for Drugs, Fighting Back Santa Maria Valley Alcohol and Drug Awareness (5th graders) and DARE instruction.

Hearing and vision screening each fall is provided for our students by the District nurse, health assistants and parent volunteers.

A well defined Child Care Program meets the before and after school needs of our students.

Staff development topics address the whole child, not just academics. Topics have included anti-bullying, social skills, and non-violent crisis intervention.

Staff has the opportunity to review data from the California Healthy Kids Survey.

Staff was provided with two staff development days on the topic of Professional Learning Communities. Efforts continue to provide weekly collaboration time for teachers during the school day.

PTA sponsored Red Ribbon Week activities promote awareness of the negative use of drugs, alcohol, and tobacco and provide refusal strategies for all students. PTA sponsored activities and "family nights" promote a strong connection between home and school.

Areas of Concern:

Character Development

Action Plan:

1. Support staff as we maintain a Character Education program with "focus" words (characteristics).
2. Work with staff and parent volunteers to develop a plan to organize a Noon Sports League for 3rd-6th graders with parent volunteers.
3. Brainstorm with staff ways to bring back the Safe School Ambassador program.
4. Explore further opportunities to develop school spirit (i.e. Spirit Days on Fridays, wearing school mascot spirit wear, etc.).

5. Continue to explore additional community service activities such as collection drives for the Good Samaritan Homeless Shelter, Santa Barbara County Animal Shelter and Military Troops.
6. Investigate "Watch DOGS" (Dads of Great Students) program currently implemented at Joe Nightingale and Patterson Road schools.

The School's Physical Environment

Areas of Pride and Strength:

School buildings and classrooms are well maintained and painted. Monthly playground safety checks are completed and filed with the Maintenance and Operations Department in the district. The principal and teachers provide for supervision as students arrive in the morning and depart after school. The staff maintains an updated Emergency Response Plan. Evacuation, lock down, fire and earthquake drills are called on a regular basis. Exit plans are posted in each classroom. In addition, every classroom/building has an emergency binder and a backpack filled with supplies. The principal maintains vandalism logs, truancy logs and suspension/expulsion logs. A Bicycle Rodeo and Walk to School Day are organized by the PTA during the school year to encourage bicycle and pedestrian safety. Playground sandboxes and playground equipment are monitored regularly for safety. Student and staff restrooms are monitored regularly for cleaning and repair. A covered eating area on the upper playground is monitored and tables cleaned on a daily basis. Students are taught about environmental education, and recycling is practiced school-wide. Gates on the school's perimeter are locked during school hours. The alarm system can be heard from all areas of the school campus. Locks have been replaced allowing teachers and staff to lock classrooms from the inside. Teachers have access to phones in their classrooms. A kindergarten before-school recess is monitored by a school employee. A garden statue honoring Dunlap's retired office manager is located near the office. Playground surfaces have been replaced and restriped. Classrooms are cleaned and vacuumed on a regular basis. The administration wing and staff lounge is cleaned and vacuumed on a regular basis.

Areas of Concern: Campus Safety

Action Plan:

1. Cover embankments and open areas with mulch to prevent erosion and to help deter weed growth.
2. Maintain lawn areas and keep holes filled.
3. Maintain school garden area with classroom involvement and community support.
4. All volunteers and visitors required to "check in" with the office and receive badge/sticker before entering the campus.
5. Investigate options for improving campus security after dark and on weekends to prevent vandalism and graffiti (i.e. video cameras, motion sensor lights, etc.).

6. Keep all campus gates locked during the school day.

7. Investigate Watch DOGS program to enhance adult presence on campus.

The School's Social Environment

Areas of Pride and Strength:

The principal is actively involved in curricular matters, is readily available to all members of the school community and is visible on campus and in classrooms. On a regular basis, the principal greets students and their families as they enter the school grounds in the morning and depart in the afternoon.

The Character Development Program and "words of the month" contributes positively to the overall school environment.

Expectations for student behavior are clearly communicated in the Parent Handbook.

The principal gives every grade level a "School Rules Talk" at least once a year.

Students are updated on school happenings, rules and expectations during monthly noon-time talks.

Teachers establish firm and fair classroom rules and consequences.

A new parent orientation, in August of each school year, welcomes Kindergarten families and other new families to Ralph Dunlap School.

Sixth grade parents also are invited to attend a Jr. High orientation every May for their transitioning student.

Fall and Winter conferences promote shared goal setting between teachers and parents.

Internet safety is stressed. Students and parents sign an Acceptable Use Policy agreement before students access the Internet.

Teamwork is practiced during Physical Education sessions, district-wide Flag Football leagues, lunch time Noon Leagues and Dunlap Track events.

Students are able to compete in academic and enrichment endeavors (i.e. Lego League, Spelling Bees, Battle of the Books, Author go Round, California Reads program, Math Super Bowl, and PTA Reflections).

All grade levels, Kindergarten through 6th grade, participate in "theme based" activities to provide hands-on learning, thus supporting the learning process.

PTA sponsors many social activities throughout the school year to facilitate the school community getting to know each other.

Students have opportunities to hold leadership roles in the school through membership in K-Kids, Recycling Program, Technology Team, and Big Buddies.

Theme days are planned by K-kids to promote school spirit.

Assemblies, field trips, "Walk through..." programs, 6th grade Outdoor School and the Science Fair are outstanding ways we give our students "hands on" learning experiences.

Regularly scheduled PTA activities bring parents, students and staff together for "Family Fun nights" and other social activities.

The PTA and business sponsors provide financial support to school academic programs, field trips and special projects.

The school is open after hours and weekends for use by many community organizations, i.e. Flag Football league, soccer and basketball teams, boy and girl scout groups, 4-H groups, etc.

Areas of Concern:

School "Connectedness"

Action Plan:

1. The principal will make regularly scheduled visits to classrooms to "drop in" and also discuss student behavior when necessary.
2. School staff will monitor "hot spots" in the hallways and on the playground for inappropriate behavior.
3. Counseling will be utilized by a trained counselor to teach coping and social skills to identified students.
4. Student anger issues will be addressed through counseling services and the site Psychologist.

5. Staff will continue to investigate and implement programs which will foster personal and social skill development.
6. Mindfulness assemblies will take place for all Dunlap students, Kindergarten through 6th grade.
7. A Mindfulness Parent Education night will be offered.
8. The principal and district transportation personnel will plan regular instruction for bus students in bus rules, expectations and emergency procedures.
9. The principal will continue to hold safety and disaster preparedness activities and drills for staff and students.
10. Continued efforts will be made to minimize classroom disruptions; instructional time will be maximized.

The School's Culture

Areas of Pride and Strength:

The motto at Ralph Dunlap is "Everybody is Somebody" – this motto promotes a sense of connectedness, belonging and community. Parents and students report they feel involved with and connected to the school and parent involvement is highly encouraged and supported. The principal is visible and approachable. Staff possesses high standards and expectations for all students. Staff at Ralph Dunlap strongly feel that every child on campus is "their" child and their responsibility. Teachers participated in a 2-day professional development training on the power of Professional Learning Communities and Response to Intervention (RTI) practices. Teachers meet weekly during the school day in grade level Professional Learning Communities to discuss standards, student learning, and RTI. There is a strong partnership between staff and all stakeholders. Gen-Span and Foster Grandparent volunteers, who are retired community members, tutor students during the school day. A "New Parent Orientation" is held prior to the opening of the school year. The office staff creates a "welcoming" and friendly atmosphere. There is a close rapport among staff members. Student Success Team meetings bring staff and parents together to discuss how to assist struggling students. Compass Learning, an on-line computer program, provides regularly scheduled intervention and enrichment support (during the school day) for all students in kindergarten through 6th grade. Several staff members are trained in Crisis Prevention and Intervention (CPI). Student award programs recognize students for outstanding character development and are scheduled on a monthly basis. Upper grade students mentor primary grade students via a "Little Buddies" tradition. The PTA supports classroom instruction, provides field trips, schedules and finances assemblies and provides resources for student enrichment and campus beautification. School-home communication takes many forms: Friday folders, weekly school on-line newsletter, classroom newsletters, parent-teacher conferences, phone calls, email, etc. Aeries (student information system) will offer parents the ability to view student progress (grades) from home in the future.

Areas of Concern: Educational Culture

Action Plan:

1. Staff will work in conjunction with PTA to discuss ideas about how best to welcome new students and their families to Ralph Dunlap School.
2. Continue to work with the PTA on family oriented events and parent education topics.
3. Staff will promote social growth and positive character development through classroom and Student of the Month recognition, and Positive Referrals to the principal.
4. The staff will continue to develop its awareness of and proficiency with content and performance standards to focus instruction and assess student work and utilize NWEA data to do so.

5. The principal will provide teachers with CST and NWEA assessment data to help them analyze student performance and to plan instruction based on such analysis.
6. Teachers will meet in Professional Learning Communities on a weekly basis to collaborate and focus on student learning and student results.
7. Teachers will begin the process of aligning grade level "essential standards" with California's Common Core State Standards.

Appendix

Board Policy and Administrative Regulation

- a. BP 0450 (a)- Comprehensive Safety Plan
- b. BP 5131.2 - Bullying
- c. BP 5141.4 - Child Abuse/Neglect and Reporting Requirements and Procedures
- c. BP 5144.1 - Suspension and Expulsion/Due Process
- d. AR 5144.1 - Suspension and Expulsion/Due Process
- e. AR 5144.2 - Suspension and Expulsion/Due Process

Safe Ingress/Egress

- a. Evacuation Map
- b. Disaster Drill Schedule
- c. Emergency Team Duties
- d. Disaster Duties and Responsibilities
- e. Disaster Procedures
- f. Procedures for Lock down/Shelter Evacuation

Discipline Procedures

- a. Student Handbook
- b. 2012 Discipline Summary
- c. 2012 Attendance Summary
- d. Notifying Teachers of Dangerous Pupils
- e. Discrimination and Harassment Policy

School Information

- a. 2011-2012 School Accountability Report Card
- b. Safe School Questionnaire
- c. Safe Schools Planning Checklist
- d. Electronic Network User Agreements (Students and Staff)
- e. California Healthy Kids Survey



Pine Grove Elementary School

Safe Schools Plan

Orcutt Union Elementary School District

2012-2013 School Year

Address: 1050 Rice Ranch Road
Phone: (805) 938-8800

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School Safety Committee

Member Name	Position
Don Hart	Principal
Robyn Turner	District Nurse
John Purdum	Head Custodian
Karen Hettinga	Office Manager
Susan Fife	Teacher
Roberta Hough	Teacher
Barbara Schnorf	Teacher
Traci Cortez	Parent
Corey Triplett	Parent
Melissa Hartwell	Parent
Erika Gutierrez	Parent

Mission Statement

At Pine Grove school, our staff, both certificated and classified, strives to create successful learning opportunities for ALL students. We are committed in working diligently to maintain a school wide focus of a standards-based education and do so with very caring and nurturing attitudes. Our mission is to foster a secure and supportive learning environment that provides academic excellence, character development and enrichment for all. Students will experience quality curriculum and instruction, utilize technology, and reach increasing levels of achievement as demonstrated in a standards-based educational system.

Pine Grove staff, parents and students work together to create a safe and positive learning environment on our campus. We recognize student success which support academic, attendance and character traits through monthly student recognition assemblies, teacher awards and classroom celebrations. Character Life Skill words reinforce the respect and sense of responsibility that we want our student to exemplify.

Pine Grove parent volunteers are a wonderful component to our classroom learning environments. Together, with our staff, we work to achieve a balance between appropriate behaviors and academic success. This active participation throughout the grade levels builds a cohesive force that permeates the atmosphere of our school and reinforces to our students that parents are an important partnership in the educational process.

Vision Statement

Pine Grove School seeks to provide for all students:

- Safety arriving to and departing from school
- Safety in the classroom
- Safety on the playground
- Safety in the cafeteria/multi-use room
- Safety in the hallways, on the stairs, on the ramps
- Safety from bullying, harassment, and prejudice

The Safe Schools Committee shares a common feeling with our students, parents, and staff in that Pine Grove School is a safe, supportive, nurturing environment for all children. This "safe school" perspective comes from a deep commitment, belief and cooperation from parents, community members, staff, district personnel, students, and law enforcement. In the development of this plan, the Committee has followed the recommendations of the California Department of Education School Safety and Violence Protection Office document, Safe Schools: A Planning Guide for Action. In this document we will attempt to cover four major components including (1) Personal Characteristics of Pine Grove's Students and Staff, (2) Pine Grove School's Physical Environment, (3) Pine Grove School's Social Environment, and (4) Pine Grove School's Culture. This plan provides a template for maintenance of current programs and development of new programs to enhance the safety of our school.

Personal Characteristics of Students and Staff

Areas of Pride and Strength:

Students are accustomed to working with peers of varying abilities, temperaments, cultures, and learning styles. The Campus Connection childcare program meets the before- and after- school needs of approximately 80 students. A physical education program promotes physical fitness among all students. Health screenings are provided students each fall by the district nurse, health assistants, and parent volunteers. The English Learners' Program supports language acquisition and academic success among English Learners. Students are honored for character traits at monthly Student of the Month recognition ceremonies attended by parents and family members; individual students are recognized at periodic Pizza Chat lunches with staff.

Response To Intervention programs in grades K-6 provide early support and remediation in reading and other content areas utilizing Compass Learning. Staff also incorporates strategies learned from attending the Mike Mattos- Response to Intervention inservice for supporting both remediation and enrichment learning for all students.

The Student Council provides leadership opportunities for students and is responsible for campus beautification, service learning, and school spirit days. PTA sponsored Red Ribbon Week activities provide a venue for students to celebrate a drug-free lifestyle. Counseling services through the Santa Maria Youth & Family Center are available to students. The "Check Connect & Respect" program from Fighting Back Santa Maria Valley provides coaching to identified students. The Santa Barbara County Sheriff's Department provides a Drug Abuse Resistance Education (DARE) program to sixth graders. Staff wear ID badges to differentiate them from visitors to the campus.

Areas of Concern:

Communication among all constituents.
Support students with emotional needs.
Ensure the safety of students walking and riding bicycles to and from school.

Action Plan:

1. Cultural Diversity
School publications, announcements, and newsletters, including communication from the PTA, will be sent out weekly and on as needed basis.
2. Staff Expertise/Diversity
Discussions and training will continue in the area of helping students with anger and handling outbursts of anger. Counseling services will be available throughout school year.

3. Physical/Health Concerns
Crossing guard provided before and after school.

The School's Physical Environment

Areas of Pride and Strength:

The school buildings and classrooms are well maintained and painted. The PTA schedules School Beautification Days. On these days, parents, staff members, and students work to improve the look of the school. Monthly playground safety checks are completed and filed with the Maintenance and Operations Department of the district. The staff maintains an updated School Emergency Plan. Evacuation, lockdown, fire, and earthquake drills are run on a regular basis. The principal and office manager maintain vandalism logs, truancy logs, and suspension/expulsion logs. Fencing has been installed and is monitored for repair and replacement. Student and staff restrooms have been modernized and are monitored regularly for cleaning and repair. The alarm system has been upgraded and can be heard from all areas of the school campus. Video cameras have been installed at strategic locations around campus. The PTA provides a crossing guard to help regulate the intersection of Rice Ranch and Bradley roads before and after school.

Areas of Concern:

Parking lot- drop off/pick up
School grounds maintained for student play
Assign new teachers/staff classrooms to accommodate growth of student population

Action Plan:

1. Traffic
In conjunction with the California Highway Patrol, the county, and the district, staff will continue to maintain a plan for parking and traffic for the 2012-2013 school year.
2. School Grounds
Embankments need to be monitored for erosion and kept free of debris and weeds
Abatement of ground squirrels needs to be on ongoing priority.
Squirrel holes on playing fields need to be repaired for student safety.

3. **School Buildings and Classrooms**
To accommodate growth in 2012-2013, the school has developed a master plan for use of all classrooms and available facilities.
4. **Playground surfaces repaired and resurfaced during the summer of 2012. New striping and equipment installed for student use.**

The School's Social Environment

Areas of Pride and Strength:

The school principal is actively involved in all school matters, and is available and accessible to all members of the school community. The character education "Word of the Month" program contributes positively to the overall school environment.

Student Council members in grades 4-6 provide leadership for the student body.

After-school programs in flag football and track and field provide an outlet for team building and school spirit.

Fall parent-teacher conferences facilitate shared goal setting between teachers and parents.

The PTA and business sponsors provide financial support to school academic programs, field trips, and special projects.

An e-mail school newsletter is distributed to parents weekly.

The school is open after hours and weekends for use by many community organizations, i.e., soccer and basketball teams, scouting groups, 4-H, and more.

Areas of Concern:

Ensuring that students feel connected to the school and that all behavioral issues are dealt with in a timely manner. Minimize disruptions to the classroom.

Action Plan:

- School Site Management**
A discipline referral form is utilized to streamline communication between teachers and the principal and/or teacher-in-charge.
- School Communication**
The "Morning Message" on the intercom, daily sign-in sheets, and staff memos through email will be utilized to improve communication and minimize interruptions to classroom learning.
The principal and staff will continue to develop the school's website on district server.
- Discipline and Consequences**
The principal will review with students, staff, and parents the school rules through reminders on the morning announcements and in the weekly newsletter.
The school rules will be used as a reference point for disciplinary interactions with students.
- Participation and Involvement in school wide endeavors**
Staff will use grant money to regularly involve students with the school garden that has been established through the 2012/2013 school year. Vegetables grown in the garden are incorporated into the salad bar for students to choose during lunch in our cafeteria..

The School's Culture

Areas of Pride and Strength:

Parents and students regularly report that they feel "connected" to the school. Adults at Pine Grove possess high standards and expectations for all students. Adults at Pine Grove strongly feel that every child on campus is "their" child and their responsibility. Every Friday is "Spirit Day". Students and staff wear a variety of Pine Grove logo shirts and school colors to express a spirit of togetherness. The PTA supports classroom instruction, provides field trips, schedules and finances assemblies, and provides resources for student enrichment and school beautification. Student attendance awards are presented every trimester and a PANDA (Perfect Attendance No Days Absent) award is presented annually.

Areas of Concern:

Creating meaningful opportunities for students to build connections with each other, their teachers, and school.

Action Plan:

1. **Affiliation and Bonding**
Connect students to the school through positive means ie: Principal Recesses, Student Recognition Assemblies and PTA Family Fun Nights.
2. Connect intermediate classrooms with primary classrooms in a "Classroom Buddy" program.
3. Teachers will promote social growth and positive character development through classroom, Student of the Month, and Pizza Chat recognition.
4. Utilizing the RTI process, teachers share students in grade levels providing appropriate instruction to meet each student's needs. Classrooms rotate to each teacher in the grade level for a variety of instructional purposes based on district assessments. ELD students are pulled to work with ELD teacher to assist in learning English in a small group setting.

Appendix

Board Policy and Administrative Regulation

- a. BP 0450 (a)- Comprehensive Safety Plan
- b. BP 5141.4 - Child Abuse/Neglect and Reporting Requirements and Procedures
- c. AR 5144.2 - Suspension and Expulsion/Due Process

Safe Ingress/Egress

- a. Evacuation Map
- b. Disaster Drill Schedule
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Discipline Procedures

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- d. Electronic Network User Agreements (Students and Staff)
- e. California Healthy Kids Survey



Patterson Road Elementary School

Safe Schools Plan

Orcutt Union Elementary School District

2012-2013 School Year

Address: 400 Patterson Road
Phone: (805) 938-8750

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School Safety Committee

Member Name	Position
Kate McInerney	Principal
Robyn Turner	School Nurse
Jorge Rubalcava	Head Custodian
Janinne Salinas	Teacher
Stacy Riezebos	Teacher
Julie Saleen	Teacher
Arlene Torbert	Teacher
Lisa Dominguez	Parent
Tracy Dugan	Parent
Elvia Soto	Parent
Teresa Davis	Parent
Frank Mejia	Parent

Mission Statement

Mission:

To serve the unique academic, physical, social, and emotional needs of students in order to provide each student with the highest quality education and create a passion for learning.

Vision Statement

Vision

At Patterson Road School we believe there are no limits to the academic potential of our students, and there are no excuses for not maximizing this potential for success. As staff members of Patterson Road, we are committed to structured collaboration with one another in an effort to meet the needs of all students. Every member believes that every student is capable of being academically proficient in reading, writing, and mathematics. We believe collaboration is the vehicle to increase student success and achievement. We will work to neutralize the challenges students bring with them to school. We will practice consistent instruction leading to student success. We will address challenges through candid collaboration as a team. This commitment to collaboration, through exceptional participation by our principal and teachers, will generate real, measurable growth in academic achievement. Students are recognized for their character, academic achievement and attendance. Active parent participation throughout the grades is encouraged to reinforce the home school partnership.

Patterson Road School seeks to provide a safe environment for all students:

- Safety on the playground
- Safety in the classroom
- Safety from harassment
- Safety from prejudice
- Safety arriving to and departing from school
- Safety in before-school and after-school district sponsored programs

The Safe School Committee shares a common feeling with our students, parents, and staff in that Patterson Road School is a safe, supportive, nurturing place for children. This "safe school" perspective comes from a deep commitment of cooperation from parents, community members, staff district personnel, students, and law enforcement. In the development of this plan the Committee has followed the recommendations of the California Department of Education School Safety and Violence Protection Office document, *Safe Schools: A Planning Guide for Action*. In this document we will attempt to cover four major components including (1) Personal Characteristics of Students and Staff, (2) The School's Physical Environment, (3) The School's Social Environment, and (4) The School's Culture. This plan provides a template for maintenance of current programs and development of new programs to enhance the safety of our school.