

ORCUTT UNION SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
Wednesday, April 9, 2014  
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.

**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.

**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 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** 7:15 P.M.

- A. Pledge of Allegiance
- B. Public Report on Action Taken in Closed Session
- C. 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
  2. Alice Shaw Presentation
  3. LCAP Update
  4. Initial Contract Proposal

D. 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.

E. 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.

F. Public Hearing – None

**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. 2013/2014 Interdistrict Attendance Agreement Requests
- E. Minutes, Special Meeting of March 11, 2014
- F. Minutes, Regular Meeting of March 12, 2014
- G. Minutes, Special Meeting of March 18, 2014
- H. Minutes, Special Meeting of April 1, 2014
- I. Surplus Property

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

Lakeview Jr. High received a donation of four computers, monitors and keyboards from Mark and Cherie Smith to be used in the Resource Program.

Ralph Dunlap School received a donation of \$149.60 from Dr. and Mrs. Alford. The donation will be used for a K-Kids pizza party and K-kids fund.

Olga Reed School received a donation of \$671.17 from the school's former Parent Teacher Fellowship (PTF) organization to help support class field trips.

Olga Reed School received a donation of \$370.30 from Santa Barbara International Film Festival (SBIFF) to reimburse the cost of transportation to and from their annual "Field Trip to the Movies".

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Mark and Cherie Smith, Dr. and Mrs. Alford, Denise Davis, Representative of Olga Reed PFT and Santa Barbara International Film Festival.

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

**B. BUSINESS**

1. Ralph Dunlap and Patterson Road Stages

Staff recommends that the Board of Trustees approve the Sierra School Equipment proposal in the amount of \$23,592.60 per stage for a total amount of \$47,185.20, tax and shipping included.

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

2. National School Nutrition Conference

Staff recommends that the Board of Trustees authorize travel expenses to the National School Nutrition Conference in Boston, MA for Child Nutrition Director, Janette Wesch.

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

3. School Bus Purchase Authorization

Staff recommends that the Board of Trustees approve the purchase of a 2015 Bluebird All American Bus for \$156,465.77.

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

4. Ruckus Wireless Piggyback Bid Purchase

Staff recommends that the Board of Trustees approve the Ruckus Wireless quote and Piggyback Contract #525839 of \$66,879.40 including tax and shipping.

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

5. Preventative Maintenance Contract for Sealing and Striping

Staff recommends that the Board of Trustees award the contract for Preventative Maintenance for Sealing and Striping to Toste Paving in the amount of \$34,425.

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

**C. HUMAN RESOURCES**

1. 2013/2014 Resolution No.8, Classified Employees Week – May 18-24, 2014

It is recommended that the Board of Trustees adopt 2013/2014 Resolution No. 8, Classified Employees Week, as presented.

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

2. 2013/2014 Resolution No. 9, Day of the Teacher – May 14, 2014

It is recommended that the Board of Trustees adopt 2013/2014 Resolution No. 9, Day of the Teacher, as presented.

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

3. 2014/2015 Interdistrict Attendance Agreement with Solvang Elementary School

Staff recommends that the Board of Trustees approve the 2014/2015 Interdistrict Attendance Agreement with Solvang Elementary School.

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

4. 2014/2015 School Calendar

The Calendar Committee recommends that the Board of Trustees approve the 2014/2015 elementary (K-8) and junior high school calendars, as submitted.

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

5. 2013/2014 Resolution No. 7, Classified Layoffs

Staff recommends that the Board of Trustees adopt 2013/2014 Resolution No. 7, Classified Layoffs, as presented.

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

**ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

1. Williams Valenzuela Uniform Complaint Report
2. Board Financial Report
3. Items from the Board

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, May 14, 2014, 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 Wednesday, April 30, 2014 beginning at 6:00 p.m. in the District Office Board Room.

**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  
April 9, 2014

TO: Bob Bush, Superintendent  
 SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources  
 SUBJECT: Recommendations for Board Approval

SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
Ralph Dunlap	Inst Assistant I	\$12.60/hr	04/04/14	Permanent/Probationary
Ralph Dunlap CC	Child Care Assistant	\$12.28/hr	03/31/14	Reinstate from Leave of Absence
Central Kitchen	Child Nutrition Worker	\$11.41/hr	03/31/14	Increase in hours
Lakeview Jr. High	Inst Assistant I	\$10.56/hr	04/03/14-06/13/14	Long term Substitute
Lakeview/Orcutt	Custodian	\$2543/mo	03/31/14	Permanent/Probationary
Lakeview Jr. High	Child Nutrition Worker	\$11.41/hr	03/31/14	Permanent/Probationary
Joe Nightingale	Inst Assistant I	\$12.60/hr	03/24/14	Permanent/Probationary
Joe Nightingale	Inst Assistant II	\$16.48/hr	03/31/14	Increase in hours
Pine Grove	Media Specialist		2014/2015	Request (5) hour per week Leave of Absence
Joe Nightingale	Inst Assistant II	\$12.91/hr	03/31/14	Permanent/Probationary
Joe Nightingale	Inst Assistant I		04/07/14-06/13/14	Request Unpaid Leave of Absence
Child Nutrition	Child Nutrition Worker		03/18/14	Resignation
District Office	Sr. Accounting Technician	\$19.17/hr	04/01/14-07/31/14	Temporary Assignment
Transportation	Bus Driver	\$19.12/hr	03/01/14	Increase in hours
Lakeview Jr. High	Inst Assistant I	\$12.60/hr	03/10/14	Permanent/Probationary
Pupil Services	Inst Assistant I	\$10.56/hr	03/27/14	Substitute
Pupil Services	Inst Assistant II	\$10.79/hr	03/27/14	Substitute
Olga Reed	Noon Duty Supervisor	\$11.14/hr	04/01/14	Regular Assignment

# ORCUTT UNION SCHOOL DISTRICT

## Certificated Personnel Action Report

**TO:** Bob Bush  
District Superintendent

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

**DATE:** Board Meeting of April 9, 2014

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

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Dunlap	V-20	2014-15	Requesting to participate in Reduced Workload, 50%
District	Hourly	2/20-2/27/14	Home & Hospital, 7 hrs
Lakeview	Hourly	2/11/14	Detention, 1 hr
District	Hourly	2/3-2/28/14	Band, 22 hrs
District		2/3-2/13/14	Home & Hospital, 8 hr
Lakeview	Extra Duty	2/5/14	Homework Club, 1 hr
Lakeview		2/4-2/27/14	Detention, 6 hrs
Lakeview		2/6-2/19/14	Basketball Supervisor, 2 games
Olga Reed	Hourly	2/12-2/28/14	Admin Support, 56 hrs
Lakeview	Extra Duty	2/24-2/26/14	Homework Club, 2 hrs
		2/13/14	Basketball Supervisor, 1 game
Lakeview	Extra Duty	2/19/14	Basketball Supervisor, 1 game
District	Hourly	2/4-2/24/14	Tech Support, 6 hrs
Lakeview	Extra Duty	2/21/14	Subbed during prep, 1 hr
Orcutt	Daily	2/26/14	Sub Principal, 1 day
Patterson	Hourly	2/11/14	Compass Learning, .5 hrs
Olga Reed	Extra Duty	2/11-2/28/14	Basketball Supervisor, 3 games
District		2/4-2/28/14	Home & Hospital, 18 hrs
District	Daily	3/3-3/5/14	Fitness Testing, 3 days
District	Hourly	2/6-2/20/14	Common Core Meetings, 8.5 hrs
Lakeview	Extra Duty	2/12/14	Homework Club, 1 hr

\*To be prorated

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
District	Hourly	2/4-2/20/14	Common Core Meetings, 11 hrs
Patterson	V-6	2013-14	Long Term Sub
Dunlap	III-1	4/7/2014	Temporary Teacher
Shaw	Hourly	2/20/14	ELD Teacher, 15 hrs wk
Olga Reed	Extra Duty	2/6-2/28/14	Basketball Supervisor, 4 games
District	Extra Duty	2/3-2/28/14	Home & Hospital, 17 hrs
District	Hourly	2/6-2/20/14	Common Core Meetings, 8.5 hrs
Shaw	III-5	6/13/2014	Correction of Step and Column
	Hourly	3/12-3/14/14	Release, Non Re-Election, Temp Shadow for Temp Contract, 16 hrs
Dunlap	Daily	2/27-3/7/14	Shadow for long term sub, 3 days and 1 hr / special circumstance
Shaw	Stipend	3/17/14	Teacher in Charge
District	Hourly	2/4-2/28/14	NWEA, 82 hrs
Lakeview	Extra Duty	2/19/14	Homework Club, 1 hr
Nightingale	Hourly	3/17/14	Overage Teacher, 10 hr wk Title 1, 10 hrs wk
District	Hourly	1/28-2/27/14	Strings, 19.5 hrs
District	Hourly	2/20/14 2/1-2/21/14	Common Core Meetings, 7 hr NWEA, 65.5 hrs
District	Extra Duty	2/3-2/28/14	Home & Hospital, 18 hrs
District	Extra Duty	2/2-2/26/14 2/4-2/27/14 2/19/14	Home & Hospital, 17 hrs Detention, 10 hrs Worked prep period, 1 hr
Lakeview	Extra Duty	2/6-2/19/14	Basketball Supervisor, 2 days
Orcutt	Extra Duty	2/21/14	Worked prep period, 1 hr
Olga Reed	Hourly	2/3-2/25/14	ELD, 15 hrs
Dunlap	IV-1 Hourly	6/13/2014 2/21/14	Release, Non Re-Election, Temp NWEA, 6 hrs

\*To be prorated

## 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

## INTERDISTRICT ATTENDANCE AGREEMENT REQUESTS

**2013/2014 Academic School Year**  
**Current Monthly Requests**  
**April 9, 2014**

Staff recommends the Board approve the following InterDistrict Attendance Agreement Requests:

School	New	OUSD Relocated	EMP to Inter	Renew	Leave
Alice Shaw					
Joe Nightingale			2		2
Olga Reed					
Patterson Road		1			1
Pine Grove					
Ralph Dunlap					
Lakeview JH					
Orcutt JH					
<b>Total</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>3</b>

Staff recommends the Board deny the following InterDistrict Attendance Agreement Requests:

School	Enter	Leave
Alice Shaw	0	
Joe Nightingale		
Olga Reed		
Patterson Road		
Pine Grove		
Ralph Dunlap		
Lakeview JH		
Orcutt JH		
<b>Total</b>	<b>0</b>	<b>0</b>

*Current InterDistrict Attendance Agreements (I) and Allen Act (A) By School*

Grade	AS		JN		OR		PR		PG		RD		LKV		OJH		Total	
	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A
<b>K</b>	7	2	13	7	2	0	3	5	4	5	2	3					<b>31</b>	<b>22</b>
<b>1</b>	10	7	8	4	1	0	3	1	2	2	4	3					<b>28</b>	<b>17</b>
<b>2</b>	7	7	10	4	0	0	7	1	3	1	6	5					<b>33</b>	<b>18</b>
<b>3</b>	8	2	14	5	1	0	4	5	8	5	5	2					<b>40</b>	<b>19</b>
<b>4</b>	9	4	11	3	4	0	6	0	4	5	6	4					<b>40</b>	<b>16</b>
<b>5</b>	11	3	18	3	1	0	7	3	4	3	11	3					<b>52</b>	<b>15</b>
<b>6</b>	11	6	16	5	1	0	6	2	8	3	2	2					<b>44</b>	<b>18</b>
<b>7</b>					2								26	14	24	4	<b>52</b>	<b>18</b>
<b>8</b>					0								42	13	19	8	<b>61</b>	<b>21</b>
<b>Subtotal</b>	<b>63</b>	<b>31</b>	<b>90</b>	<b>31</b>	<b>12</b>	<b>0</b>	<b>36</b>	<b>17</b>	<b>33</b>	<b>24</b>	<b>36</b>	<b>22</b>	<b>68</b>	<b>27</b>	<b>43</b>	<b>12</b>	<b>381</b>	<b>164</b>
<b>Total</b>	<b>94</b>		<b>121</b>		<b>12</b>		<b>53</b>		<b>57</b>		<b>58</b>		<b>95</b>		<b>55</b>		<b>545</b>	

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING  
March 11, 2014**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, March 11, 2014 beginning with Dr. Peterson calling Public Session to order at 12:00 p.m. Members Present: Buchanan, Hatch, Peterson, Zilli and Phillips. Also present Administrators Lana Thomas, and Liz Herbstreith. Bob Hatch led the Pledge of Allegiance.

**ADJOURN TO CLOSED SESSION**

It was moved by Bob Hatch, seconded by Rob Buchanan and carried to adjourn the meeting to Closed Session at 12:03 p.m.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 1:45 p.m.

**Decision in Student Disciplinary Hearing 13/14-R1**

It was moved by Bob Hatch, seconded by Rob Buchanan and carried that the Board of Trustees expel Student 13/14 R-1 from all schools in the Orcutt Union School District until January 23, 2015. The Board suspended enforcement of the expulsion order. As of March 17, 2014, the Pupil may enroll at Joe Nightingale Elementary School, or either the District Independent Study Program or Home Instruction Program. During the term of the suspended expulsion order, the Pupil will be on probationary status under the conditions set forth in the Rehabilitation Plan.

**ADJOURN**

It was moved by Bob Hatch, seconded by Jan Zilli and carried to adjourn the meeting at 1:50 p.m...

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Bob Bush, Board Secretary

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Robert Hatch, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
March 12, 2014**

**CALL TO ORDER**

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, March 12, 2014 beginning with Dr. Peterson calling Public Session to order at 6:55 p.m. Members Present: Phillips, Peterson, Hatch and Zilli. Absent: Buchanan. Administrators Present: Bush, Ochej, Nicholson and Edds. Absent: None. It was moved by Jan Zilli, seconded by Rob Buchanan and carried to adjourn to Closed Session at 6:57 p.m.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 7:15 p.m. Dr. Peterson reported that no action was taken in Closed Session. The Pledge of Allegiance was led by Liz Phillips.

**SUPERINTENDENT'S REPORT**

OCAF Executive Director, Hannah Rubalcava reported that approximately \$50,000 was raised from the Gala. She is also working on a grant with the Kennedy Center that would include the "buy in" of 15 community members.

Retired MOT Director Rita Jermyn was honored for her 30+ years with the District. Speaking on her behalf were Marysia Ochej, Ken Parker, Lana Thomas and Sue Dominguez. Dr. Peterson presented her with a plaque and thanked her on behalf of the Board. Rita began with the District as a volunteer parent at Patterson Road School and ended her career as Director of Maintenance, Operations and Transportation.

Rebecca Holmes and her Business Office staff introduced themselves and each gave a brief explanation of their duties. Staff includes Michelle Gitchell and Nicki Draper in Payroll and Benefits, Sara Shiffrar, Anna Orca and Makenzie Johns in Accounting, Alice Salazar, Administrative Assistant to Marysia Ochej and Rebecca Holmes, Director of Fiscal Services.

Superintendent Bush thanked Bob Hatch and the Santa Maria Valley Chamber of Commerce for the Principal for a Day/Computer Connections event. Thirty-nine business leaders were assigned to a school to be "Principal for a Day". A lunch followed at the Elks where computers were awarded to deserving students in the valley. Crystal Luna, an Orcutt Jr. High student, was the recipient of a laptop.

**PUBLIC COMMENT**

OEA President, Monique Segura reported that the Executive Board is working on selection of OEA scholarship recipients. She thanked Don Nicholson for meeting with the non-elect employees. OEA is a sponsor of the Bull Canyon Run. Monique is working on getting CTA's *Unconscious Bias* Workshop scheduled at our district. She feels it would be very beneficial for the Board, administrators and union leadership.

Kevin Merrill, Olga Reed parent, expressed his concerns regarding staff issues at Olga Reed.

Kathy Hoffman wanted to publically thank the classified M&O support staff at Alice Shaw School: Brett Cupp, Head Custodian, Isidro Alfaro, Night Custodian, Mark Amarillas, Grounds Maintenance Worker and Chris Hurd, Maintenance Craftsperson. She said they give 125% and she is proud to work with them.

**CONSENT AGENDA ITEMS**

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Interdistrict Attendance Agreement Requests 2013/2014
- E. Interdistrict Attendance Agreement Requests 2014/2015
- F. Minutes, Regular Meeting of February 12, 2014
- G. Minutes, Special Meeting of February 4, 2014

- H. Minutes, Special Meeting of February 13, 2014
- I. Minutes, Special Meeting of February 26, 2014
- J. Hiring of Additional Coaches 2013/2014
- K. Certification of Coaches 2013/2014
- L. Youth Leagues Facility Use Agreements

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

#### **ITEMS SCHEDULED FOR ACTION**

##### **Gifts**

It was moved by Jan Zilli, seconded by Bob Hatch and carried to accept the gift and directed that a letter of acceptance and appreciation be forwarded to Pat Carter. Ayes: Hatch, Peterson, Phillips, Zilli Absent: Buchanan

##### **Trips**

It was moved by Liz Phillips, seconded by Jan Zilli and carried to approve the Alice Shaw School Amtrak train trip to the Ronald Reagan Library in Simi Valley, CA on April 9, 2014. Liz Phillips amended to include sending a thank you to the Alice Shaw PTA for covering bus transportation expenses. Ayes: Hatch, Peterson, Phillips, Zilli Absent: Buchanan

It was moved by Bob Hatch, seconded by Liz Phillips and carried to approve the Orcutt Junior High School trip to Disneyland in Anaheim, CA on April 4-5, 2014 to participate in the YES program. Ayes: Hatch, Peterson, Phillips, Zilli Absent: Buchanan

##### **Second Interim Report**

Marysia presented the 2013/2014 Second Interim Report and thanked Makenzie Johns, Rebecca Holms and Alice Salazar for all their work getting the report together for presentation. It was moved by Jan Zilli, seconded by Bob Hatch and carried to authorize the filing of a positive certification with the Santa Barbara County Education Office. Ayes: Hatch, Peterson, Phillips, Zilli Absent: Buchanan

##### **University of La Verne Fieldwork Agreement**

It was moved by Bob Hatch, seconded by Jan Zilli and carried to approve the University of La Verne's College of Education and Organizational Leadership Fieldwork Agreement with the Orcutt Union School District. Ayes: Hatch, Peterson, Phillips, Zilli Absent: Buchanan

#### **ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

The Board Financial Report was presented for information/discussion. Marysia reported that all items were within budget.

#### **GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, April 9, 2014 beginning with Closed Session at 6:45 p.m., 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 Liz Phillips to adjourn the meeting at 8:21 p.m.

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Bob Bush, Board Secretary

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Robert Hatch, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING  
March 18, 2014**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, March 18, 2014 beginning with Dr. Peterson calling Public Session to order at 12:30 p.m. Bob Bush led the Pledge of Allegiance. Members present: Hatch, Buchanan, Peterson and Zilli. Absent: Phillips. Administrators present: Bush, Edds, Ochej, Nicholson, Dana, and Bertoldi. Other staff present: Stearns, Holmes. Also present Ken and Ryan Reynolds from SchoolWorks. Board Member Phillips joined the meeting at 12:40 p.m.

**PUBLIC COMMENT**

OEA President, Monique Segura, read a list of security issues expressed by the staff at Lakeview Junior High School. The main issue was the openness of the campus allowing anyone to be on site without being noticed. Another issue was softball field traffic.

**FACILITIES STUDY SESSION**

- Ken Reynolds from SchoolWorks shared various reports and graphs illustrating the district demographics including inter-district trends.
- The Board revisited the Facility Master Plan Projects approved by the Board in August 2012.
- Scott Stearns reported that the security system at Lakeview Jr. High is 85% operational with completion of the project by the end of Spring Break.
- It was the consensus of the Board to re-establish school site approval for the Rice Ranch property.
- Superintendent Bush requested that the Board give him a written list of concerns regarding the potential move of OAK-8 to the Olga Reed School campus.
- The Board gave direction to Marysia to move forward with Keysite 17 beginning with obtaining an appraisal
- Board suggested a 1, 3, 5 year timelines be established for completion of projects
  - HVAC lifespan
  - Aging facilities
  - Bond related projects be identified
  - Superintendent Bush will address the softball issues at Lakeview Jr. High with Principal
  - Commit additional funds to deferred maintenance
  - Marysia and Scott will come back in the fall with needs and priorities

**ADJOURN**

It was moved by Bob Hatch, seconded by Liz Phillips and carried to adjourn the meeting at 2:24 p.m.

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Bob Bush, Board Secretary

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Robert Hatch, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING  
April 1, 2014**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, April 1, 2014 beginning with Dr. Peterson calling Public Session to order at 5:00 p.m. Bob Hatch led the Pledge of Allegiance. Members Present: Buchanan, Hatch, Zilli, Peterson and Phillips. Absent: None

**ADJOURN TO CLOSED SESSION**

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to adjourn to Closed Session at 5:01 p.m.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 6:30 p.m. Dr. Peterson reported that no action was taken in Closed Session.

**ADJOURN**

It was moved by Bob Hatch and seconded by Rob Buchanan to adjourn the meeting at 6:31 p.m.

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Bob Bush, Board Secretary

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Robert Hatch, Clerk, Board of Trustees



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Bob Bush, Superintendent

FROM: *WMO* Marysia Ochej  
Assistant Superintendent, Business Services

BOARD MEETING DATE: April 9, 2014

BOARD AGENDA ITEM: Surplus Items

BACKGROUND: In accordance with Education Code Sections 39520- 39530 and BP 3260; staff has inspected the equipment turned in and recommends that the following item be declared surplus and unusable property.

Item	Description	Fixed Asset #
Bus #10	1987 All American	20020246
Copier	Panasonic	2002090
Truck No. 39	1986 Chevy Flatbed (Grounds)	20020267
Truck No. 44	1992 GMC Truck (Grounds)	20020278
Truck No. 54	1985 Chevy Truck (Maintenance)	20020271
Engine	Sun Engine Analyzer	001773

RECOMMENDATION: Staff recommends to surplus items as stated above.

FUNDING: N/A

# LAKEVIEW JUNIOR HIGH SCHOOL

3700 Orcutt Road, Santa Maria, California 93455 • (805) 938-8600 FAX (805) 938-8649  
Alan Majewski, Principal • Gene Rickman, Jr., Vice Principal • [www.LakeviewJHS.net](http://www.LakeviewJHS.net)

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Date: March 18, 2014

Subj: Acceptance of gift to school

To: School Board, Orcutt Union School District  
Bob Bush, Superintendent

From: Alan Majewski, Principal, Lakeview Junior High School

This is our formal request that the School Board and district Superintendent accept the gift of four computers, four monitors, and four keyboards, donated to Lakeview Junior High School by Mark and Cherie Smith. Our school and our district has benefited from the positive involvement from the Smith Family for many years and this is just another example to their willingness to stay involved in schools, to spend extra hours at schools, and to find needs and address them. The estimated \$1,500.00 worth of computers and materials will be put to use immediately in our resource program. We again thank the Smith Family for their continued positive interaction with the schools in our district.





ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Ralph Dunlap Elementary School Date: 3/27/14

DONOR: Name: Dr. Alford & Mrs. Alford
Address: 4533 Kriss Dr. Santa Maria CA 93455
Phone No. 805-264-4500

GIFT: Item Donated or Cash Donation \$ 149.60
Designated for: Dunlap K Kids
General Description:
Model No.: Condition: [X] New [X] Used
Value (estimated):
Purpose of Gift: K-Kids pizza party, & K- Kids fund
Will gift be purchased through Business Services Office? [ ] Yes [X] No
Donor Conditions of Acceptance:

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

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

Acceptance Requested By (OUSD Staff Member): Carol J. Sutton
Acceptance Approved By (Administrator): Liz Herbstreith
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.)

April 2, 2014

To: Bob Bush, 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 donation to our school by the school's former Parent Teacher Fellowship (PTF) organization.

Like PTA and PTSA units in our school district (including Olga Reed's own PTSA), the Olga Reed PTF organized events and did fund-raising in support of its school. It took some time to settle the PTF's affairs, but Denise Davies of the PTF finally was able to dissolve the PTF's account and donate the remaining \$671.17 to Olga Reed. This donation has been earmarked to support class field trips. Here's thanking everyone who supported the Olga Reed PTF in years past – their contributions will make a difference for kids!

Communication to Mrs. Davies can be directed as follows:

Denise Davies  
Representative of Olga Reed PTF  
P.O. Box 24  
Los Alamos, CA 93440

Thank you.

April 3, 2014

To: Bob Bush, 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 wonderful donation to our school from the Santa Barbara International Film Festival (SBIFF). On February 6, fifth- and sixth-grade students from Olga Reed participated in SBIFF's annual "Field Trip to the Movies," which this year included an Arlington Theater showing of the movie Frozen and a presentation by movie co-director Jennifer Lee. Because Olga Reed is a Title I school, our friends at SBIFF generously agreed to reimburse our school for bus transportation to and from Santa Barbara for this event. This reimbursement amounted to a gift of \$370.30 to the school. Needless to say, this was a wonderful opportunity for our students!

Communication to the Santa Barbara International Film Festival can be directed as follows:

Santa Barbara International Film Festival  
Attn.: Mike Takeuchi  
1528 Chapala Street, Suite 203  
Santa Barbara, CA 93101

Thank you.



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Bob Bush, Superintendent

FROM: *MO* Marysia Ochej  
Assistant Superintendent, Business Services

BOARD MEETING DATE: April 9, 2014

BOARD AGENDA ITEM: Ralph Dunlap and Patterson Road Stages

BACKGROUND: For some years now we have been slowly replacing stages at the sites. As per our master plan the stages at Ralph Dunlap and Patterson Road still need to be replaced. Attempting to be consistent in our equipment we looked to replace with the same type of stage purchased for Alice Shaw and Joe Nightingale. We did our due diligence in making an effort to get (3) quotes, however this particular product was no longer being carried by two vendors that previously provided quotes. A positive note is that that the last time we purchased this stage for Alice Shaw in 2011, the cost was \$23,240.96 making the increase in cost only \$351.64.

Vendor	Model	Quote Amount
Sierra School Equipment	SICO 1812-624B	\$23,592.60
SICO	SICO 1812-624B	\$28,807.40
Culver Newlin	Referred us to Sierra School	\$0
Worthington Direct	No longer carry product	\$0
School Specialty	No longer carry product	\$0

RECOMMENDATION: Staff recommends approval of the Sierra School Equipment proposal in the amount of \$23,592.60 per stage for a total amount of \$47,185.20, tax and shipping included.

FUNDING: General Fund



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Bob Bush, Superintendent

FROM: *MO* Marysia Ochej  
Assistant Superintendent, Business Services

BOARD MEETING DATE: April 9, 2014

BOARD AGENDA ITEM: National School Nutrition Conference

BACKGROUND: In accordance with BP 3350 all out-of-state travel for which reimbursement will be claimed must be approved in advance by the Board.

Janette Wesch has requested authorization to attend the National School Nutrition Association Conference from July 13 to 16, 2014, in Boston, MA.

ANC Boston will feature special Hot Topic sessions led by USDA on the new breakfast guidelines, sodium targets, new meal pattern updates, competitive foods guidelines, professional standards and much more.

Due to the many upcoming confusing federal changes and more expected over the next 2 years, I feel it would be beneficial for Janette to attend this conference to allow her to gather information and voice concerns regarding the new regulations. These regulations have impacted our participation, and caused much unnecessary waste which will eventually hurt our fiscal budget. In the past Janette attended this conference when it was on the West Coast, however with all the changes that are so current, it would be good for her to attend out of sequence this year.

Estimated costs for this conference are as follows:

Registration	Hotel	Flight	Total
\$425	\$1,000	\$550	\$1,975

RECOMMENDATION: Staff recommends that the Board authorize travel to the NAC Conference.

FUNDING: Fund 13 Child Nutrition



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Bob Bush, Superintendent

FROM: *MSO* Marysia Ochej  
Assistant Superintendent, Business Services

BOARD MEETING DATE: April 9, 2014

BOARD AGENDA ITEM: School Bus Purchase Authorization

**BACKGROUND:** As discussed previously with the Board of Trustees, the buses in our fleet have high mileage and issues with particulate filters as currently required by law. Due to the age of our fleet it is not cost effective to install filters and in some cases filters are not available. Due to these circumstances, I anticipate surplus one bus this year and an additional three buses next year. Money has been budgeted this year in anticipation of purchasing a bus. Next year we will put money in the budget for another bus. We will also be applying for a grant from the Santa Barbara Air Pollution District which would provide for a new bus with a \$25,000 cost to the district should we be awarded the grant.

Staff reviewed and tested a couple of different buses. The 2015 Blue Bird All American bus was preferred over the Thompson bus. This bus is equipped with seatbelts and seats 78 passengers. We were able to acquire a Piggyback bid #01/12 with A-Z Bus Sales Inc. and Waterford Unified School District, with an expiration date of December 31, 2014. The purchase price of the new bus is \$156,465.77 with tax included.

**RECOMMENDATION:** Staff recommends the purchase of the 2015 Bluebird All American Bus for \$156,465.77 as stated above.

**FUNDING:** General Fund



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Bob Bush, Superintendent

**FROM:** *MNO* Marysia Ochej  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** April 9, 2014

**BOARD AGENDA ITEM:** Ruckus Wireless Piggyback Bid Purchase

**BACKGROUND:** Wireless Internet access was introduced in the District in 2000. By 2006, wireless access was available for teacher laptops. Up to now, we have been using access points developed for home users, which only support 10 users per device. We are in great need of a much more robust wireless solution that will allow us to accommodate multiple users with multiple devices.

We are also deploying mobile laptop labs where devices need to connect to the Internet in various places around the school where the technology is brought into the classroom. This solution will allow users to freely roam around the schools and the District Office while remaining connected to the Internet. And most importantly, this solution will provide us with a very secure wireless network that uses encryption and authentication.

During the 2012-2013 school year, we installed two robust access points in elementary schools. In addition, this year we tested two wireless solutions at OAHS. Ruckus, by far, was the best solution for our needs. Staff recommends the purchase of the Ruckus wireless system which will allow us to deploy 100 access points around the local district. Next year, plans will be made to bring a robust wireless solution to our Casmalia and Los Alamos campuses.

The Ruckus Wireless configuration including one year support and license upgrades will cost \$66,879.40 per quote dated 4/1/2014. This price is based off of a PEPPM Piggyback contract # 525839 between Kern County and Ruckus Wireless, using Trace 3 as an approved reseller. Expiration date for the contract is December 31, 2014.


**RECOMMENDATION:** Staff recommends approval of the Ruckus Wireless quote and Piggyback bid contract #525839 of \$66,879.40 including tax and shipping as stated above.

**FUNDING:** General Fund



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Bob Bush, Superintendent

**FROM:**  Marysia Ochej  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** April 9, 2014

**BOARD AGENDA ITEM:** Preventative Maintenance Contract for Sealing and Striping

**BACKGROUND:** Maintenance of paved parking and hardcourts requires regular preventative maintenance which includes sealing and restriping. This adds to the life span of our paved surfaces. This summer we intend to seal and stripe the following:

- Lakeview Jr. High - gym parking lot and the admin front parking lot
- Orcutt Jr. High - main parking lot
- Joe Nightingale - main parking lot and northeast hardcourt
- Patterson Road - east kitchen parking lot
- Orcutt Academy High School - front and side parking lots

Five companies were contacted and four responded. Each company quoted separately for each site. Toste Paving came in the lowest for all the sites for a total of \$34,425. I have attached Scott Stearns listing of quotes if you are interested in seeing the variances.

**RECOMMENDATION:** Staff recommends the contract be awarded to Toste Paving in the amount of \$34,425.

**FUNDING:** Fund 14



**Preventative Maintenance Quotes for Sealing and Striping**

<b>Company</b>	<b>LKV JH</b>	<b>OJHS</b>	<b>JN</b>	<b>PR</b>	<b>OAHS</b>	<b>Totals</b>
Ramsey Asphalt	\$14,571	\$10,620	\$12,783	\$2,345	\$11,210	
Arnolds Asphalt	\$10,950	\$9,950	\$11,950	\$4,850	\$9,950	
Western Asphalt (WOSS)	\$12,789	\$9,423	\$15,407	\$2,222	\$10,814	
<b>Toste Paving</b>	<b>\$8,700</b>	<b>\$6,380</b>	<b>\$10,195</b>	<b>\$2,190</b>	<b>\$6,960</b>	<b>\$34,425</b>

04/02/14

# Orcutt Union School District

## 2013/2014 Resolution No.8 Classified School Employees Week 2014

**Whereas**, the education of youth is essential to the future of our community, state, country and world; and

**Whereas**, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

**Whereas**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

**Whereas**, our community depends upon and trusts classified employees to serve students; and

**Whereas**, classified employees, with their diverse talents and true dedication, nurture students throughout their school years

**Now Therefore, Be It Resolved**, that the Orcutt Union School District Board of Trustees and Administrators proclaims May 18-24, 2014 to be Classified School Employees Appreciation Week.

**Be it Further Resolved** that the Orcutt Union School District Board of Trustees strongly urges employees, parents and community members to join in this observance, recognizing the dedication and hard work of our classified employees.

Adopted this 9<sup>th</sup> day of April 2014.

Ayes:

\_\_\_\_\_  
President

Noes:

\_\_\_\_\_  
Clerk

Absent:

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

# Orcutt Union School District

2013/2014 Resolution No.9

Day of the Teacher

May 14, 2014

**Whereas**, quality education represents society's greatest and most lasting gift to new generations; and

**Whereas**, the future of our district depends largely on the work of dedicated and professional teachers; and

**Whereas**, teachers have the important task of helping today's students become tomorrow's leaders; and

**Whereas**, along with academics and instruction, teachers provide students with valuable guidance, support and encouragement; and

**Whereas**, it is appropriate that all Orcutt District recognize and appreciate the many contributions teachers make to the Orcutt Union School District.

**Now Therefore, Be It Resolved**, we the Board of Trustees and Administrators of the Orcutt Union School District, proclaim May 14, 2014, as "Day of the Teacher" in Orcutt, California, and urge all Orcutt citizens to participate in an observance that expresses their appreciation of our dedicated teaching staff.

**Passed And Adopted** by the Board of Trustees of the Orcutt Union School District, County of Santa Barbara, State of California, at a regular meeting, the 9<sup>th</sup> day of April, 2014.

Ayes:

\_\_\_\_\_  
President

Noes:

\_\_\_\_\_  
Clerk

Absent:

\_\_\_\_\_  
Member


\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



## HUMAN RESOURCES MEMORANDUM

TO: Robert Bush

FROM: Don Nicholson 

DATE: April 9, 2014

RE: 2014/2015 Interdistrict Attendance Agreement with Solvang Elementary School

BACKGROUND: Solvang Elementary School has requested approval of an Interdistrict Attendance Agreement for 2014/2015 between Orcutt Union School District and Solvang Elementary School

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Interdistrict Attendance Agreement for 2014/2015

# Solvang Elementary School

**TRUSTEES:**  
*Peter Aichinger*  
*Ken Dellinger*  
*David Gay*  
*Echo Molina*  
*Heather Scheck*

565 Atterdag Road  
Solvang, California 93463  
Telephone (805) 688-4810  
FAX (805) 688-6410

**SUPERINTENDENT/  
PRINCIPAL**  
*Dr. John Karbula*  
**ASSISTANT  
SUPERINTENDENT**  
*Pat Merritt*

## **Interdistrict Attendance Agreement 2014-15**

1. **Parties.** The parties to this interdistrict attendance agreement (hereinafter referred to as the Agreement) are the Governing Boards of Solvang Elementary School District and Orcutt Union School District.
2. **Duties.** This reciprocal agreement constitutes a written recital of practices between the districts as they have been historically carried out in the absence of a written agreement. In consideration of the mutual promises contained in this Agreement, the parties agree as follows:
  - a. The District of Attendance shall accept applications for interdistrict transfer permits, insofar as facilities and budget permit and in accordance with Board of Education policy, from pupils who are residents of the District of Residence and eligible to attend the elementary schools of the District of Residence.
  - b. Approval of an interdistrict transfer permit by the District of Residence does not guarantee approval by the District of Attendance. All permits received by the District of Attendance will be approved or denied pursuant to its board policies.
  - c. Any interdistrict transfer permit approved by the District of Attendance may be revoked pursuant to the specific interdistrict attendance policies in place at that District.
  - d. Interdistrict transfer permits are valid only for the school year that they are issued. Approval of an interdistrict transfer permit does not create a continued right of enrollment at the District of Attendance. Pupils from the District of Residence seeking to enroll at the District of Attendance over multiple school years shall reapply for an interdistrict transfer permit every school year.
  - e. The District of Attendance shall furnish the pupils who are residents of the District of Residence and attending schools in the District of Attendance the same advantages, equipment, supplies, and services as are furnished to other pupils in attendance in its schools, excluding transportation to and from the schools.
3. **Stipulations.**

Stipulations are pursuant to Board Policy and Administrative Regulation 5117, Interdistrict Attendance.
4. **Term.** This agreement is effective only for the period July 1, 2014, through June 30, 2015

**IN WITNESS WHEREOF** the parties to this agreement have caused the agreement to be signed on their behalf by the president and secretary of their respective governing boards.

GOVERNING BOARD OF SOLVANG ELEMENTARY SCHOOL DISTRICT

By: Dr. M. Schreck  
President

Date: 3/11/14

By: David Gay  
Secretary

Date: 3/11/14

GOVERNING BOARD OF ORCUTT UNION SCHOOL DISTRICT

By: \_\_\_\_\_  
President

Date: \_\_\_\_\_


By: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_



## HUMAN RESOURCES MEMORANDUM

TO: Bob Bush  
District Superintendent

FROM: Don Nicholson   
Assistant Superintendent of Human Resources

DATE: April 9, 2014

RE: 2014-15 School Calendar

BACKGROUND: Each year the Calendar Committee develops a District school calendar for approval by the Board of Trustees.

RECOMMENDATION: The Calendar Committee recommends the attached 2014-15 Elementary (K-8) and Junior High school calendars be considered for approval.

FUNDING: N/A





Pending Board  
Approval  
04/09/2014

# ORCUTT UNION SCHOOL DISTRICT JUNIOR HIGH SCHOOLS 2014/2015 SCHOOL CALENDAR

Student Days  
Reporting Periods

M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F		
									Aug 1										15 +		
18 ▲	19 ▲	20 ▼	21	22	25	26	27	28	29	Sep 1 ■	2	3	4	5	8	9	10	11	12	17	1
15	16	17	18	19	22	23	24	25 ▼	26 ▼			Oct 1	2	3	6	7	8	9	10	20	2
13 ◆	14	15	16	17	20	21	22	23	24 ▼	27	28	29	30	31	Nov 3	4	5	6	7	19	3
10 ◆	11 ■	12	13	14	17	18	19	20	21	24	25	26 ●	27 ■	28 ●	Dec 1	2	3	4 ▼	5 ▼	15	4
8	9	10	11	12	15	16	17	18	19	22 ●	23 ●	24 ■	25 ●	26 ●	29 ●	30 ●	31 ■	Jan 1 ●	2 ●	10	5
5 ●	6 ●	7 ●	8 ●	9 ●	12	13	14	15	16	19 ■	20	21	22	23 ▼	26	27	28	29	30	14	6
Feb 2	3	4	5	6	9 ■	10	11	12	13	16 ■	17	18	19	20	23	24	25	26	27 ▼	18	7
Mar 2	3	4	5	6	9 ◆	10	11	12	13	16	17	18	19	20	23	24	25	26	27 ▼	19	8
30	31	Apr 1	2	3 ■	6 ●	7 ●	8 ●	9 ●	10 ●	13	14	15	16	17	20	21	22	23	24	14	9
27	28	29	30	May 1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	20	10
25 ■	26	27	28	29	Jun 1	2	3	4	5	8	9	10	11 ▼	12 ▼	(180 Student Days)					14	11

- ▲ Pre-service Day (returning teachers).....185
- + In-service Day (new teachers) .....186
- Legal Holiday (no school)
- No School - Board Holiday
- ▼ Shortened Day or Minimum Day / In-service
- ◆ Staff Development Day

**LATE STARTS FOR JR. HIGH**  
**1<sup>ST</sup>, 3<sup>RD</sup> & 5<sup>TH</sup> Wednesday EACH MONTH**

**JR HIGH SCHOOL SCHEDULE**

August 15.....New Teachers Begin  
August 18 .....All Staff Meeting - Convocation  
August 19 .....Teacher Work Day

**AUGUST 19.....WOW.....FIRST DAY OF CLASSES 7<sup>th</sup> GR. ONLY**  
Shortened Day / 7<sup>th</sup> Grade Classes  
**AUGUST 20.....FIRST DAY OF CLASSES 8<sup>th</sup> Graders**  
Shortened Day / 7<sup>th</sup> & 8<sup>th</sup> Grades

September 1.....Labor Day  
September 25.....Shortened Day / Mid Quarter Conferences  
September 26.....Minimum Day.....PC  
October 13.....Staff Development Day  
October 24..... Minimum Day / End of First Quarter.....Grade Prep  
November 10.....Staff Development Day  
November 11.....Veteran's Day  
November 26 to November 28.....Thanksgiving Holiday  
December 4..... Shortened Day / Mid Quarter Conferences  
December 5.....Minimum Day..... PC  
December 22 to January 9..... Winter Recess  
January 19.....Martin Luther King Day  
January 23.....Minimum Day / End of Second Quarter ...Grade Prep  
February 9 .....Lincoln's Birthday  
February 16.....Presidents' Day  
February 26.....Mid Quarter Conferences (full-day)  
February 27.....Minimum Day.....PC  
March 9.....Staff Development Day  
March 27..... Minimum Day / End of Third Quarter.....Grade Prep  
April 3 to April 10.....Spring Break  
May 25.....Memorial Day  
June 11.....Minimum Day / Last Day of School / 7<sup>th</sup> Grade Students  
Minimum Day / Graduation Practice / 8<sup>th</sup> Grade Students  
June 12.....Minimum Day / Last Day of School / 8<sup>th</sup> Grade Graduation



## HUMAN RESOURCES MEMORANDUM

**TO:** Board of Trustees

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

**BOARD MEETING DATE:** April 9, 2014

**BOARD AGENDA ITEM:** Classified Lay-offs as a Result of Lack of Work and/or Lack of Funds – Resolution 2013/2014 No. 7

**BACKGROUND:** The 2014/2015 school year will result in a reduction in personnel for lack of work and/or funding. The following positions shall be reduced or laid off:

One (1) part-time Bus Attendant  
Seven (7) part-time PE Instructional Assistants

Employees who are laid off will have, as per Education Code, 39-month rehire rights.

**RECOMMENDATION:** It is recommended that the Board of Trustees adopt Resolution 2013/2014 No. 7, a reduction in classified positions for lack of work and/or lack of funds effective June 13, 2014.

**ORCUTT UNION SCHOOL DISTRICT  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA  
RESOLUTION FOR CLASSIFIED LAY-OFF**

**2013/2014 RESOLUTION NO. 7**

WHEREAS, it is necessary to eliminate or reduce certain positions and services being provided to the Orcutt Union School District in order to maintain a balanced budget and sufficient reserves to secure the fiscal integrity of the District; and,

WHEREAS, the reduction or elimination of services will result in the layoff of classified personnel;

NOW, THEREFORE, BE IT RESOLVED that the District eliminate or reduce services due to the lack of funding and/or lack of work as set forth in Exhibit A attached hereto and incorporated herein by this reference.

BE IT FURTHER RESOLVED that the Superintendent or designee notify the appropriate employees that the employees' services will no longer be needed because of this elimination or reduction of services, and they are, therefore, terminated at the end of the school year or sixty days after such notice whichever is later;

BE IT ALSO RESOLVED that the Notice of Layoff be given in accordance with the appropriate provisions of the California Education Code and any agreement between the District and classified employees union.

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

DATED: April 9, 2014

BOARD OF TRUSTEES  
ORCUTT UNION SCHOOL DISTRICT

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Dr. James Peterson, Board President

ORCUTT UNION SCHOOL DISTRICT  
EXHIBIT A TO 2013/2014 RESOLUTION NO. 7

<u>SERVICES OR PROGRAMS TO BE ELIMINATED OR REDUCED</u>	POSITIONS FTE
Eliminate (1) part-time Bus Attendant	.156
Eliminate (7) part-time PE Instructional Assistants	2.063
Total	2.219

# Quarterly Report

on

## Williams/Valenzuela Uniform Complaints

[Education Code § 35186]

2014

District: Orcutt Union School District

Name of person completing this form: Alice Salazar

Title of person completing this form: Administrative Assistant

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

April 9, 2014

Quarterly report submission date (check one):

April (Jan.—March)

July (April—June)

October (July—Sept.)

January (Oct.—Dec.)

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

\_\_\_\_\_  
Signature of district superintendent

\_\_\_\_\_  
Date

# Board Report

## District 16 -- Orcutt Union

### Fund 01 -- General Fund

As of 3/31/2014

	Beginning Bal/ WrkBudget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Encumbrances	Ending Bal/ Remaining Bal
9110 -- Cash in County Treasury	3,193,399.72	(2,929,101.78)	(831,531.21)	0.00	2,361,868.51
9130 -- Revolving Cash/Fiscal Agent	18,454.02	0.00	0.00	0.00	18,454.02
9200 -- Accounts Receivable	3,796,195.62	0.00	(3,796,195.62)	0.00	0.00
9310 -- Due from Other Funds	102,272.14	0.00	(102,272.14)	0.00	0.00
9320 -- Stores	13,927.06	0.00	0.00	0.00	13,927.06
9330 -- Prepaid Expenditures (Expenses)	24,134.40	0.00	(24,134.40)	0.00	0.00
<b>Total Assets</b>	<b>7,148,382.96</b>	<b>(2,929,101.78)</b>	<b>(4,754,133.37)</b>	<b>0.00</b>	<b>2,394,249.59</b>
9500 -- Accounts Payable (Current Liabilities)	757,950.27	1,162.78	(753,229.63)	0.00	4,720.64
9610 -- Due to Other Funds	261,264.68	0.00	(261,264.68)	0.00	0.00
9650 -- Deferred Revenue	683.80	0.00	(683.80)	0.00	0.00
<b>Total Liabilities</b>	<b>1,019,898.75</b>	<b>1,162.78</b>	<b>(1,015,178.11)</b>	<b>0.00</b>	<b>4,720.64</b>
<b>Fund Balance (Beginning Balance/Actual)</b>	<b>6,128,484.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,389,528.95</b>
9791 -- Net Beginning Balance	6,128,484.21	0.00	6,128,484.21	0.00	6,128,484.21
8010 -- Revenue Limit Sources	27,634,381.00	(270,758.00)	16,262,731.15	0.00	11,371,649.85
8100 -- Federal Revenue	1,245,471.01	90,893.00	317,229.49	0.00	928,241.52
8300 -- Other State Revenues	3,762,806.34	673,606.25	2,042,360.81	0.00	1,720,445.53
8600 -- Other Local Revenue	1,534,921.74	175,833.35	1,096,252.62	0.00	438,669.12
8910 -- Other Financing Sources	18,000.00	1,375.20	7,205.16	0.00	10,794.84
8980 -- Contributions	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>34,195,580.09</b>	<b>670,949.80</b>	<b>19,725,779.23</b>	<b>0.00</b>	<b>14,469,800.86</b>
1000 -- Certificated Personnel Salaries	18,130,528.17	1,639,864.78	12,381,132.76	0.00	5,749,395.41
2000 -- Classified Personnel Salaries	5,478,794.72	453,335.25	3,928,749.36	0.00	1,550,045.36
3000 -- Employee Benefits	6,654,144.18	622,945.94	4,532,264.38	0.00	2,121,879.80
4000 -- Books and Supplies	2,476,337.87	94,022.36	809,028.54	291,141.14	1,376,168.19
5000 -- Services and Other Operating Expenditures	2,931,054.31	791,046.03	1,451,650.45	834,410.97	644,992.89
6000 -- Capital Outlay	713,400.00	0.00	361,909.00	42,911.55	308,579.45
7000 -- Other Outgo & Transfers Out	786,898.05	0.00	0.00	0.00	786,898.05
<b>Total Expenditures</b>	<b>37,171,157.30</b>	<b>3,601,214.36</b>	<b>23,464,734.49</b>	<b>1,168,463.66</b>	<b>12,537,959.15</b>
<b>Fund Balance (Budget/Actual)</b>	<b>3,152,907.00</b>	<b>0.00</b>	<b>2,389,528.95</b>	<b>0.00</b>	<b>0.00</b>

Selection Criteria: District = 16; Fund = 01,09 Filtered By: None