

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

**CALL TO ORDER** 6:45 P.M.

A. Pledge of Allegiance

**CLOSED SESSION PUBLIC COMMENTS**

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

**ADJOURN TO CLOSED SESSION**

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

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

**RECONVENE TO PUBLIC SESSION** 7:15 P.M.

B. Public Report on Action Taken in Closed Session

C. Adoption of April 13, 2016 Agenda

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

**PUBLIC COMMENT ANNOUNCEMENT**

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

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

D. Superintendent's Report

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

1. OCAF Report
2. Lakeview Jr. High

E. Public Comment

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

F. Written Communication

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

**CONSENT AGENDA ITEMS**

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

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting March 9, 2016
- E. Minutes, Special Meeting March 8, 2016
- F. Minutes, Special Meeting March 30, 2016
- G. Surplus Items
- H. Williams/Valenzuela Uniform Complaints Quarterly Report
- I. Certification of Coaches 2015/2016

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

Pine Grove School received the children's book La Mariposa by Francisco Jimenez from Santa Maria Rotary South in the name of Ariela Gottchalk.

Ralph Dunlap received the children's book La Mariposa by Francisco Jimenez from Santa Maria Rotary South.

It is recommended that the Board of Trustees accept these gifts and request that a letter of acknowledgment and appreciation be forwarded to Santa Maria Rotary South.

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

2. Alice Shaw Student Trip to Reagan Library, April 19<sup>th</sup> & May 3, 2015

Staff requests that the Board of Trustees approve the April 19<sup>th</sup> and May 3, 2016 trips to the Reagan Library.

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

3. Orcutt Jr. High School Journalism and Leadership Class Trip to YES Conference

Staff requests that the Board of Trustees approve the April 15-16, 2016 trip to attend the YES Conference at the Disneyland Resort in Anaheim, CA.

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

4. Amendments to the Santa Barbara County Special Education Local Plan Area (SBCSELPA)

It is recommended that the Board of Trustees approve the amendments to the Santa Barbara County Special Education Local Plan as submitted.

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

**B. BUSINESS**

1. Board Policy 5030, Student Wellness

Staff recommends that the Board of Trustees adopt Board Policy 5030, Student Wellness for first reading and that it is placed on the next Consent Agenda for second reading.

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

**C. EDUCATIONAL SERVICES**

1. Board Policy 5117, Interdistrict Attendance

Staff recommends that the Board of Trustees adopt Board Policy 5117, Interdistrict Attendance for first reading and that it is placed on the next Consent Agenda for second reading.

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

2. Board Policy 6142.92, Mathematics Instruction

Staff recommends that the Board of Trustees adopt Board Policy 6142.92, Mathematics Instruction for first reading and that it is placed on the next Consent Agenda for second reading.

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

3. Board Policy 6146.1, High School Graduation Requirements

Staff recommends that the Board of Trustees adopt Board Policy 6146.1, High School Graduation Requirements for first reading and that it is placed on the next Consent Agenda for second reading.

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

4. Board Policy 6173, Education for Homeless Children

Staff recommends that the Board of Trustees adopt Board Policy 6173, Education for Homeless Children for first reading and that it is placed on the next Consent Agenda for second reading.

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

5. Board Policy 6179, Supplemental Instruction

Staff recommends that the Board of Trustees adopt Board Policy 6179, Supplemental Instruction for first reading and that it is placed on the next Consent Agenda for second reading.

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

D. HUMAN RESOURCES

1. Interdistrict Attendance Agreement with Los Olivos School District

It is recommended that the Board of Trustees approve the Interdistrict Attendance Agreement between Los Olivos School District and the Orcutt Union School District, as presented.

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

2. 2015/2016, Resolution 11, Classified Layoffs

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 11, Classified Layoffs as submitted.

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

3. 2015/2016 Resolution 12, Classified Employees Week

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 12, Classified Employees' Week as submitted.

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

4. 2015/2016 Resolution 13, Day of the Teacher

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 13, Day of the Teacher as submitted.

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

5. 2015/2016 Resolution 14, Declaration of Need

Staff recommends that the Board of Trustees adopt 2015/2016 Resolution No. 14, Declaration of Need for Fully Qualified Educators.

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, May 11 2016, beginning with Public Session at 6:45 p.m. in the Instructional Media Center, 500 Dyer Street Building H, Orcutt, CA. Closed Session to follow. A special Curriculum Board Meeting will be held on Wednesday, April 20, 2016 beginning with Public Session at 6:00 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**ADJOURN**

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

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

Classified Personnel Action Report  
 April 13, 2016

TO: Deborah Blow, Ed.D. 

SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Beltran Raymond	IS	Utility Worker			\$150/mo	06/0/16	Longevity – 15 years
Bluem Ashley	Ralph Dunlap	Inst Assistant	8/2	3.50	\$13.29/hr	04/08/16	Permanent/Probationary
Lacourse, Tami	Transportation	Bus Driver			\$125/mo	06/01/16	Longevity – 10 years
Menezes Joanna	Campus Connection	Child Care Assistant			\$125/mo	07/01/16	Longevity – 10 years
Rowley Paula	Olga Reed	Office Manager				06/30/16	Retirement – Request Participation in Early Retiree Incentive Program
Somers Erica	Joe Nightingale	Inst Assistant I				03/18/6	Resignation
Stanely, Meghann	Orcutt Jr. High	Inst Assistant I			\$125/mo	05/01/16	Longevity – 10 years
Stites Jennette	Alice Shaw	Inst Assistant I				04/01/16	Resignation
Uvalle Nicola	Joe Nightingale	Inst Assistant II				08/01/16	Retirement – Request Participation in Early Retiree Incentive Program
Walker Becky	Child Nutrition	Child Nutrition Worker				03/15/16	Resignation

# ORCUTT UNION SCHOOL DISTRICT

## Certificated Personnel Action Report

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

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

**DATE:** Board Meeting of April 13, 2016

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

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Alberry, Benjamin	Unknown	I-1	\$41,896	2016-17	Prob 1
Austin, Nancy	District	Hourly	\$25	2/16-2/26/16	NWEA, 42.75 hrs
Blanchard, Kimberly	Nightingale	Hourly	\$25	2/7/16	ELD Meeting, 2.5 hrs
Brickey, Patrick	Lakeview	Extra Duty	\$40/hr	2/2-2/23/16	Homework Club, 5 hrs
Brown, Carol	Dunlap	V-20	\$82,988*	6/11/16	Retirement
Buchanan, Sally	District	Hourly	\$25	2/1-2/29/16	NWEA, 109.25 hrs
Cabrera, Kristen	Patterson	Hourly	\$40	1/12-2/24/16	PLC and Planning, Long Term Sub Assignment, 41.25 hrs
Camacho, Diane	Nightingale	Hourly	\$25	2/17/16	ELD Meeting, 3 hrs
			\$30	2/1-2/29/16	Home & Hospital, 19.5 hrs
Campbell, Mark	Dunlap	V-20	\$82,988	6/30/16	Retirement
Chvala, Nancy	District	Hourly	\$25	2/1-2/23/16	NWEA, 69.5 hrs
Cleveland, Paul	Lakeview	Extra Duty	\$40/hr	2/29/16	SysOp, 5 hrs
Cole, Cristy	Olga Reed	Hourly	\$40	2/1-2/29/16	Planning, Long Term Sub Assignment, 17 hrs
Collison, Deirdre	Shaw	Stipend	\$300*	2015-16	Teacher in Charge, 25%
Cordero, Linda	Olga Reed	Daily	\$300	2/1-2/29/16	Sub Administrator, 5 days
Cutler, Elizabeth	Lakeview	Extra Duty	\$40/hr	2/3-2/24/16	SEO, 2 hrs
				2/25/16	Worked Prep, 1 hr
Dacus, Cody	District	Hourly	\$25	2/3-2/22/16	NWEA, 38.5 hrs

\*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Danielson, Lisa	Dunlap	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 1.5 hrs
Dean, Michaela	Unknown	I-1	\$41,896	2016-17	Prob 1
DelCarmen, Maria	Lakeview	Extra Duty	\$40/hr \$50/ea	2/3/16 2/24-2/29/16	HS Articulation, 4.25 hrs Basketball Supervisor, 2 games
Dollahite, Ashley	District	Hourly	\$25	2/16-2/29/16	NWEA, 50.5 hrs
Ederer, Sherri	Pine Grove	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 1.25 hrs
Francisco, Mary	Dunlap	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 2 hrs
Frider, Kathleen	Orcutt	V-3	\$52,891	6/10/16	Resignation
Garza, Linda	District	Daily	\$300	2/16-2/26/16 3/10-3/11/16	Administrator Mentor, 1 day Sub Administrator, 2 days
Golden, Jennifer	Patterson	Hourly	\$25	2/1-2/25/16 2/17/16	ELD, 5.5 hrs ELD Meeting, 3 hrs
Hamilton, Jeff	Shaw	VI-5	\$59,184	2016-17	Salary Adjustment for MA/Yrs
Harlow, Kayla	Dunlap	Extra Duty	\$40/hr	3/14/16	ELD Adoption, 2 hrs
Hart, Debra	Olga Reed	Extra Duty	\$50/ea	2/1-2/16/16	Basketball Supervisor, 4 games
Hascall, Brenda	District	Stipend	\$1,047	2015-16	JH Band Director
Hughes, Michelle	District	Hourly	\$25	2/1-2/3/16 2/23/16	NWEA, 17 hrs CELDT, 2/5 hrs
Jackson, Kacie	Orcutt	Extra Duty	\$40/hr	2/29/16	SysOp, 2.5 hrs
Johnson, Jasmine	Orcutt	Extra Duty	\$40/hr	2/3-2/24/16	Intervention, 8 hrs
Jones, Kari	District	Hourly	\$25	2/17/16 3/3/16	ELD, 6 hrs ELD Workshop, 6 hrs
King, Connie	Shaw	Extra Duty	\$40/hr	3/16/16	ELA Adoption, 2 hrs
Kirby, Jeff	Orcutt	Extra Duty	\$40/hr	1/11-1/26/16	Math Articulation, 4 hrs
Laflin, Debra	Olga Reed	Extra Duty	\$50/ea	2/1-2/16/16	Basketball Supervisor, 4 games
Langley, Cassidy	Pine Grove	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 1.25 hrs
Lewis, Carla	Shaw	V-18	\$80,476	6/11/2016	Request Early Retirement
Longest, Tammi	Shaw	Hourly	\$25	2/17/16	ELD Meeting, 5.75 hrs
Manfredi, Patricia	Lakeview	Extra Duty	\$50/ea	2/10-2/22/16	Basketball Supervisor, 2 games
McCutcheon, Courtney	Orcutt	Hourly	\$25	2/17/16	ELD Meeting, 2.5 hrs
McGray, Cheryl	Olga Reed	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 1.75 hrs
Orozco, Xiaoyan	Lakeview	Extra Duty	\$40/hr	2/1-2/29/16	Translator, ELD, 4 hrs
Padilla, Valerie	Unknown	I-1	\$41,896	2016-17	Prob 1
Papworth, Lara	Patterson	Hourly	\$25	2/3/16	Enrichment, 1 hr

\*To be prorated



<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Partida, Kristi	Lakeview	Stipend Extra Duty	\$1,232* \$40/hr \$50/ea	8/15-2/1/16 2/2-2/11/16 2/10/16	ASB Stipend, split Intervention, 4 hrs Basketball Supervisor, 1 game
Reno, Rebecca	Pine Grove	Hourly	\$25	2/17/16	ELD Meeting, 2.5 hrs
Rianda, Terry	District	Extra Duty	\$40/hr	2/1-2/26/16	Home & Hospital, 27 hrs
Richards, Aniko	Dunlap	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 2 hrs
Riede, Kirsten	Shaw	Extra Duty	\$40/hr	3/14/16	ELA Adoption, 1.5 hrs
Robles, Danielle	Lakeview	Extra Duty	\$50/ea	2/24-2/29/16	Basketball Supervisor, 2 games
Rohwedder, Audrey	Shaw	Stipend Extra Duty	\$1200* \$40/hr	2015-16 3/14/16	Teacher in Charge, 75% ELA Adoption, 2 hrs
Salinas, Ernie	Orcutt	Extra Duty	\$40/hr	2/29/16	SysOp, 5 hrs
Sanders, Greg	Lakeview	Extra Duty	\$40/hr	2/4-2/18/16 2/26/18	Homework Club, 2 hrs Worked Prep, 1 hr
Stevenson, Kathleen	District	Hourly	\$25	2/1-2/18/16	NWEA, 69.5 hrs
Streeper, Rodney	Lakeview	Extra Duty	\$40/hr	2/25-2/29/16	Worked Prep, 3 hrs
Taubenheim, Michael	Orcutt	Extra Duty	\$40/hr	2/25-2/29/16 2/22-2/26/16	Detention, 2 hrs Home & Hospital, 5 hrs
Tummolo, Launi	Lakeview	Extra Duty	\$40/hr	2/3-2/25/16 2/26/16	Homework Club, 5 hrs Worked Prep, 1 hr
Underwood, Nancy	Lakeview	Extra Duty	\$40/hr	2/25/16	Worked Prep, 1 hr
VanAllen, William	Lakeview	Extra Duty	\$40/hr	2/2-2/25/16	After School Detention, 8 hrs
Yamamoto, Alana	Unknown	IV-1	\$47,275	2016-17	Prob 1
Zucker, Anna	Orcutt	Extra Duty	\$40/hr	1/28-2/23/16	Detention, 10 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  
BOARD OF TRUSTEES  
REGULAR MEETING  
March 9, 2016**

**CALL TO ORDER**

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, March 9, 2016 beginning with Mrs. Phillips calling Public Session to order at 6:45 p.m. in the Olga Reed Gymnasium. The Pledge of Allegiance was led by Joe Dana. Members Present: Buchanan, Phillips, Peterson, Hatch and Zilli. Administrators Present: Blow, Con, Nicholson, Edds and Fell.

**CLOSED SESSION PUBLIC COMMENT**

Eduardo Ozeta, President of Santa Barbara City College SEIU Local 721 spoke on negotiations.

**ADJOURN TO CLOSED SESSION**

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to adjourn to Closed Session at 6:50 p.m. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 7:15 p.m. and Mrs. Phillips reported that no action was taken in Closed Session. It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the March 9, 2016 agenda as presented. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

**SUPERINTEDEENT'S REPORT**

Ali Bailey, OCAF Executive Director, reported that the final numbers were not in yet for the Gala but it appears that it was a very successful event and helped raise money for the district's music and band programs. The OCAF Board will be holding a Board Retreat later in the month. Arts Attack supplies and cabinets have been furnished to each of the elementary schools. During the Spring Break OCAF will be sponsoring a camp with a week of fun workshops introducing students to new and exciting ways to create art.

The Maintenance and Operations Departments presented a very humorous and informative look into what the OUSD Maintenance Department is responsible for on a day to day basis. Presenters were Scott Stearns, Brad Gitchell and Jaime Alfaro.

Joe Dana gave an update on the new Los Alamos Community Library.

Students from Olga Reed School shared their artwork as well as what they liked most about the new Arts Attack program.

**PUBLIC COMMENT**

Public comments were received from Jenny Brennan, Vicki Chartier, Deirdre Collison, Lisa Cooper, Cheri Craft, Elaine Furst, Curt Greeley, Roberta Hough, Beth Karamitsos, Tania Kim, Patty Manfredi, Janell Provost, Don Robertson, Monique Segura, Valerie Trenev and Nancy Underwood.

**CONSENT AGENDA ITEMS**

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting February 10, 2016
- E. Minutes, Special Meeting February 17, 2016
- F. Board Policy 3100, Budget for second reading
- G. Hiring of Coaches 2015/2016

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

## **ACTION AGENDA ITEMS**

### **Gifts**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to accept the gifts and requested that a letter of acceptance and appreciation be forwarded to Dr. Robert Barry and Christian Hernandez. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **School Services of California (SSC) Inc. Contract**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to authorize staff to enter into a contract with School Services of California, Inc. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Self-Insurance Program Employee (SIPE) JPA 2015/2016 Resolution No. 10**

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt 2015/2016 Resolution No. 10. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Youth Leagues Facility Use**

It was moved by Jan Zilli, seconded by Bob Hatch and carried to approve the facility use agreements with the Orcutt Youth Softball Association, Orcutt American Little League and Orcutt National Little League, as submitted. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Rick Engineering Company Proposal**

It was moved by Bob Hatch, seconded by Jim Peterson and carried to approve the proposal for Rick Engineering Company as presented. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **2015/2016 Second Interim Report**

Walter Con presented the Second Interim Report.

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

### **AB1200 Public Disclosure of Proposed Collective Bargaining Agreement**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve AB1200 Disclosure of Proposed Collective Bargaining Agreement as submitted. Ayes: Buchanan, Peterson, Phillips, and Zilli. Absent: Hatch

### **Ratification of Agreement with California School Employees' (CSEA) Association**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to ratify the negotiated agreement with the California School Employees' Association (CSEA) Chapter #255 and approve the corresponding pay schedule effective July 1, 2015. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Classified Substitute Salary Schedule**

It was moved by Jan Zilli, seconded by Bob Hatch and carried to approve the Classified Substitute Salary Schedule effective April 1, 2016. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Ratification of Agreement with Orcutt Union School District Confidential Employees**

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to ratify the agreement with the Orcutt Union School District Confidential Employees and approve the corresponding pay schedule effective July 1, 2015. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Ratification of Agreement with Orcutt Union School District Administrative and Management Employees**

It was moved by Jan Zilli, seconded by Bob Hatch and carried to ratify the agreement with the Orcutt Union School District Administrative and Management Employees and approve the corresponding pay schedules effective July 1, 2015. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

### **Approval of Compensation Increase for Contracted Employees**

It was moved by Bob Hatch, seconded by Jim Peterson and carried to grant a 3% salary increase effective July 1, 2015 and 2% in one-time compensation in 2015/2016 and in 2016/2017 in exchange for professional development and professional collaboration time to the Superintendent, Assistant Superintendent of Business, Assistant Superintendent of Educational Services, Assistant

Superintendent of Human Resources and Chief Technology Officer. Ayes: Buchanan, Peterson, Phillips, Hatch and Zilli.

**ITEMS FOR INFORMATION/DISCUSSION**

Dr. Blow reported that earlier in the day the Principal for a Day school visits and luncheon was held at the Santa Maria Elks. The Santa Maria High School Jazz Band performed.

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, April 13, 2016 with Closed Session beginning at 6:45 p.m. followed by Public session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**ADJOURN**

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to adjourn the meeting at 9:30 p.m.

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Deborah L. Blow, Ed.D. Board Secretary

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Rob Buchanan, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING  
March 8, 2016**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, March 8, 2016 beginning with Mrs. Phillips calling Public Session to order at 12:30 p.m. Members Present: Buchanan, Hatch, Peterson, Zilli and Phillips. Also present Administrators Superintendent Deborah Blow, Lana Thomas and Rhett Carter. Rob Buchanan led the Pledge of Allegiance It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt the March 8, 2016 Agenda, as submitted. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**ADJOURN TO CLOSED SESSION**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adjourn the meeting to Closed Session at 12:35 p.m. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 1:25 p.m.

**Decision in Student Disciplinary Hearing 15/16-1**

It was moved by Rob Buchanan, seconded by Jan Zilli and carried that the Board of Trustees expel Student 15/16-1 from all schools in the Orcutt Union School District until June 3, 2016. The Board suspended enforcement of the Expulsion Order. The Pupil may enroll in Independent Study. During the term of the suspended expulsion order, the Pupil will be on probationary status under the conditions set forth in the Rehabilitation Plan. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**ADJOURN**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn the meeting at 1:34 p.m.

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Deborah Blow, Board Secretary

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Rob Buchanan, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
March 30, 2016**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, March 30, 2016 beginning with Mrs. Phillips calling Public Session to order at 6:00 p.m. Rob Buchanan led the Pledge of Allegiance. Members Present: Hatch, Zilli, Buchanan Phillips and Peterson. Absent: None. Administrator Present: Blow, Edds, Con and Fell.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the March 30, 2016 agenda, as presented. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**ADJOURN TO CLOSES SESSION**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn to Closed Session at 6:05 p.m. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**RECONVENE AND ADJOURN**

The meeting reconvened to Public Session at 7:40 p.m. and Mrs. Phillips reported that no action was taken in Closed Session. It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adjourn the meeting at 7:42 p.m.

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Deborah Blow, Ed.D., Board Secretary

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Rob Buchanan, Clerk, Board of Trustees



## BUSINESS SERVICES MEMORANDUM

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

**FROM:** Walter Con  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** April 13, 2016

**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 items be declared surplus and unusable property.

<b>Item</b>	<b>Description</b>	<b>Tag #</b>
Vehicle #35	1988 Chevy ¾ ton, 95,030 miles Vin # 1GNEG25Z9J7134963	20020284
Vehicle #49	1985 Chevrolet one ton truck, 63,305 miles Vin #2GTHG31MOF4526853	20020287
Bus #4	1988 Bluebird bus, 240,800 miles Vin # 1BAHBCSA5WF076267	20020243
Vehicle #63	1988 Ford E-350 PE Motorhome, 115,400 miles Vin # 1FDKE37G5JHB83313	20020286

**RECOMMENDATION:** Staff recommends to surplus the items as stated above.

**FUNDING:** N/A



**Quarterly Report**  
 on  
**Williams/Valenzuela Uniform Complaints**  
 [Education Code § 35186]  
2016

District: Orcutt Union School District

Name of person completing this form: Alice Salazar

Title of person completing this form: Administrative Assistant

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

April 13, 2016

Quarterly report submission date (check one):

April (Jan.—March)

July (April—June)

October (July—Sept.)

January (Oct.—Dec.)

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

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

\_\_\_\_\_  
Date

# **ORCUTT UNION SCHOOL DISTRICT**

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

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

**DATE:** April 13, 2016

**RE:** **NOTIFICATION TO BOARD**  
**CERTIFICATION OF COACHES FOR 2015-16 SCHOOL YEAR**

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Article 5, Section 5594, of the California Administrative Code, requires that “the District Superintendent shall certify to the local Board of Trustees that the provisions in Section 5593 have been met” with respect to the selection of temporary athletic team coaches. Section 5594 also requires that “by April 1 of each year, local governing school boards shall certify to the State Board of Education that the provisions of Section 5593 have been met.” Section 5593 applies to any person serving at any grade level as a temporary athletic team coach.

All temporary coaches hired for the 2015-16 school year have been certified as meeting the provisions of Section 5593.

**Alice Shaw:**

Bob Severance                      Track

**Joe Nightingale:**

Christa Macdonald                      Track

**Olga Reed:**

Mike Luis                              Track  
Mike Luis                              Girls Basketball  
Mike Luis                              Boys Basketball

**Patterson Road:**

Jerome Jones                              Track

**Pine Grove:**

Don Robertson                              Track

**Ralph Dunlap:**

Jennette Stites

Track

**Lakeview Junior High:**

Elaine Furst

Girls Volleyball

Elaine Furst

Boys Volleyball

Brad Gitchell

7<sup>th</sup> and 8<sup>th</sup> Grade Girls Basketball

Richard Partida

7<sup>th</sup> Grade Boys Basketball

Simon Griffin

8<sup>th</sup> Grade Boys Basketball

Patsy Shaffer

Cheer

Al Cabanting

Track

**Orcutt Junior High:**

Heather Allen

Girls Volleyball

Chris Schmidt

Boys Volleyball

Sal Ruiz

7<sup>th</sup> & 8<sup>th</sup> Grade Girls Basketball

Ernie Salinas

7<sup>th</sup> Grade Boys Basketball

Patrick Crowley

8<sup>th</sup> Grade Boys Basketball

Regina Cosma

Cheer

Marley Stevenot

Cheer

Al Cabanting Track

**Unpaid Volunteer Assistant Coaches:**

Al Cabanting

Girls Basketball – Lakeview JH

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

***ORCUTT UNION SCHOOL DISTRICT***

**2015-16 CERTIFICATION**  
**TEMPORARY ATHLETIC TEAM COACHES**

**TO STATE BOARD OF EDUCATION:**

Title 5, California Code of Regulations, Section 5594, requires:

By April 1 of each year, each local governing school board shall certify to the State Board of Education that the provisions of Section 5593 have been met.

**LOCAL SCHOOL BOARD CERTIFICATION:**

I hereby certify the school district has met the conditions set forth in Title 5, Sections 5593 and 5594.

Orcutt Union School District  
500 Dyer Street  
Orcutt, CA 93455

\_\_\_\_\_  
*Liz Phillips, President*  
*Board of Trustees*

\_\_\_\_\_  
*(School District)*

\_\_\_\_\_  
*(Date)*

Keep on File  
Board Items



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Pine Grove Date: 3/15/2016

**DONOR:** Name: Santa Maria Rotary South  
Address: PO Box 911 Santa Maria CA 92454  
Phone No. \_\_\_\_\_

**GIFT:** Item Donated children's book or Cash Donation \$ \_\_\_\_\_  
(Fill in if money is donated)  
Designated for: Library  
General Description: La Mariposa by Francisco Jimenez  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \$6.95  
Purpose of Gift: literature enrichment  
Will gift be purchased through Business Services Office?  Yes  No  
Donor Conditions of Acceptance: \_\_\_\_\_

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

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

Acceptance Requested By (OUSD Staff Member): \_\_\_\_\_  
Acceptance Approved By (Administrator): *[Signature]*  
RECOMMENDATIONS: Principal or District Representative \_\_\_\_\_

BOARD ACTION: Date Accepted: \_\_\_\_\_ Date Denied: \_\_\_\_\_

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



# Pine Grove Elementary School

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1050 E. Rice Ranch Road Santa Maria CA 93455 Phone (805) 938-8800 FAX (805) 938-8849

March 15, 2016

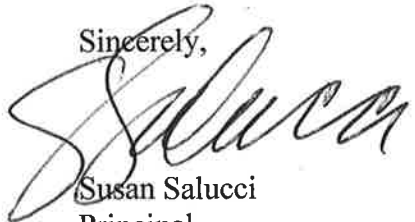
Dr. Debbie Blow  
Superintendent  
Orcutt Union School District  
501 Dyer  
Orcutt, CA 93455  
&  
The Board of Trustees  
Orcutt Union School District

Dear Dr. Blow and Board;

On behalf of Pine Grove School, I am requesting the Board of Trustees accept a donation of the children's book, La Mariposa, by Francisco Jimenez from Santa Maria Rotary South.

It is with donations such as these that our students continue to reap the benefits of the joys of reading and fine literature. We appreciate this generous donation, made in the names of Ariela Gottchalk and Santa Maria Rotary South.

Sincerely,



Susan Salucci  
Principal



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

**SCHOOL:** Ralph Dunlap Elementary School Date: 3/16/2016

**DONOR:** Name: Santa Maria Rotary South  
Address: P.O. Box 911 Santa Maria, CA 93454  
Phone No. \_\_\_\_\_

**GIFT:** Item Donated Book or Cash Donation \$ \_\_\_\_\_  
(Fill in if money is donated)  
Designated for: School Library  
General Description: La Mariposa (Book)  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \_\_\_\_\_  
Purpose of Gift: From guest speaker at Rotary Club meeting  
Will gift be purchased through Business Services Office?  Yes  No  
Donor Conditions of Acceptance: \_\_\_\_\_

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

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

Acceptance Requested By (OUSD Staff Member): Carol J. Sutton  
Acceptance Approved By (Administrator): *[Signature]*  
RECOMMENDATIONS: Principal or District Representative \_\_\_\_\_

BOARD ACTION: Date Accepted: \_\_\_\_\_ Date Denied: \_\_\_\_\_

**Please submit request to the Superintendent's Office.**

(If denied, explanation is on reverse side of this form.)

Dear Orcutt Union School Board,

March 8, 2016

Hello from Alice Shaw! We are planning a field trip to the Reagan Library on the following dates:

Rooms 14 (Trenev) and 16 (Salinas) on Tuesday, April 19<sup>th</sup>, 2016

Rooms 11 (Joseph) and 12 (Horton) on Tuesday, May 3<sup>rd</sup>, 2016.

We respectfully ask permission to travel this distance of 130 miles on the above mentioned dates.

The modes of transportation are as follows:

- 1) OUSD school bus to Guadalupe
- 2) Amtrak to Simi Valley
- 3) Simi Valley school bus to the Reagan Library
- 4) Return using the above transportation

This is our fourth visit to the Reagan Library. This is an important educational experience for the students and will promise to create lasting memories for them.

Sincerely,

  
Valerie Trenev

Joy Joseph

Troy Horton

Jackie Salinas



# ***Orcutt Junior High School***

P.O. BOX 2310 ORCUTT, CALIFORNIA 93457  
PHONE (805) 938-8700 FAX (805) 938-8749



March, 2015

Dear Orcutt Union School District Board,

Like during the previous years, the Journalism and Leadership classes would like to plan an overnight trip to participate in the Disney Resort YES Programs on April 15 through the 17<sup>th</sup> of this school year.

The class will be participating in either an animation (Designing A Disney Story) or a leadership workshop that Disneyland offers to grades 3-12. The leadership class will benefit our students by helping them develop personal leadership skills and how to apply them to a team setting. While discovering how leadership played a role in Walt Disney's life, students explore exciting Disneyland attractions, learn the importance of teamwork and gain the self confidence necessary to be leaders of tomorrow. Also, the class discusses the importance of diversity and helps you learn to brainstorm for creative ideas and solutions for a project. It gives students the ability to gain confidence to overcome obstacles and find courage and determination to accomplish goals and believe in their dreams.

The Designing A Disney Story class would help us with animating the video portion of our class for the video morning news announcements. Students get an inside look at Disney animation while learning the artistic and technical sides of the process. This knowledge is then applied when they get the opportunity to explore their creativity while planning and designing their very own storyboard. The class teaches students how to draw Disney characters using simple geometric shapes and demonstrates storyboarding. The animation class would help students to articulate the physical process of persistence of vision and to calculate the number of frames needed in a sixty-minute animated film. All of the objectives from both of the classes available to take would help our Journalism students in the future.

Our Journalism and Leadership classes of 55 students would like to ask for your permission to miss school Friday, April 15, 2016 to take this educational field trip that we have already raised the money for. Thank you for your consideration.

Sincerely,

***The Orcutt Junior High School Journalism and Leadership Classes of 2015-2016***



**Santa Barbara County**  
**Special Education Local Plan Area**  
A Joint Powers Agency

April 4, 2016

Dear Superintendent Blow,

This letter serves as both notification of the SBCSELPA *Joint Exercise of Powers Agreement* amendments that have received SBCSELPA JPA Board approval and as a request for LEA board approval of those amendments.

In summary, Section 4 "Administration and Governance" was amended after North County Direct Service Districts Los Olivos and College joined the Santa Ynez Valley Special Education Consortium. This change left Cuyama Joint Unified as the sole North County Direct Service District in the region. To alleviate the Cuyama Joint Unified superintendent of having to serve on the Board continually, North and South County Direct Service Districts were combined to allow for shared representation. This restructuring changed the SBCSELPA JPA Board membership from 9 to 8 representatives. In addition, Section 1 "Parties" was amended to include Manzanita Charter School since the charter school has become a LEA for the purposes of special education and as a result a "party" to the SBCSELPA and Section 8 "Functions of the SBCSELPA" was amended to retitle "designated instruction and services" as "related services" per California Education Code.

As per the SBCSELPA Local Plan *Joint Exercise of Powers Agreement*, when the agreement is amended, all "Parties" as listed in Section 1 must seek district board approval. Please review the amendments to the agreement as found in Section 1 "Parties", Section 4 "Administration and Governance", and Section 8 "Functions of the SBCSELPA" and present to your district board for approval at your next board meeting, so these amendments can go forward to the California Department of Education prior to July 1, 2016. Once approval is obtained, please return the signed agreement to the SBCSELPA Office.

If you have any questions regarding these amendments to the *Joint Exercise of Powers Agreement*, please feel free to contact me.

Sincerely,

Jarice S. Butterfield, Ph.D.  
SBCSELPA Director

Cc: Lana Thomas, Director of Pupil Services

**JOINT EXERCISE OF POWERS AGREEMENT  
SANTA BARBARA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA**

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**JOINT EXERCISE OF POWERS AGREEMENT  
SANTA BARBARA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA**

The parties listed in Section 1 below mutually agree and promise as set forth in this Joint Powers Agreement:

**1. PARTIES**

The Boards of Education of

Ballard School District  
Blochman Union School District  
Buellton Union School District  
Carpinteria Unified School District  
Cold Spring School District  
College School District  
Cuyama Joint Union School District  
Family Partnership Charter School  
Goleta Union School District  
Guadalupe Union School District  
Hope School District  
Lompoc Unified School District  
Los Olivos School District  
**Manzanita Public Charter School**  
Montecito Union School District  
Orcutt Union School District  
Santa Barbara Charter School  
Santa Barbara Unified School District  
Santa Maria Joint Union High School District  
Santa Maria-Bonita School District  
Santa Ynez Valley Union High School District  
Solvang School District  
Vista Del Mar Union School District and the  
Santa Barbara County Education Office

2. **PURPOSE**

The purpose of this agreement is to provide for the creation of the Santa Barbara County Special Education Local Plan Area (SBCSELPA), an agency which is separate from the parties to this Agreement. This agency shall designate an Administrative Unit to provide fiscal services for the SBCSELPA.

3. **AUTHORITY**

This agreement is entered into pursuant to Education Code Section 56195.1(c) and Government Code Section 6500 and following, relating to the joint exercise of powers between public educational agencies identified herein and also those that may hereafter be accepted for membership herein.

4. **ADMINISTRATION AND GOVERNANCE**

a. The parties hereto hereby create the Santa Barbara County Special Education Local Plan Area (hereinafter SBCSELPA), which will be a separate public agency responsible for administering this agreement and the Local Plan.

b. The SBCSELPA shall be governed by the SBCSELPA JPA Board, which shall be comprised of ~~nine~~ eight voting members. The Board shall be comprised of the County Superintendent of Schools and superintendents of districts in Santa Barbara County and selected as follows:

Five members from non-direct service districts shall be selected by the consensus of the LEA Superintendents, with two members representing non-direct service districts in south Santa Barbara County; two members representing non-direct service districts in North Santa Barbara County; and one member representing non-direct service districts in the Santa Ynez Valley Special Education Consortium.

~~Two~~ One members from direct service districts shall be selected by the Superintendents' Council, ~~with one member~~ representing direct service districts in both North and South Santa Barbara County, ~~and one member representing direct service districts in South Santa Barbara County.~~

One member from 9-12<sup>th</sup> grade high school districts shall be selected by the Superintendents' Council.

The County Superintendent of Schools shall continuously serve as ~~an ninth~~ eightth member of the Board.

c. All district superintendent appointments to the Board shall be for two-year terms. Appointments to the Board shall expire on December 31.

d. Each voting member of the Board shall take and execute the oath of office prior to exercising any duties hereunder.

e. The Board shall annually elect a Chairperson, Vice-Chairperson and Clerk from its voting members. The SBCSELPA Director shall serve as Secretary to the Board. The Chairperson and Vice-Chairperson shall serve at the pleasure of the Board until a successor is elected.

f. The Board shall develop and adopt bylaws which may be amended from time to time.

g. Regular meetings shall be held as determined by the Board and set forth in its bylaws. Such meetings shall comply with all provisions of the Brown Act. (Government Code Sections 54950 and following) and provisions of the Education Code regarding school district governing board meetings (Education Code Sections 35140 and following). A majority of the voting membership of the Board shall constitute a quorum and a majority of the voting membership shall be necessary for action to be taken. Vacant positions shall be counted as part of the membership when determining whether a majority exists. If a member of the Board misses three consecutive board meetings, the District Superintendent's may opt to remove the Board member. When a member of the Board resigns, is removed, or otherwise vacates membership on the Board, a replacement member shall be appointed by consensus of the LEA Superintendents as prescribed in Section 4 of this agreement.

h. The fiscal year of the SBCSELPA shall run from July 1 through June 30.

## **5. AUDITING AND ACCOUNTING SERVICE**

The Auditor/Controller of Santa Barbara County, the Santa Barbara County Superintendent of Schools and the Treasurer of Santa Barbara County shall perform the Auditor/Controller and Treasurer functions prescribed by Government Code Sections 6505 and 6505.5 in the same manner that they perform these functions for school districts. The approval of demands for which the County Superintendent of Schools shall draw warrants shall be performed in accordance with the policies and procedures adopted by the SBCSELPA JPA Board, subject to the review and approval of the County Superintendent of Schools, as required by Education Code Sections 42633 and following. There shall be strict accountability of all funds. All revenues and expenditures shall be reported to the SBCSELPA JPA Board.

## **6. POWERS OF THE SBCSELPA**

The SBCSELPA powers shall include the following:

### **6.1 GENERAL**

The SBCSELPA, through the SBCSELPA JPA Board, shall have the power and authority to exercise any power common to the public educational agencies which are parties to this agreement.

## 6.2 SPECIFIC

- a. To make and enter into contracts.
- b. To select, employ and dismiss agents or employees or to utilize the services of personnel of the parties when such services are offered by the parties.
- c. To acquire, construct, manage, maintain or operate any buildings, equipment or improvements.
- d. To acquire, hold or dispose of property, real and personal.
- e. To sue and be sued in its own name.
- f. To incur debts, liabilities or obligations.
- g. To apply for, accept, receive and disburse funds and grants from any agency of the United States of America, the State of California, or any other public agency.
- h. To invest any money in the Treasury pursuant to Government Code Section 6505.5 that is not required for the immediate activities of the SBCSELPA, as the SBCSELPA JPA Board determines is advisable, in the manner and on the same conditions as local agencies, pursuant to Government Code Section 53601.
- i. To adopt policies and bylaws governing the operations of the SBCSELPA as outlined in the Local Plan.
- j. To perform such other functions as may be necessary or appropriate to carry out this Agreement, so long as such other functions so performed are not prohibited by any provisions of law.
- k. To receive gifts, contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations, associations and any other governmental entity.
- l. To obtain insurance coverage.

The County Education Office or a designated district shall serve as the Administrative Unit, and the County Superintendent of Schools or the district board shall be the SBCSELPA's agent in the exercise of any or all of these powers when so authorized by the SBCSELPA Board.

The SBCSELPA shall employ a SBCSELPA Director who shall be the Secretary to the SBCSELPA JPA Board and shall act as the Executive to the Board for all administrative functions. The SBCSELPA Director and any other staff employed by the SBCSELPA shall be appointed by the SBCSELPA JPA Board. The SBCSELPA Director and any other employees shall be housed at the County Education Office or in

other office space pursuant to SELPA policy guidelines. The duties of the SBCSELPA Director and other individuals employed by the SBCSELPA shall be stated in position descriptions which shall be formally approved by the SBCSELPA JPA Board. The SBCSELPA JPA Board may modify such position descriptions in whole or in part and at any time during the term of this Agreement.

The powers listed above shall be exercised in the manner provided in the law and be subject only to the restrictions upon the manner of exercising such powers as are imposed upon school districts in the exercise of such powers.

## **7. POWERS OF LOCAL EDUCATION AGENCIES**

The governance of Local Education Agency (LEA) special education programs shall be the responsibility of the LEA governing boards. LEA governing boards shall have and retain authority to receive and budget all special education income allocated by the SBCSELPA Board for programs and services provided by the LEAs, except state regionalized services allocations, and for monitoring the appropriate use of federal, state and local funds allocated for special education programs.

## **8. FUNCTIONS OF THE SBCSELPA**

The SBCSELPA shall be responsible for the following:

- a. In conjunction with the LEAs who are parties to this Agreement, develop a Local Plan for the education of individuals with exceptional needs.
- b. Coordinate the special education local plan area and implementation of the local plan.
- c. Assure the provision of administrative support and regionalized services to each of the parties in the following areas at levels to be determined by the SBCSELPA, subject to annual budget plan allocations, and at an annual cost not to exceed the annual state appropriations for regionalized services and an amount approved by the SBCSELPA JPA Board and prorated to participating member local education agencies:
  - (1) Coordinated system of identification and assessment and development of uniform policies governing identification, referral and placement of individuals with exceptional needs.
  - (2) Coordinated system of procedural safeguards.



(3) Coordinated system of staff development and parent education including training members of the Community Advisory Committee.

(4) Coordinated system of curriculum development and alignment with the core curriculum.

(5) Coordinated system of internal program review, evaluation of the effectiveness of the local plan, and implementation of a local plan accountability mechanism to include monitoring of performance goals and indicators.

(6) Coordinated system of data collection and management information systems as needed to meet SBCSELPA requirements.

(7) Coordination of interagency agreements and development of policies and procedures relating to the coordination with other local public agencies that serve the individuals with exceptional needs.

(8) Coordination of services to medical facilities.

(9) Coordination of services to individuals with exceptional needs placed in licensed children's institutions and foster family homes.

(10) Coordination of services to individuals with exceptional needs placed in Juvenile Court Schools or County Community Schools.

(11) Preparation and transmission of required special education local plan area reports.

(12) Fiscal and logistical support of the Community Advisory Committee.

(13) Coordination of transportation services for individuals with exceptional needs.

(14) Coordination of career and vocational education and transition services.

(15) Assurance of full educational opportunity.

(16) Fiscal administration allocation and monitoring of state and federal funds pursuant to Education Code Section 56836 and 56841.

(17) Allocation of program specialist funds for direct instructional program support that may be provided by program specialists in accordance with Education Code Section 56368.

(18) Search/Serve services.

(19) Special day classes, resource specialist programs, ~~designated instruction and services~~ related services, and other special education instructional programs as agreed upon by the SBCSELPA and the particular Local Education Agencies involved.

- (20) Services for infants and preschoolers.
- (21) Provision of support for dispute resolution and due process, as requested.
- (22) Coordination and oversight of nonpublic school placements and oversight of nonpublic agency services.
- (23) Ensure equal access to all programs and services in the region.
- (24) Ensure an equitable provision of services to individuals with exceptional needs between the ages of 0 and 22.
- (25) Assist in the resolution of complaints and work cooperatively with districts/county office to correct identified problems.
- (26) Such other areas as the SBCSELPA JPA Board directs.
- d. Monitor compliance with federal and state laws and regulations regarding special education.
- e. Enter into agreements with individual school districts and/or the County Education Office for provision of special education services.
- f. Receive, distribute and account for regionalized services and SBCSELPA support funds for Local Plan implementation.
- g. Decide disputes within the scope of this Agreement among the parties. The decision of the SBCSELPA JPA Board shall be final in the settlement of disputes between parties.
- h. Participate in any other functions necessary to conduct the business of the SBCSELPA.

**9. ANNUAL BUDGET PLAN**

In addition to the powers and responsibilities presented in Section 6 and 8 above, the SBCSELPA shall, in conjunction with the parties to this Agreement, develop an annual budget plan for Local Plan activities and conduct the required public hearing. The budget plan shall include provisions setting forth the manner and level to which the SBCSELPA shall be funded.

- a. The annual budget plan shall include the expenditure of all regionalized services and program specialist funds allocated by the state legislature. It shall also include the estimated SELPA support and administrative chargeback.
- b. The Santa Barbara County SELPA Director shall submit an annual budget plan to the Santa Barbara County SELPA JPA Board on the following calendar:
  - (1) Proposed Adopted Budget for review - May
  - (2) Proposed Adopted Budget approval - June

c. The Santa Barbara County SELPA JPA Board is the entity that must develop, revise and approve all allocations of funds received by the SELPA.

d. The SBCSELPA JPA Board shall review and approve or reject requests for an increase or decrease in regionalized services and regional program allocations, and allocate all other funds received by the SBCSELPA.

e. Allocation revisions approved by the SBCSELPA shall be sent to each party to this Agreement by the SBCSELPA Director within thirty (30) days after the revision has been approved by the Board.

f. Written notice of the rejection of a request shall be sent to the originator of the request by the SBCSELPA Director within thirty (30) days after receipt of the request.

g. No request for modification to the annual budget plan shall be approved by the SBCSELPA JPA Board which results in an increase to the annual budget plan which may exceed any funding limitations.

#### **10. OBLIGATIONS OF THE SBCSELPA**

The SBCSELPA shall be an independent public entity. The SBCSELPA shall be solely responsible for its duties, liabilities and obligations and the duties, liabilities and obligations of the Administrative Unit when it is acting on behalf of the SBCSELPA. They shall not be the duties, liabilities or obligations of the parties hereto.

#### **11. AUTHORITY AND RESPONSIBILITIES OF THE PARTIES**

Each LEA shall cooperate with the SBCSELPA and its JPA Board in their development of the Local Plan and in the JPA Board's review and approval of revisions to said Plan.

#### **12. DUTIES OF THE SUPERINTENDENTS**

The Superintendents of the LEAs named as parties to this Agreement shall serve as the LEA's representative to the Joint Powers Agency. The LEA Superintendents' shall select the members of the SBCSELPA JPA Board in accordance with Section 4 of this Agreement and shall serve as an advisory body to the SBCSELPA JPA Board.

#### **13. SPECIAL EDUCATION ADMINISTRATORS**

Each LEA operating special education programs shall designate a special education administrator from among its staff to act as the primary contact person for the district or county with the SBCSELPA.

**14. RESPONSIBILITY FOR PROVISION OF SERVICES**

Entities responsible for providing services and/or programs to individuals with exceptional needs are specified in the SBCSELPA Policies and Procedures. At any time, recommendations for changes in the delivery system may be developed by SBCSELPA Director and submitted to the JPA Board for approval.

**15. COMMUNITY ADVISORY COMMITTEE**

A Community Advisory Committee shall be established. The Community Advisory Committee shall advise the SBCSELPA Board in accordance with policies and procedures approved by the SBCSELPA JPA Board.

**16. BONDING PERSONS HAVING ACCESS TO PROPERTY**

The public officers or persons who have charge of, handle, or have access to any property of the SBCSELPA shall be the SBCSELPA Director and any other officers or persons to be designated or empowered by the SBCSELPA JPA Board. Each such officer or person shall be required to file an official bond with the Administrative Unit in the amount of Fifty Thousand dollars (\$50,000) or in such other amount as may be established by the SBCSELPA JPA Board. Should the existing bond or bonds of any such officer or person be extended to cover the obligations provided herein, said bond shall be the official bond required herein. The premiums on any such bond or bonds attributable to the coverage required herein shall be appropriate expenses of the SBCSELPA.

**17. DISTRIBUTION OF LIABILITY**

The SBCSELPA is a joint powers agency and its members are jointly and severally liable, to the extent provided in Government Code Section 895.2, for the negligent or wrongful acts of the SBCSELPA and one another occurring in the performance of this Agreement. Each party hereto agrees to indemnify and hold the other parties harmless from all liability for damage, actual or alleged, to persons or property arising out of or resulting from negligent acts or omissions of the indemnifying party or its employees. Where the SBCSELPA or its employees are held liable for injuries to persons or property, each party's liability for contribution or indemnity for such injuries shall be determined by multiplying the judgment recovered or settlement paid by a percentage equal to the party's average daily attendance for the previous school year, using the figures for average daily attendance shown on the California Department of Education Annual Report of Attendance Forms J-18/19. In the event of liability imposed upon any entity created by this Agreement, for injury which is caused by

the negligent or wrongful act or omission of any of the parties in the performance of this Agreement, the contribution of the party or parties not directly responsible for the negligent or wrongful act or omission shall be limited to One Hundred Dollars (\$100.00). The party or parties directly responsible for the negligent or wrongful acts or omission shall indemnify, defend, and hold all other parties harmless from any liability for personal injury or property damage arising out of the performance of this Agreement.

#### **18. INSURANCE**

Each party shall obtain public liability, property damage and worker's compensation insurance sufficient so that it may meet its potential liabilities hereunder. The Administrative Unit shall insure itself. The SBCSELPA JPA Board shall obtain public liability, property damage and worker's compensation insurance sufficient to insure itself from loss, liability or claims arising out of or in any way connected with this Agreement.

#### **19. LIMITATIONS**

It is understood and agreed that the Local Plan hereunder shall not exceed any applicable enrollment and service limitations.

If any party to this Agreement exceeds the funding allocations specified in the annual budget plan approved by the SBCSELPA as specified in Section 9 above, the resultant costs of such excess shall be borne by the LEA that exceeded such allocation.

#### **20. TERM**

This Agreement becomes effective on the date of final approval of the SBCSELPA JPA Agreement, provided it has been approved by all parties choosing to participate, and it shall continue in effect until a majority of the participating parties have terminated membership in the manner provided by Section 21 of this Agreement.

#### **21. TERMINATION OF MEMBERSHIP**

A party may resign from membership in the SBCSELPA by notifying the SELPA JPA Board and the Superintendent of the County Schools Office in writing of its intention to do so at least one year prior to the proposed date of its resignation, as required by Education Code Section 56195.3 (b).

#### **22. AMENDMENT**

This Agreement may be amended, altered or supplemented at any time by a two-thirds vote of the participating district boards.

**23. DISPOSITION OF PROPERTY AND FUNDS UPON TERMINATION**

Upon termination, the property and funds of the SBCSELPA shall be distributed as follows:

a. All property and funds shall be transferred to the new agency operating system.

b. If no new agency exists, all property shall be distributed pursuant to an agreement reached by all parties to this Agreement at that time. If said parties cannot agree on distribution, said property shall, to the extent possible, be sold for cash, and said cash and the remaining unsaleable property shall be distributed to each of the parties in accordance with the respective contributions of each party to the cost of said property.

c. After payment of all costs, expenses and charges incurred under the agreement, any monies in the possession of the SBCSELPA shall be returned to the parties in proportion to contributions made.

**24. PARTIAL INVALIDITY**

If any one or more of the terms, provisions, sections, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, promises, provisions, sections, covenants and conditions of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

**25. ADOPTION AND EXECUTION**

Each participating LEA shall become a party to this Agreement by virtue of its governing board's approval of the SBCSELPA JPA Agreement. Thereafter, this agreement may be executed by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy. The collection of such separately executed copies shall be treated as a single copy executed by all parties. Each party shall promptly transmit an executed copy of this document to the Administrative Unit.

**26. SUCCESSORS**

This Agreement shall be binding upon, and ensure to the benefit of, the successors of the parties.

IN WITNESS OF, the parties hereto have caused this Agreement to be duly executed by their authorized officers as set forth below.

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ SCHOOL DISTRICT  
BY: \_\_\_\_\_

\_\_\_\_\_  
(Typed or Printed Name)  
Title: \_\_\_\_\_

Date Approved by Board: \_\_\_\_\_



## BUSINESS SERVICES MEMORANDUM

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

**FROM:** Walter Con  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** April 13, 2016

**BOARD AGENDA ITEM:** Board Policy - 5030, Student Wellness

**BACKGROUND:** In our continued effort to be current with district board policies, attached is board policy 5030 for first reading. This policy has been reviewed by the School Boards Association legal counsel to comply with current requirements. This will bring us up-to-date with current practices and legalese.

<b>Board Policy</b>	<b>Policy</b>
5030	Student Wellness

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve Board Policy 5030 as presented for first reading.

**FUNDING:** N/A



## Students

### STUDENT WELLNESS

The Board of Trustees recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall build a coordinated and align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, a safe and healthy school environment. In addition, the Superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

*(cf. 1020 - Youth Services)*

*(cf. 3513.3 - Tobacco-Free Schools) (cf. 3514 - Environmental Safety)*

*(cf. 5131.6 - Alcohol and Other Drugs) (cf. 5131.61 - Drug Testing)*

*(cf. 5131.62 - Tobacco) (cf. 5131.63 - Steroids)*

*(cf. 5141 - Health Care and Emergencies) (cf. 5141.22 - Infectious Diseases)*

*(cf. 5141.3 - Health Examinations) (cf. 5141.31 - Immunizations)*

*(cf. 5141.32 - Health Screening for School Entry) (cf. 5141.6 - School Health Services)*

*(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)*

*(cf. 6164.2 - Guidance/Counseling Services)*

#### School Health Council/Committee

The Superintendent or designee shall encourage parents/guardians, students, food services employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the Superintendent or designee may appoint a school health council or other district committee whose membership shall include representatives of these groups. He/she also may invite participation of other groups or individuals, such as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 9140 - Board Representatives)*

The school health council/committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the council/committee may also include the planning, implementation, and evaluation of activities to promote health within the school or community.

#### Goals for Nutrition, Physical Activity, and other Wellness Activities

The Board shall adopt goals for nutrition education, physical activity, and other school-based activities that promote student wellness. (42 USC 8b)

**BP 5030 (b)**

*(cf. 0000 - Vision)*  
*(cf. 0200 - Goals for the School District)*

The district's nutrition education and physical education programs shall be based on research, shall be consistent with the expectations established in the state's curriculum frameworks and content standards, and shall be designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

*(cf. 6011 - Academic Standards)*  
*(cf. 6142.7 - Physical Education and Activity)*  
*(cf. 612.8 - Comprehensive Health Education)*  
*(cf. 6143 - Courses of Study)*

The nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, weight management, and oral health. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

*(cf. 5148.2 - Before/After School Programs)*  
*(cf. 6177 - Summer Learning Programs)*

To reinforce the district's nutrition education program, the Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, free giveaways, or other means.

*(cf. 1325 - Advertising and Promotion)*

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and/or after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

*(cf. 5142.2 - Safe Routes to School Program)*  
*(cf. 6145 - Extracurricular and Cocurricular Activities)*  
*(cf. 6145.2 - Athletic Competition)*

The Board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

*(cf. 1330.1 - Joint Use Agreements)*

Professional development shall be regularly offered to health education and physical education teachers, coaches, activity supervisors, food services staff, and other staff as appropriate to enhance their health knowledge and skills.

*(cf. 4131 – Staff Development)*  
*(cf. 4231 – Staff Development)*  
*(cf. 4331 – Staff Development)*

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and or other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

*(cf. 1100 – Communication with the Public)*  
*(cf. 1112 – Media Relations)*  
*(cf. 1113 – District and School Web Sites)*  
*(cf. 1114 – District-Sponsored Social Media)*  
*(cf. 6020 – Parent Involvement)*

In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students' physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

*(cf. 5131.2 – Bullying)*  
*(cf. 5145.3 – Nondiscrimination/Harassment)*

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote work-site wellness and may provide opportunities for regular physical activity among employees.

#### Nutritional Guidelines for Foods Available at School

For all foods available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1773 and 1779 and support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)

In order to maximize the district's ability to provide nutritious meals and snacks, all schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

*(cf. 3550 – Food Service/Child Nutrition Program)*  
*(cf. 3552 – Summer Meal Program)*  
*(cf. 3553 - Free and Reduced Price Meals)*  
*(cf. 5141.27 – Food Allergies/Special Dietary Needs)*  
*(cf. 5148 – Child Care and Development)*  
*(cf. 5148.3 – Preschool/Early Childhood Education)*

## BP 5030 (d)

The Superintendent or designee shall provide access to free, potable water during meal times in the food service area in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

The Board believes that foods and beverages sold to students at district schools, including those available outside the district's food services program, should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for all foods and beverages, student stores, vending machines, or other venues, shall meet or exceed state and federal nutritional standards.

*(cf. 3312 - Contracts)*

*(cf. 3554 - Other Food Sales)*

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

*(cf. 1230 - School-Connected Organizations)*

School staff shall encourage school organizations to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties. Class parties or celebrations shall be held after the lunch period when possible.

### Program Implementation and Evaluation

The Superintendent shall designate one or more district or school employees, as appropriate, to ensure that each school site complies with this policy. (42 USC 1758b )

*(cf. 0500 - Accountability)*

*(cf. 3555 – Nutrition Program Compliance)*

**The Superintendent or designee shall assess the implementation and effectiveness of this policy at least once every two years.**

**The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)**

The **Board and the** Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but are not limited to:

1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements

**BP 5030 (e)**

2. An analysis of the nutritional content of school meals and snacks served in all district programs, based on a sample of menus and production records
3. Student participation rates in school meal and/or snack programs, including the number of students enrolled in the free and reduced-price meals program compared to number of students eligible for that program
4. Extent to which foods sold on campus outside the food services program, such as through vending machines, student stores, or fundraisers, comply with national standards
5. Results of the state's physical fitness test
6. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity
7. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program
8. A description of other districtwide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate

The Superintendent or designee shall invite feedback on district and school wellness activities from food service personnel, school administrators, the school health council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates.

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and assessment results. (42 USC 1758b)

In addition, the assessment results shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

### USDA Nondiscrimination Statement

SNAP and FDPIR State or local agencies, and their subrecipients, must post the following Nondiscrimination Statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

#### Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

*Legal Reference:*

**EDUCATION CODE**

33350-33354 *CDE responsibilities re: physical education*  
49430-494364 *Pupil Nutrition, Health, and Achievement Act of 2001*  
49490-49494 *School breakfast and lunch programs*  
49500-49505 *School meals*  
49510-49520 *Nutrition*  
49530-49536 *Child Nutrition Act*  
49540-49546 *Child care food program*  
49547-49548.3 *Comprehensive nutrition services*  
49550-49561 *Meals for needy students*  
49565-49565.8 *California Fresh Start pilot program*  
49570 *National School Lunch Act*  
51210 *Course of study, grades 1-6*  
51220 *Course of study, grades 7-12*  
51222 *Physical education*  
51223 *Physical education, elementary schools*  
51795-51796.5 *School instructional gardens*  
51880-51921 *Comprehensive health education*

**CODE OF REGULATIONS, TITLE 5**

15500-15501 *Food sales by student organizations*  
15510 *Mandatory meals for needy students'*  
15530-15535 *Nutrition education*  
15550-15565 *School lunch and breakfast programs*  
**UNITED STATES CODE, TITLE 42**  
1751-1769 *National School Lunch Program, especially:*  
1758b *Local wellness policy*

~~1751 *Note Local wellness policy*~~

1771-1791 *Child Nutrition Act, including:*

1773 *School Breakfast Program*  
1779 *Rules and regulations, Child Nutrition Act*  
**CODE OF FEDERAL REGULATIONS, TITLE 7**  
210.1-210.31 *National School Lunch Program*  
220.1-220.21 *National School Breakfast Program*

**COURT DECISIONS**

*Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781*

**Management Resources:**

**CSBA PUBLICATIONS**

*Increasing Access to Drinking Water in Schools, Policy Brief, March 2013*  
*Mentoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, rev. 2012*  
*Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. April 2012*  
*Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2012*  
*Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009*  
*Safe Routes to School: Program and Policy Strategies for School Districts, Policy Brief, 2009*  
*Physical Education and California Schools, Policy Brief, rev. October 2007*  
*School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006*

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

*Physical Education Framework for California Public Schools, Kindergarten Through Grade Twelve, 2009*  
*Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003*

**CALIFORNIA PROJECT LEAN PUBLICATIONS**

*Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006*

**CENTER FOR COLLABORATIVE SOLUTIONS**

*Changing Lives, Saving Lives: A Step-by-Step Guide to Developing Exemplary Practices in Healthy Eating, Physical Activity, and Food Security in Afterschool Programs, March 2010*



**BP 5030 (h)**

*CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS*

*School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide: A Self-Assessment and Planning Guide, 2005*

*NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS*

*Fit, Healthy and Ready to Learn, 2000*

*U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS*

*Dietary Guidelines for Americans, 2005*

*Environment: A Guide to Local Action, 2000*

*WEB SITES*

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

*Action for Healthy Kids: <http://www.actionforhealthykids.org>*

*California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>*

*California Department of Public Health: <http://www.cdph.ca.gov>*

*California Healthy Kids Resource Center: <http://www.californiahealthykids.org>*

*California Project LEAN (Leaders Encouraging Activity and Nutrition):*

*<http://www.californiaprojectlean.org>*

*California School Nutrition Association: <http://www.calsna.org>*

*Center for Collaborative Solutions: <http://www.ccscenter.org>*

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

*Dairy Council of California: <http://www.dairycouncilofca.org>*

*National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>*

*National Association of State Boards of Education: <http://www.nasbe.org> School Nutrition Association:*

*<http://www.schoolnutrition.org>*

*Society for Nutrition Education: <http://www.sne.org>*

*U.S. Department of Agriculture, Food Nutrition Service, wellness policy:*

*[http://www.fns.usda.gov/tn/Healthy/wellnesspolicy\\_steps.html](http://www.fns.usda.gov/tn/Healthy/wellnesspolicy_steps.html)*

Policy Adopted: ~~09/11/2013~~ 04/13/2016

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California





## Educational Services

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

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TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: April 13, 2016

BOARD AGENDA ITEM: Board Policy 5117

### INTERDISTRICT ATTENDANCE

**BACKGROUND:** Updated policy reflects new law (AB 306) which allows the child of an active military duty parent/guardian to transfer out of the district to a school district of choice if the other school district approves the application for transfer. Policy updated to include recommended language from CSBA sample policies.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the proposed revisions to BP 5117.

**FUNDING:** No funding implications.

## Students

### INTERDISTRICT ATTENDANCE

The Board of Trustees recognizes that students who reside in one district may, for a variety of reasons, ~~choose to attend school in another district and that such choices are made~~ choose to enroll their child in a school in another district.

*(cf. 0520.3 – Title I Program Improvement Districts)*  
*(cf. 5111.12 – Residency Based on Parent/Guardian Employment)*  
*(cf. 5116.1 - Intradistrict Open Enrollment)*  
*(cf. 5118 – Open Enrollment Act Transfers)*

#### Interdistrict Attendance Permits

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

#### Transportation

The district shall not provide transportation beyond any school attendance area. Upon request, the Superintendent or designee may authorize transportation for interdistrict transfer students to and from designated bus stops within the attendance area if space is available.

#### Limits on Student Transfers Out of the District to a School District of Choice

The Superintendent or designee may limit the number of student transfers out of the district to a school district of choice based on the percentages of average daily attendance specified in Education Code 48307.

In addition, transfers out of the district may be limited during a fiscal year when the County Superintendent of Schools has given the district a negative budget certification or when the County Superintendent has determined that the district will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a

result of student transfers from this district to a school district of choice. (Education Code 48307)

*(cf. 3100 - Budget)*

*(cf. 3460 - Financial Reports and Accountability)*

A child of an active military duty parent/guardian shall not be prohibited from transferring out of the district to a school district of choice, if the other school district approves the application for transfer. (Education Code 48301)

*(cf.6173.2 - Education of Children of Military Families)*

*Legal Reference:*

*EDUCATION CODE*

*41020 Annual district audits*

*46600-46611 Interdistrict attendance agreements*

*48204 Residency requirements for school attendance*

*48300-483156 Student attendance alternatives; school district of choice program*

*48350-48361 Open Enrollment Act*

*48900 Grounds for suspension or expulsion; definition of bullying*

*48915 Expulsion; particular circumstances*

*48915.1 Expelled individuals: enrollment in another district*

*48918 Rules governing expulsion procedures*

*48980 Notice at beginning of term*

*52317 Regional Occupational center/Program, enrollment of students, interdistrict attendance*

*ATTORNEY GENERAL OPINIONS*

*84 Ops. Cal. Atty. Gen. 198 (2001)*

*87 Ops. Cal. Atty. Gen. 132 (2004)*

*COURT DECISIONS*

*Walnut Valley Unified School District v. the Superior Court of Los Angeles County, (2011) 192 Cal.App.4<sup>th</sup> 234*

*Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4<sup>th</sup> 1275*

*Management Resources:*

*CSBA PUBLICATIONS*

*Transfer Law Comparison, Fact Sheet, March 2011*

*WEB SITES*

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

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

Policy Adopted: ~~10/10/2012~~ 04/13/2016

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California



## Educational Services

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

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

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

**BOARD MEETING DATE:** April 13, 2016

**BOARD AGENDA ITEM:** Board Policy 6142.92

### MATHEMATICS INSTRUCTION

**BACKGROUND:** Policy updated to reflect new law (SB 359) which requires the development of protocols to ensure students are appropriately placed in math courses and not required to repeat a course they completed successfully in an earlier grade level.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the proposed revisions to BP 6142.92.

**FUNDING:** No funding implications.

**MATHEMATICS INSTRUCTION**

The Board of Trustees desires to offer a rigorous mathematics program that progressively develops the knowledge and skills students will need to succeed in college and career. The district's mathematics program shall be designed to teach mathematical concepts in the context of real-world situations and to help students gain a strong conceptual understanding, a high degree of procedural skill and fluency, and ability to apply mathematics to solve problems.

*(cf. 6143 - Courses of Study)*

*(cf. 6146.1 - High School Graduation Requirements)*

For each grade level, the Board shall adopt academic standards for mathematics that meet or exceed the Common Core State Standards. The Superintendent or designee shall develop or select curricula that are aligned with these standards and the state curriculum framework.

*(cf. 6011 - Academic Standards)*

*(cf. 6141 - Curriculum Development and Evaluation)*

The district's mathematics program shall address the following standards for mathematical practices which are the basis for mathematics instruction and learning:

1. Overarching habits of mind of a productive mathematical thinker: Making sense of problems and persevering in solving them; attending to precision
2. Reasoning and explaining: Reasoning abstractly and quantitatively; constructing viable arguments and critiquing the reasoning of others
3. Modeling and using tools: Modeling with mathematics; using appropriate tools strategically
4. Seeing structure and generalizing: Looking for and making use of structure; looking for and expressing regularity in repeated reasoning

In addition, the program shall be aligned with grade-level standards for mathematics content.

For grades K-8, content shall address, at appropriate grade levels, counting and cardinality, operations and algebraic thinking, number and operations in base ten, fractions, measurement and data, geometry, ratios and proportional relationships, functions, expression and equations, the number system, and statistics and probability. Students shall learn the concepts and skills that prepare them for the rigor of higher mathematics.

For higher mathematics, the district shall offer a pathway of courses through which students shall be taught concepts that address number and quantity, algebra, functions, modeling, geometry, and statistics and probability.

The Superintendent or designee shall ensure that students are appropriately placed in mathematics courses and are not required to repeat a course that they have successfully completed in an earlier grade level. Placement decisions shall be based on consistent protocols and multiple objective academic measures.

(cf. 6152.1 - Placement in Mathematics Courses)

The Superintendent or designee shall ensure that certificated staff has opportunities to participate in professional development activities designed to increase their knowledge and skills in effective mathematics teaching practices.

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall ensure that students have access to sufficient instructional materials, including manipulatives and technology, to support a balanced, standards-aligned mathematics program.

(cf. 0440 – District Technology Plan)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

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

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

The Superintendent or designee shall provide the Board with data from state and district mathematics assessments and program evaluations to enable the Board to monitor program effectiveness.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6190 - Evaluation of the Instructional Program)

*Legal Reference:*

EDUCATION CODE

51210 Areas of study, grades 1 through 6

51220 Areas of study, grades 7 through 12

51224.5 Algebra in course of study for grades 7-12

51224.7 California Mathematics Placement Act of 2015

51225.3 High school graduation requirements

51284 Financial literacy

60605 State-adopted content and performance standards in core curricular areas

60605.8 Common Core standards

*Management Resources:*

CSBA PUBLICATIONS

Governing to the Core, Governance Briefs

CDE PUBLICATIONS

Mathematics Framework for California Public Schools: Kindergarten Through Grade Twelve, 2013

California Common Core State Standards: Mathematics, rev. January 2013

*COMMON CORE STATE STANDARDS INITIATIVE PUBLICATIONS*

*Appendix A: Designing High School Mathematics Courses Based on the Common Core State Standards*

*WEB SITES*

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

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

*Common Core State Standards Initiative: <http://www.corestandards.org/math>*

Policy Adopted: ~~09/10/2014~~04/13/2016

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California



## Educational Services

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

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

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

**BOARD MEETING DATE:** April 13, 2016

**BOARD AGENDA ITEM:** Board Policy 6146.1

### HIGH SCHOOL GRADUATION REQUIREMENTS

**BACKGROUND:** Policy updated to reflect new law (SB 172) which suspends, through the 2017-18 school year, the requirement that each student completing grade 12 successfully pass the high school exit exam as a condition of receiving a diploma or graduating from high school and requires districts to retroactively grant a diploma to any student who met all graduation requirements other than the exit exam requirement since the 2003-04 school year. Policy also reflects new law (AB 220) which requires that one mathematics course required for graduation be equivalent to Algebra 1 or Mathematics I, new law (SB 695) which requires any district that requires health education for graduation to include instruction in sexual harassment and violence, new law (AB 1806, 2014) which provides that a homeless student who transfers at any time after completing his/her second year of high school is exempted from locally established high school graduation requirements, and new law (AB 1166) which allows homeless students and foster youth such an exemption even if the district fails to provide timely notice of the availability of the exemption.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the proposed revisions to BP 6146.1.

**FUNDING:** No funding implications.



## Instruction

BP 6146.1(a)

### **HIGH SCHOOL GRADUATION REQUIREMENTS (Charter High School Grades 9-12)**

The Board of Trustees desires to prepare all students to obtain a high school diploma to enable them to take advantage of opportunities for postsecondary education and/or employment.

*(cf. 5127 – Graduation Ceremonies and Activities)*

~~*(cf. 5149 – At Risk Students)*~~

*(cf. 6146.3 – Reciprocity of Academic Credit)*

### **Course Requirements**

To obtain a high school diploma, students shall complete at least the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Four courses in English (Education Code 51225.3)

*(cf. 6142.91 – Reading/Language Arts Instruction)*

2. Three courses in mathematics (Education Code 51225.3)

At least one mathematics course, or a combination of the two mathematics courses ~~required for completion in grades 9-12~~, shall meet or exceed state academic content standards for Algebra I. (Education Code 51224.5)

Completion, prior to grade 9, of algebra coursework that meets or exceeds state academic content standards shall satisfy the algebra coursework requirement, but shall not exempt a student from the requirement to complete three mathematics courses in grades 9-12. (Education Code 51224.5)

*(cf. 6011 – Academic Standards)*

*(cf. 6142.92 – Mathematics Instruction)*

3. Three courses in science, including biological and physical sciences (Education Code 51225.3)

4. Three courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American government and civics; and a one-semester course in economics (Education Code 51225.3)

*(cf. 6142.93 – History-Social Science Instruction)*

5. One course in visual or performing arts, foreign language, or American Sign Language (Education Code 51225.3)

6. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3)

*(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)*  
*(cf. 6142.7 - Physical Education and Activity)*

To obtain high school graduation, students must have documented 40 hours of community service, participation in at least one school-developed career technical education class and successfully participate in the senior exit interview. These requirements are over and above the course requirements.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

*(cf. 6146.11 - Alternative Credits Toward Graduation)*  
*(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)*  
*(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)*

The Superintendent or designee shall exempt or waive specific course requirements for foster youth or children of military families in accordance with Education Code 51225.3 and 49701.

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

## **Retroactive Diplomas**

Until July 31, 2018, any student who completed grade 12 in the 2003-04 school year or a subsequent school year and has met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 60851.6)

## **High School Exit Examination**

~~As a condition of high school graduation, each student completing grade 12 shall have successfully passed the state exit examination in language arts and mathematics unless he/she receives a waiver or exemption. (Education Code 60851, 60859)~~

~~*(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)*  
*(cf. 6159 - Individualized Education Program)*  
*(cf. 6162.52 - High School Exit Examination)*~~

~~Supplemental instruction shall be offered to any student in grade 7-12 who does not demonstrate "sufficient progress," as defined in BP 6179 - Supplemental Instruction, toward passing the exit exam. (Education Code 37252, 60851)~~

~~*(cf. 5148.2 - Before/After School Programs)*  
*(cf. 6176 - Weekend/Saturday Classes)*  
*(cf. 6177 - Summer School)*  
*(cf. 6179 - Supplemental Instruction)*~~

~~Students who have not passed one or both parts of the exit exam by the end of grade 12 shall have the opportunity to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until they have passed both parts of the exam, whichever comes first. (Education Code 37254)~~

~~(ef. 1312.4 — Williams Uniform Complaint Procedures)~~

~~(ef. 6164.2 — Guidance/Counseling Services)~~

~~In addition to intensive remedial instruction, the district shall offer students who have passed all state and local graduation requirements except one or both parts of the exit exam the following options for two years beyond their regular senior year or until they pass the exam, whichever occurs first:~~

- ~~1. If space is available, enrollment for an additional year of high school.~~
- ~~2. Enrollment in California High School Exit Exam remediation courses as needed.~~

~~(ef. 0420.4 — Charter Schools)~~

~~(ef. 6158 — Independent Study)~~

~~(ef. 6184 — Continuation Education)~~

~~The Superintendent or designee shall regularly report to the Board regarding the number of students who have fulfilled all local and state graduation requirements except for the passage of the exit exam and the resources that have been offered to such students.~~

### **Certificates of Completion**

~~Students who have passed all the district's course requirements by the end of their senior year but are unable to pass the high school exit exam shall receive a certificate of completion.~~

~~The Superintendent or designee shall regularly report to the Board regarding the number of students receiving a certificate of completion and the resources that have been offered to such students.~~

#### *Legal Reference:*

##### EDUCATION CODE

~~35186 Williams Uniform Complaint Procedures~~

~~37252 Supplemental instructional programs~~

~~37254 Supplemental instruction based on failure to pass exit exam by end of grade 12~~

~~37254.1 Required student participation in supplemental instruction~~

~~47612 Enrollment in charter school~~

~~48200 Compulsory attendance~~

~~48412 Certificate of proficiency~~

~~48430 Continuation education schools and classes~~

~~48645.5 Acceptance of coursework~~

~~48980 Required notification at beginning of term~~

~~49701 Interstate Compact on Educational Opportunity for Military Children~~

~~51224 Skills and knowledge required for adult life~~

~~51224.5 Algebra instruction~~

~~51225.1 Exemption from district graduation requirements~~

~~51225.2 Pupil in foster care defined; acceptance of coursework, credits, retaking of course~~

51225.3 *High school graduation*  
51225.35 *Mathematics course requirements; computer science*  
51225.36 *Instruction in sexual harassment and violence; districts that require health education for graduation*  
~~51225.3 Requirements for graduation~~  
51225.5 *Honorary diplomas; foreign exchange students*  
51228 *Graduation requirements*  
51240-51246 *Exemptions from requirements*  
51250-51251 *Assistance to military dependents*  
51410-51412 *Diplomas*  
51420-51427 *High school equivalency certificates*  
51450-51455 *Golden State Seal Merit Diploma*  
51745 *Independent study restrictions*  
~~52378 Supplemental school counseling program~~  
56390-56392 *Recognition for educational achievement, special education*  
60850-60859 *High school exit examination*  
56390-56392 *Recognition for educational achievement, special education*  
60851.5 *Suspension of high school exit examination*  
60851.6 *Retroactive diploma; completion of all graduation requirements except high school exit examination*  
66204 *Certification of high school courses as meeting university admissions criteria*  
67386 *Student safety; affirmative consent standard*  
CODE OF REGULATIONS, TITLE 5  
1600-1651 *Graduation of students from grade 12 and credit toward graduation*  
COURT DECISIONS  
O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452

*Management Resources:*

WEB SITES

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

California Department of Education, California High School: <http://www.cde.ca.gov/ta/tg/hs>

University of California, List of Approved a-g Courses:

<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

Policy Adopted: ~~06/13/2012~~ 04/13/2016

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California



## Educational Services

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

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

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

**BOARD MEETING DATE:** April 13, 2016

**BOARD AGENDA ITEM:** Board Policy 6173

### EDUCATION FOR HOMELESS CHILDREN

**BACKGROUND:** Updated policy reflects new law (AB 104) which adds homeless students as a “numerically significant student subgroup” whose needs must be addressed in the district’s local control and accountability plan and adds material on program evaluation. Section on “Transportation” moved to AR.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the proposed revisions to BP 6173.

**FUNDING:** No funding implications.

**EDUCATION FOR HOMELESS CHILDREN**

The Board of Trustees desires to ensure that homeless students have access to the same free and appropriate public education provided to other students within the district. The district shall provide homeless students with access to education and other services necessary for these students to meet the same challenging academic standards as other students.

*(cf. 6011 – Academic Standards)*

Homeless students shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way.

*(cf. 3553 - Free and Reduced Price Meals)*

The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.

*(cf. 5111.13 - Residency for Homeless Children)*

When there are at least 15 homeless students in the district or a district school, the district's local control and accountability plan (LCAP) shall include goals and specific actions to improve student achievement and other outcomes of homeless students. (Education Code 52052, 52060)

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

**Transportation**

~~The district shall provide transportation for a homeless student to and from his/her school of origin when the student is residing within the district and the parent/guardian requests that such transportation be provided. If the student moves outside of district boundaries, but continues to attend his/her school of origin within this district, the Superintendent or designee shall consult with the superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)~~

~~*(cf. 3250 – Transportation Fees)*~~

~~*(cf. 3541 – Transportation Routes and Services)*~~

**Legal Reference:****EDUCATION CODE**

~~1980-1986 County community schools~~

2558.2 *Use of revenue limits to determine average daily attendance of homeless children*

39807.5 *Payment of transportation costs by parents*

48850 *Educational rights; participation in extracurricular activities*

48852.5 *Notice of educational rights of homeless students*

48852.7 *Enrollment of homeless students*

48915.5 *Recommended expulsion, homeless student with disabilities*

48918.1 *Notice of recommended expulsion*

51225.1-51225.3 *Graduation requirements*



*52060-52077 Local control and accountability plan*

*CODE OF REGULATIONS, TITLE 5*

*4600-4687 Uniform complaint procedures*

*UNITED STATES CODE, TITLE 42*

*11431-11435 McKinney-Vento Homeless Assistance Act*

Management Resources:

*CALIFORNIA CHILD WELFARE COUNCIL*

*Partial Credit Model Policy and Practice Recommendations*

*CALIFORNIA DEPARTMENT OF EDUCATION*

*Homeless Education Dispute Resolution Process, January 30, 2007*

*NATIONAL CENTER FOR HOMELESS EDUCATION PUBLICATIONS*

*Homeless Liaison Toolkit, 2013*

*U.S. DEPARTMENT OF EDUCATION GUIDANCE*

*Education for Homeless Children and Youth Program, Non-Regulatory Guidance, July 2004*

*WEB SITES*

*California Child Welfare Council: <http://www.chhs.ca.gov/Pages/CChildWelfareCouncil.aspx>*

*California Department of Education, Homeless Children and Youth Education:*

*<http://www.cde.ca.gov/sp/hs/cy>*

*National Center for Homeless Education at SERVE: <http://www.serve.org/nche>*

*National Law Center on Homelessness and Poverty: <http://www.nlchp.org>*

*U.S. Department of Education: <http://www.ed.gov/programs/homeless/index.html>*

Policy Adopted: ~~12/13/06~~ 04/13/2016

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California



## Educational Services

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

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

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

**BOARD MEETING DATE:** April 13, 2016

**BOARD AGENDA ITEM:** Board Policy 6179

### SUPPLEMENTAL INSTRUCTION

**BACKGROUND:** Policy updated to delete material requiring supplemental instruction to be provided to students in grades 7-12 who do not demonstrate sufficient progress toward passing the high school exit exam as the exit exam is suspended through the 2017-18 school year pursuant to new law (SB 172).

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the proposed revisions to BP 6179.

**FUNDING:** No funding implications.



**SUPPLEMENTAL INSTRUCTION**

The Board of Trustees recognizes that high-quality supplemental instructional programs can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills. **The district shall offer programs of direct, systematic, and intensive supplemental instruction to meet student needs. Supplemental instruction shall be offered in accordance with law and may be used to assist the district in meeting its goals for student achievement.**

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

*(cf. 5113.1 - Chronic Absence and Truancy)*

*(cf. 5147 - Dropout Prevention)*

*(cf. 5149 - At Risk Students)*

*(cf. 6011 - Academic Standards)*

*(cf. 6146.1 - High School Graduation Requirements)*

*(cf. 6146.5 - Elementary/Middle School Graduation Requirements)*

*(cf. 6164.5 - Student Success Teams)*

Supplemental instructional programs may be offered outside the regular school day. Such programs may be offered during the summer, before school, after school, on Saturday, and/or during intersessions. **When supplemental instruction is offered during the regular school day, it shall not supplant the student's instruction in the core curriculum areas or physical education.** ~~(Education Code 37252, 37252.2)~~

*(cf. 5148.2 - Before/After School Programs)*

*(cf. 6111 - School Calendar)*

*(cf. 6112 - School Day)*

*(cf. 6142.7 - Physical Education and Activity)*

*(cf. 6176 - Weekend/Saturday Classes)*

*(cf. 6177 - Summer School Learning Programs)*

~~The district shall offer direct, systematic, and intensive supplemental instruction for students in grades 2-8 who have been retained or recommended for retention pursuant to Education Code 48070.5. (Education Code 37252.2)~~

~~*(cf. 5123 - Promotion/Acceleration/Retention)*~~

~~The district shall offer direct, systematic, and intensive supplemental instruction for students in grades 7-8 who do not demonstrate "sufficient progress" toward passing the state exit examination required for high school graduation. (Education Code 37252, 60851)~~

~~*(cf. 6162.52 - High School Exit Examination)*~~

~~"Sufficient progress" shall be determined based on a student's results on the state Standardized Testing and Reporting assessments and the minimum levels of proficiency recommended by the State Board of Education.~~

~~*(cf. 6162.51 - Standardized Testing and Reporting Program)*~~

~~Whenever the district or a district school receiving federal Title I funds has been identified by the California Department of Education for program improvement for two or more years, supplemental educational services shall be provided in accordance with law to eligible students from low income families. (20 USC 6316)~~

~~(cf. 0520.2 Title I Program Improvement Schools)~~

~~(cf. 0520.3 Title I Program Improvement Districts)~~

## **Instruction**

BP 6179(b)

~~As funding, facilities, and staffing permit, supplemental instruction may be offered to: (Education Code 41505-41508)~~

- ~~1. Students in grades 2-6 who have been identified as being at risk of retention pursuant to Education Code 48070.5~~
- ~~2. Students in grades 2-6 who have been identified as having a deficiency in mathematics, reading, or written expression based on the results of the Standardized Testing and Reporting Program~~
- ~~3. Students in grades K-8 who seek enrichment in mathematics, science, or other core academic areas designated by the Superintendent of Public Instruction~~

~~(cf. 6143 Courses of Study)~~

- ~~4. Students in grades K-4 who need or desire intensive reading opportunities that meet standards for a research-based comprehensive reading program, including appropriate support to address the needs of English language learners~~

~~(cf. 6142.91 Reading/Language Arts Instruction)~~

~~(cf. 6174 Education for English Language Learners)~~

~~In order to receive state funding for any of the purposes listed in items #1-4 above, the school site council shall develop and submit to the Board for approval, a single plan for student achievement in accordance with law, Board policy, and administrative regulation. (Education Code 41507)~~

~~(cf. 0420 School Plans/Site Councils)~~

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

*(cf. 1020 - Youth Services)*

When determined to be necessary by the principal or designee, a student may be required to participate in supplemental instruction outside the regular school day. In such cases, written parent/guardian consent shall be obtained for the student's participation.

Supplemental instruction shall be offered to:

1. Students in grades 2-9 who have been retained or recommended for retention at their current grade level (Education Code 37252.2, 48070.5)

(cf. 5123 - Promotion/Acceleration/Retention)

2. Eligible students from low-income families whenever the district or a district school receiving federal Title I funds has been identified by the California Department of Education for program improvement for two or more consecutive years (20 USC 6316)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.3 - Title I Program Improvement Districts)

Legal Reference:

EDUCATION CODE

37200-37202 School calendar

37223 Weekend classes

37252-37253.5 Supplemental instruction

42238.01-42238.07 Local control funding formula

41505-41508 Pupil Retention Block Grant

42239 Supplemental instruction, apportionments

44259 Comprehensive reading program

46100 Length of school day

48070-48070.5 Promotion and retention

48200 Compulsory education

48985 Translation of notices

51210 Courses of study, elementary schools

51220 Courses of study, secondary schools

52060-52077 Local control and accountability plan

60603 Definitions, core curriculum areas

60640-60648 Standardized Testing and Reporting Program

60640-60649 California Assessment of Student Performance and Progress

60850-60859 High school exit examination, especially:

60851.5 Suspension of high school exit examination

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

37252.8 Students in grades 2-6 intensive supplemental instruction

37253 Supplemental instruction in mathematics, science and other core areas

52012 Establishment of school-site council

52014-52015 School plans

53025-53031 Intensive reading instruction

53091-53094 Intensive algebra instruction

CODE OF REGULATIONS, TITLE 5

11470-11472 Summer school

UNITED STATES CODE, TITLE 20

6316 Program improvement schools and districts

Management Resources:

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Supplemental Educational Services, August 22, 2003 January 14, 2009

Innovations in Education: Creating Strong Supplemental Educational Services Programs, May 2004

WEB SITES

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

*California Department of Education: <http://www.cde.ca.gov>  
U.S. Department of Education: <http://www.ed.gov>*

Regulation Approved: ~~12/13/06~~04/13/2016 ORCUTT UNION SCHOOL DISTRICT  
Orcutt,



## ***Los Olivos School District***

2540 Alamo Pintado Avenue  
PO Box 208 • Los Olivos • Ca 93441  
Phone: (805) 688-4025  
Fax: (805) 688-4885

### **Interdistrict Attendance Agreement**

1. **Parties.** The parties to this interdistrict attendance agreement (hereinafter referred to as the Agreement) are the Governing Boards of Orcutt Union School District and Los Olivos Elementary 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.**
  - **Between ORCUTT and LOS OLIVOS**  
During the time period of this agreement, Los Olivos Elementary School District agrees not to accept any new transfer students from Orcutt other than the children of LOESD employees and the siblings of students currently

attending on interdistrict transfer agreements. Orcutt Union School District agrees to a very limited release of students as follows:

- Transfer students returning to Los Olivos Elementary
- Siblings of those student named above, and
- Children of LOESD employees.

4. **Term.** This agreement is effective only for the period July 1, 2016, through June 30, 2017.

**IN WITNESS WHEREOF** the parties to this agreement have caused the agreement to be signed on their behalf by the Superintendent of each school district.

FOR ORCUTT UNION SCHOOL DISTRICT

By: \_\_\_\_\_  
Deborah Blow, Superintendent

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

FOR LOS OLIVOS ELEMENTARY SCHOOL DISTRICT

By:  \_\_\_\_\_  
Bridget Baublits, Superintendent

Date: 3/16/16



## HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Deborah Blow  
Superintendent

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

**BOARD MEETING DATE:** April 13, 2016

**BOARD AGENDA ITEM:** Classified Lay-offs as a Result of Lack of Work and/or Lack of Funds – Resolution 2015/2016 No. 11

**BACKGROUND:** The 2016/2017 school year will result in a reduction in personnel for lack of work and/or funding. The following positions will be reduced or laid off:

- (5) part time PE Instructional Assistants
- (4) part time Bus Attendants
- (1) part time Driver

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 2015/2016 No. 11, a reduction in classified positions for lack of work and/or lack of funds effective June 11, 2016.



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

**2015/2016 RESOLUTION NO. 11**

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 13, 2016

BOARD OF TRUSTEES  
ORCUTT UNION SCHOOL DISTRICT

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Lizabeth Phillips, Board President



ORCUTT UNION SCHOOL DISTRICT  
EXHIBIT A TO 2015/2016 RESOLUTION NO. 11

<u>SERVICES OR PROGRAMS TO BE ELIMINATED OR REDUCED</u>	POSITIONS FTE
Eliminate (4) part-time Bus Attendants	1.7950
Eliminate (1) part-time Driver	.0958
Eliminate (5) part-time PE Instructional Assistants	1.6000
Total	3.4908

# Orcutt Union School District

## 2015/2016 Resolution No.12 Classified School Employees Week

**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 15-21, 2016 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 13<sup>th</sup> day of April 2016.

Ayes:

\_\_\_\_\_  
President

Noes:

Absent:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

# Orcutt Union School District

2015/2016 Resolution No.13  
Day of the Teacher  
May 11, 2016

**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 11, 2016, 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 13<sup>th</sup> day of April, 2016.

Ayes:

\_\_\_\_\_  
President

Noes:

Absent:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



## HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Deborah Blow  
Board of Trustees

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

**BOARD MEETING DATE:** May 11, 2016  
2015-16 Resolution No. 14

**BOARD AGENDA ITEM:** Declaration of Need

**BACKGROUND:** The District has a need to submit the Declaration of Need for Fully Qualified Educators for the 2016-17 school year as follows: Four (4) Emergency CLAD Permits and two (2) Resource Specialist Emergency Permits and six (6) Limited Assignment Permits.

**RECOMMENDATION:** Staff recommends that the Board of Trustees adopt a Declaration of Need for Fully Qualified Educators certifying that the District has the need for issuance of four (4) Emergency CLAD permits and two (2) Resource Specialist Emergency Permits and six (6) Limited Assignment Permits during the 2016-17 school year.

**FUNDING:** N/A





## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2016-17  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Orcutt Union School District District CDS Code: 42-69260-00000  
 Name of County: Santa Barbara County CDS Code: 42-10421-00000

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 11 / 16 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2017.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Dr. Deborah Blow</u>		<u>District Superintendent</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>805-938-8920</u>	<u>805-938-8907</u>	<u>05/01/2016</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>500 Dyer Street, Orcutt, CA 93455</u>		
<small>Mailing Address</small>		
<u>dblow@orcutt-schools.net</u>		
<small>E-Mail Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_  
 Name of State Agency \_\_\_\_\_  
 Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_/\_\_\_/\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	4
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input checked="" type="checkbox"/> Resource Specialist	2
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	2
Special Education	2
TOTAL	12

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?

Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university internship program?

Yes  No

If yes, how many interns do you expect to have this year? 2-3

If yes, list each college or university with which you participate in an internship program.

Brandman (Chapman) University, University of LaVerne

CalTeach

University of Phoenix, National University

If no, explain why you do not participate in an internship program.

\_\_\_\_\_  
\_\_\_\_\_