

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, May 14, 2014
Public Session – **6:45 P.M.**
Closed Session Following
Instructional Media Center
500 Dyer Street Building H, Orcutt, CA 93455

CALL TO ORDER PUBLIC SESSION 6:45 P.M.

PUBLIC COMMENT ANNOUNCEMENT

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

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

- A. Pledge of Allegiance
- B. Superintendent's Report
An opportunity for the Superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities such as curriculum/instructional updates, timely events/information, and district activities.
 - 1. PTA/PTSA Recognition
- C. Adjourn to PTA/PTSA Reception
- D. Reconvene to Public Session – **District Office Board Room**
Superintendent's Report Continued
 - 2. OCAF
 - 3. LCAP Draft
- 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.

G. Public Hearing – None

CONSENT AGENDA ITEMS

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

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of April 9, 2014
- E. Minutes, Special Meeting of April 17, 2014
- F. Minutes, Special Curriculum Meeting of April 30, 2014
- G. Interdistrict Attendance Agreement Requests 2013/2014
- H. Interdistrict Attendance Agreement Requests 2014/2015
- I. Classified Management Salary Schedule
- J. Surplus Item

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Acceptance of Gifts

Ralph Dunlap School received a copy of the book "The One and Only Ivan" donated by The Rotary Club of Santa Maria in the name of Jim Bray, Orcutt Historian.

Alice Shaw School received a donation of \$40 from Melissa Leeds for garden supplies and a donation of school beautification supplies (estimated \$2500) from Comcast Cable for Comcast Cares Day.

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Rotary Club of Santa Maria, Melissa Leeds and Comcast Cable.

Moved _____ Second _____ Vote _____

2. 2013/2014 Resolution No. 13, Order of Election

It is recommended that the Board of Trustees adopt 2013/2014 Resolution No. 13, Order of Election, as submitted.

Moved _____ Second _____ Vote _____

3. 2013/2014 Resolution No. 14, Candidates' Statements

It is recommended that the Board of Trustees adopt 2013/2014 Resolution No. 14, Candidates' Statements, as submitted.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. 2013/2014 Resolution No. 11, Fund Balance GASB 54

Staff recommends that the Board of Trustees adopt 2013/2014 Resolution No. 11, Fund Balance GASB 54, as submitted.

Moved _____ Second _____ Vote _____

2. Purchase of Leased 2011 Toyota Corolla

Staff recommends that the Board of Trustees approve the purchase of the 2011 Toyota Corolla for the amount of \$11,088 plus license tax and registration.

Moved _____ Second _____ Vote _____

3. Award Bid for Orcutt Academy High School Kitchen Remodel

It is recommended that the Board of Trustees award the bid for kitchen remodel to KJ Kain Company, Inc., for \$136,500 as the lowest responsive bid with additional 10% contingencies in the amount of \$13,650 for a grand total of \$150,150.

Moved _____ Second _____ Vote _____

4. Server/Data Storage Infrastructure Project

Staff recommends that the Board of Trustees approve this project and the lowest quote by vendor, Virtual Graffiti with a project total of \$45,096, as submitted.

Moved _____ Second _____ Vote _____

C. CURRICULUM

1. California Department of Education Library Survey

In compliance with California Education Code §18122, the Board of Trustees is being informed of the district's completion of this requirement.

Moved _____ Second _____ Vote _____

2. Board Policy 0410, Nondiscrimination in District Programs and Activities

It is recommended that the Board of Trustees adopt Board Policy 0410, Nondiscrimination in District Programs and Activities for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

3. Board Policy 5145.3, Nondiscrimination/Harassment

It is recommended that the Board of Trustees adopt Board Policy 5145.3, Nondiscrimination/Harassment for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

4. Board Policy 6145.2, Athletic Competition

It is recommended that the Board of Trustees adopt Board Policy 6145.2, Athletic Competition for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

D. PERSONNEL

1. 2013/2014 Resolution No. 10, Declaration of Need

It is recommended that the Board of Trustees adopt 2013/2014 Resolution No. 10, Declaration of Need for Fully Qualified Educators certifying that the District has the need of issuance of four (4) Emergency CLAD Permits and two (2) Resource Specialist Emergency Permits and six (6) Limited Assignment Permits during the 2014/2015 school year.

Moved _____ Second _____ Vote _____

2. Approval of Superintendent Contract – Dr. Deborah Blow

It is recommended that the Board of Trustees approve the contract for Dr. Deborah Blow, Superintendent, subject to the site visit on May 12, 2014.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Board Financial Report
2. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, June 11, 2014, beginning with Public Session beginning at 6:45 p.m. in the Instructional Media Center, 500 Dyer Street, Orcutt, CA.

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO PUBLIC SESSION

- A. Public Report on Action Taken in Closed Session


ADJOURN

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

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

Classified Personnel Action Report
May 14, 2014

TO: Bob Bush, Superintendent

SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources 

SUBJECT: Recommendations for Board Approval

SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Campus Connection	Child Care Assistant		05/06/14-05/16/14	Request Unpaid Leave of Absence
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
	Occupational Therapist	\$30.00/hr	06/17/14-07/15/14	Extended School Year
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
	Nurse	\$45.00/hr	06/30.14-07/15/14	Extended School Year
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Lakeview Jr. High	Inst Assistant I		04/18/14	Resignation
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
MOT	Utility Worker	\$19.12/hr	06/16/14-08/08/14	Temporary Assignment
Pupil Services	Inst Assistant I	\$10.56/hr	05/09/14	Substitute
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment

Classified Personnel Action Report
May 14, 2014

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

SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Transportation	Bus Driver	\$14.98/hr		Substitute
MOT	Utility Worker	\$12.36/hr		Substitute
Joe Nightingale	Inst Assistant II		04/18/14	Resignation
Campus Connection	Child Care Assistant	\$11.70/hr	06/16/14-08/08/14	Summer Camp
	Clerical	\$13.66/hr	Not to Exceed 200 Hours	Extended School Year
MOT	Utility Worker	\$19.12/hr	06/16/14-08/08/14	Temporary Assignment
Child Nutrition	Child Nutrition Production Lead		05/30/14	Retirement - Request Participation in Classified Retirement Incentive Program
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$12.28/hr	06/16/14-06/30/14	Summer Camp
Campus Connection	Child Care Assistant	\$12.90/hr	07/01/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Joe Nightingale	Inst Assistant II		04/18/14	Resignation
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$19.12/hr	06/16/14-08/08/14	Temporary Assignment

Classified Personnel Action Report
May 14, 2014

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

SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
Campus Connection	Child Care Coordinator	\$18.20/hr	06/16/14-08/08/14	Summer Camp
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$12.28/hr	06/16/14-06/30/14	Summer Camp
Campus Connection	Child Care Assistant	\$12.90/hr	07/01/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$9.45/hr		Substitute
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
Central Kitchen	Child Nutrition Worker	\$11.41/hr	04/14/14	Permanent/Probationary
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year

Classified Personnel Action Report
May 14, 2014

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

SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
Pine Grove	Custodian		06/04/14-06/08/14	Request Military Leave of Absence
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$11.14/hr	06/16/14-06/30/14	Summer Camp
Campus Connection	Child Care Assistant	\$11.70/hr	07/01/14-08/08/14	Summer Camp
MOT	Utility Worker	\$19.12/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp
MOT	Director, MOT	\$83,850/yr	04/17/14	Promotion
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$19.12/hr	06/16/14-08/08/14	Temporary Assignment
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
MOT	Utility Worker	\$14.40/hr	06/16/14-08/08/14	Temporary Assignment
	Inst Assistant	\$13.64/hr	06/17/14-07/15/14	Extended School Year
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
MOT	Utility Worker	\$14.98/hr	06/16/14-08/08/14	Temporary Assignment
Campus Connection	Child Care Assistant	\$14.22/hr	06/16/14-08/08/14	Summer Camp

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Robert Bush
District Superintendent

FROM: Don Nicholson
Assistant Superintendent, Human Resources

DATE: Board Meeting of May 14, 2014

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Lakeview	Hourly	3/27/14	Smarter Balanced, 2 hrs
Lakeview	Extra Duty	3/12-3/17/14	Basketball Supervisor, 2 games
Shaw	V-20	2014-15	Job Share, 50%
Lakeview	VI-20	6/30/2014	Release of Position
District	VI-20	2014-15	TOSA, Common Core, 100%
District	Extra Duty	3/4-3/14/14	Home & Hospital, 6 hrs
Dunlap	V-11	2014-15	Request Job Share, 50%
District Nightingale	Hourly	3/3-3/31/14	Home & Hospital, 21.5 hrs ELD, 82.5 hrs
Pine Grove	IV-20	2014-15	Job Share, 60%
Lakeview	Extra Duty	3/17/14	Basketball Supervisor, 1 game
District	Hourly	3/3-3/31/14	Band, 17 hrs
District	Extra Duty	3/3-3/28/14	Home & Hospital, 12 hrs
Lakeview		3/19-3/24/14	Homework Club, 2 hrs
Olga Reed	Hourly	3/3-3/31/14	Administrative Support, 72 hrs
Shaw	Extra Duty	3/17-3/25/14	Compass Learning, 4 hrs
Lakeview	Extra Duty	3/11-3/18/14	Detention, 2 hrs
		3/17/14	Homework Club, 1 hr
		3/12/14	Basketball Supervisor, 1 game
District	Hourly	3/6-3/12/14	Tech Support, 4 hrs
District	VI-20	2014-15	TOSA, ELD 70%
Orcutt	Extra Duty	3/19/14	Covered during prep, 1 hr

*To be prorated

SCHOOL	CLASS/STEP	EFFECTIVE DATE	ACTION INFORMATION
Lakeview	Extra Duty	3/3/14	Basketball Supervisor, 1 game
District	Daily	3/20-3/25/14	Sub Principal, 3 days
District	Hourly	3/3-3/31/14	Home & Hospital, 21.25 hrs
Lakeview	VI-15	2014-15	Request Unpaid Leave of Absence (maternity)
Orcutt	Extra Duty	3/19/14	Covered during prep, 1 hr
Shaw	Extra Duty	3/31/14	Compass Learning, 1 hr
District Olga Reed	Extra Duty	3/3-3/28/14 3/11/14	Home & Hospital, 18 hrs Basketball Supervisor, 1 game
District	Daily	4/7-4/9/14	Physical Fitness Testing, 3 days
District	Hourly	3/7-3/31/14	Common Core, 18.5 hrs
District	Extra Duty	3/3-3/10/14	Home & Hospital, 4 hrs
Patterson	V-20	2014-15	Job Share, 50%
Orcutt	III-13	2014-15	Part-Time Contract, 80%
Orcutt	V-19 Extra Duty	2014-15 2/18-3/24/14	Additional .20 FTE Basketball Supervisor, 7 games
Shaw	V-2	8/18/2014	Temporary Contract, 50%
District	V-20	2014-15	TOSA, Common Core, 100%
Lakeview	V	7/1/2014	Principal Cell Phone Reimbursement Mileage Reimbursement
Shaw	V-17	2014-15	Job Share, 50%
Patterson	IV-13	8/18/2014	Temporary Contract, 50%
Lakeview	Extra Duty	3/26-3/31/14	Homework Club, 2 hrs
Patterson	V-19	2014-15	Job Share, 50%
Patterson	V-20	2014-15	Job Share, 50%
District	Hourly	3/12-3/31/14	Common Core, 22 hrs
Lakeview	Extra Duty	3/3/14	Homework Club, 1 hr
Patterson	V-7	6/13/2014	Release from long term substitute assignment

*To be prorated

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Orcutt	V-19	2014-15	Part-Time Contract, 80%
Lakeview	Extra Duty	3/4-3/14/14 3/12-3/17/14	Covered during prep, 2 hrs Basketball Supervisor, 2 games
Dunlap	III-1	6/13/2014	Release, Non-Re-Election
Orcutt	VI-20	8/18/2014	Temporary Contract, 20%
District	Hourly	3/27-3/31/14	Smarter Balanced, 4 hrs
Olga Reed	Extra Duty	3/11/14	Basketball Supervisor, 1 game
Orcutt	Extra Duty	2/18-3/24/14	Basketball Supervisor, 7 games
District	Extra Duty	3/3-3/28/14	Home & Hospital, 19 hrs
District	Hourly	3/27/14	Smarter Balanced, 2 hrs
District	Hourly	3/17-3/31/14	Common Core, 17.5 hrs
Pine Grove	VI-20	2014-15	Job Share, 40%
District	Prep Daily	4/1-7/15/2014	ESY Administrator, 20 days plus prep time
District	Hourly	3/27/14	Smarter Balanced, 2 hrs
District	Hourly	3/27/14 3/4-3/6/14	Smarter Balanced, 4 hrs NWEA, 7.75 hrs
Lakeview	Extra Duty	3/5-3/12/14	Homework Club, 3 hrs
Orcutt	Extra Duty	3/20/14 2/18-3/24/14	Covered during prep, 1 hr Basketball Supervisor, 7 games
District	Hourly	3/4-3/27/14	Beginning Strings, 13.5 hrs
District	Hourly	3/27-3/31/14	Smarter Balanced, 4 hrs
District	Hourly	3/31/14	Common Core, 1.5 hrs
District	Extra Duty	3/3-3/28/14	Home & Hospital, 19.5 hrs
District Orcutt	Extra Duty	3/3-3/27/14 3/5-3/19/14 3/4-3/27/14	Home & Hospital, 37 hrs Covered during prep, 2 hrs Detention, 10 hrs
Lakeview	VI-19 Extra Duty	2014-15 1/27-3/20/14	Part-Time Contract, 60% Afternoon IEP, 2 hrs
Lakeview	Extra Duty	3/3-3/17/14	Basketball Supervisor, 4 games
Olga Reed	Hourly	3/3-3/31/14	ELD, 19 hrs

*To be prorated

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Orcutt	Daily Daily	6/13/2014 4/2-4/3/14	Release from long term substitute assignment Shadow for L/T Assign, 2 days
District	Hourly	3/27/14	Smarter Balanced, 2 hrs
Dunlap	Daily	3/12-3/13/14	Shadow for Long Term Assignment, 1 day

*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
April 9, 2014**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, April 9, 2014 beginning with Dr. Peterson calling Public Session to order at 6:45 p.m. Members Present: Phillips, Peterson, Hatch and Buchanan. Absent: Zilli. Administrators Present: Bush, Ochej, Nicholson and Edds. Absent: None. It was moved by Bob Hatch, seconded by Rob Buchanan and carried to adjourn to Closed Session at 6:47 p.m.

RECONVENE TO PUBLIC SESSION

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

SUPERINTENDENT'S REPORT

OCAF Executive Director, Hannah Rubalcava reported that several performances are underway. The Glee Club had a performance at Joe Nightingale last night. Upcoming events include a strings performance and a performance by Mrs. Degner's class. OCAF funded a mini-grant for Mrs. Degner's class to attend *Mary Poppins* at PCPA. They will perform songs from *Mary Poppins* and a play which they wrote. The OAHS students are working on tiles for the Union Valley Overpass. Preparations are underway for Summer Session of the Orcutt Arts Academy and work is already begun on the Old Towne Chalk Festival.

Alice Shaw Principal, Jeneé Severance introduced some members of the track team along with Coach Bob Severance. Coach Severance expressed his enjoyment in working with the students and the students shared with the Board some of their experiences.

Holly presented the draft LCAP Goals. Each goal reflects how it relates to the state and local priorities as well the Orcutt Union School District Board Goals. Goal #10 has been eliminated as it is already reflected in Goal #1. These goals are a work in progress and she will be bringing more information to the Curriculum Meeting on April 30th.

Don Nicholson announced that he and CSEA President, Brad Gitchell have met and are ready to begin another positive round of negotiations.

Marysia reported that the Waiver for the Los Alamos Library has been placed on the State Board of Education's consent calendar. Both Congresswoman Lois Capps and Senator Hannah-Beth Jackson will be writing letters of support for the project. Bell Street Farm in Los Alamos has agreed to underwrite the landscaping.

PUBLIC COMMENT

Monique Segura, OEA President, reported that OEA has received 11 dependent applications for scholarships and 14 applications for the OAHS scholarship. OEA will again be visiting each school during Teacher Appreciation Week with lunch catered by Cielito Lindo. Holly will be attending the upcoming OEA meeting to answer LCAP questions. Monique said that some of the OEA membership has concerns regarding the cost items that are being presented for approval on the agenda.

Pat Brickey thanked the track team coaches for providing a great program for the children. He also commented on parking lot safety at Lakeview Jr. High and the need to better secure the campus.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Interdistrict Attendance Agreement Requests 2013/2014
- E. Minutes, Special Meeting of March 11, 2014
- F. Minutes, Regular Meeting of March 12, 2014
- G. Minutes, Special Meeting of March 18, 2014

H. Minutes, Special Meeting of April 1, 2014

I. Surplus Property

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

ITEMS SCHEDULED FOR ACTION

Gifts

It was moved by Bob Hatch, seconded by Liz Phillips and carried to accept the gifts and directed that a letter of acceptance and appreciation be forwarded to Mark and Cherie Smith, Dr. and Mrs. Alford, Denise Davis representing Olga Reed PFT and the Santa Barbara International Film Festival. .

Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

Business

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve the Sierra School Equipment proposal in the amount of \$47,185.20 for replacement of the Ralph Dunlap and Patterson Road stages. Ayes: Hatch, Peterson, Buchanan Noes: Phillips Absent: Zilli

It was moved by Liz Phillips, seconded by Bob Hatch and carried to authorize travel expenses to the National School Nutrition Conference in Boston, MA for Child Nutrition Director Janette Wesch. .

Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve the purchase of a 2015 Bluebird All American Bus for \$156,465.77. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

It was moved by Bob Hatch, seconded by Rob Buchanan and carried to approve the Ruckus Wireless quote and Piggyback Contract #525839 of \$66,879.40 including tax and shipping. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to award the contract for Preventative Maintenance for Sealing and Striping to Toste Paving in the amount of \$34,425. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

Human Resources

Bob Hatch read 2013/2014 Resolution No. 8, recognizing Classified Employees' Week to the audience. It was moved by Bob Hatch, seconded by Rob Buchanan and carried to adopt 2013/2014 Resolution No. 8, Classified Employees Week, May 18-24, 2014 as presented. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

Liz Phillips read 2013/2014 Resolution No. 9, recognizing the Day of the Teacher to the audience. It was moved by Liz Phillips, seconded by Rob Buchanan and carried to adopt 2013/2014 Resolution No. 9, Day of the Teacher as presented. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

It was moved by Liz Phillips, seconded by Rob Buchanan and carried to approve the 2014/2015 elementary and junior high school calendars, as submitted. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

It was moved by Bob Hatch, seconded by Liz Phillips and carried to adopt 2013/2014 Resolution No. 7, Classified Layoffs, as presented. Ayes: Hatch, Peterson, Phillips, Buchanan Absent: Zilli

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

The Williams Valenzuela Uniform Complaint Report was presented with no complaints to report. The Board Financial Report was presented for information/discussion. Marysia reported that all items were within budget.

The Board directed staff to follow up on the Lakeview Jr. High security issues and the powering off of computers.

Mr. Hatch reported that he sat on the Santa Barbara County Education Office Teacher of the Year selection panel and that he was impressed with the candidates and their commitment to Common Core. He will also be one of the Masters of Ceremonies at the *Education Celebration* event on May 8th.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, May 14, 2014 beginning with Closed Session at 6:45 p.m., Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

It was moved by Liz Phillips and seconded by Bob Hatch to adjourn the meeting at 8:00 p.m.

Bob Bush, Board Secretary

Robert Hatch, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL MEETING
April 17, 2014**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Thursday, April 17, 2014 beginning with Dr. Peterson calling Public Session to order at 7:30 a.m. The meeting was held at the Santa Maria Radisson Hotel, 3455 Skyway Drive, Santa Maria, CA. Rob Buchanan led the Pledge of Allegiance. Members present: Hatch, Buchanan, Peterson, Phillips and Zilli. Absent: None Also present: Phil Quon and Michael Escalante of Leadership Associates.

ADJOURN TO CLOSED SESSION

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to adjourn to Closed Session at 7:34 a.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 2:40 p.m. Dr. Peterson reported that no action was taken in Closed Session

ADJOURN

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to adjourn the meeting at 2:42 p.m.

Bob Bush, Board Secretary

Robert Hatch, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
April 30, 2014**

CALL TO ORDER

A special curriculum meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, April 30, 2014 beginning with Dr. Peterson calling Public Session to order at 6:00 p.m. Members Present: Peterson, Hatch and Zilli. Absent: Phillips and Buchanan. Administrators Present: Bush, Ochej, Nicholson and Edds. Absent: None. The Pledge of Allegiance was led by Bob Hatch.

SUPERINTENDENT'S REPORT

Lana Thomas gave the Board an update on support services for students. The Board had approved additional monies that are being used for increased services from Santa Maria Youth and Family and Fighting Back Santa Maria Valley. The *Check, Connect, Respect* program through Fighting Back Santa Maria Valley is being offered at each of the elementary schools. Santa Maria Youth and Family's services hours have expanded. Trauma focus is being implemented at the junior high schools with a significant number of cases being addressed.

Holly Edds presented an update of the LCAP Goals and distributed the OUSD LCAP Needs Assessment document. This document contains background information to be used in the development of the Local Control Accountability Plan (LCAP).

She also reviewed the Common Core Mathematics Standards and explained the changes and the challenges involved in transitioning students.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, May 14, 2014 beginning with Public Session at 6:45 p.m. in the Instructional Media Center, 500 Dyer Street Building H, Orcutt, CA.

ADJOURN

It was moved by Bob Hatch, seconded by Jan Zilli and carried to adjourn the Public Session at 7:13 p.m.

Bob Bush, Board Secretary

Robert Hatch, Clerk, Board of Trustees



ORCUTT UNION SCHOOL DISTRICT

INTERDISTRICT ATTENDANCE AGREEMENT REQUESTS

2013/2014 Academic School Year
Current Monthly Requests
May 14, 2014

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

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

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

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

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

Grade	AS		JN		OR		PR		PG		RD		LKV		OJH		Total	
	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A
K	8	1	15	5	2	0	4	4	5	4	3	2					37	16
1	11	6	8	4	1	0	3	1	2	2	5	2					30	15
2	8	6	10	4	0	0	8	0	4	1	6	5					36	16
3	8	2	15	4	1	0	5	4	8	4	5	2					42	16
4	9	4	12	2	4	0	6	0	3	6	6	3					40	15
5	11	3	18	3	1	0	9	1	4	4	11	3					54	14
6	11	6	17	4	1	0	7	1	9	2	2	2					47	15
7					2								25	14	25	4	52	18
8					0								42	13	19	8	61	21
Subtotal	66	28	95	26	12	0	42	11	35	23	38	19	67	27	44	12	399	146
Total	94		121		12		53		58		57		94		56		545	

ORCUTT UNION SCHOOL DISTRICT

Classified Management Salary Schedule

***Effective 2013/14**

	I	II	III	IV	V	VI	# of Days
Operations Supervisor	54,922	56,844	58,834	60,893	63,024	65,230	223
Director, Child Care Services	64,015	66,256	68,575	70,975	73,459	76,030	223
Director, Child Nutrition Services	64,015	66,256	68,575	70,975	73,459	76,030	223
Director, Fiscal Services	85,850	88,855	91,965	95,184	98,515	101,963	223
Director, MOT	83,850	86,785	89,822	92,966	96,220	99,588	223

Longevity - Annual

After 16 Years	\$	3,200
After 19 Years	\$	4,600
After 22 Years	\$	6,000
After 24 Years	\$	7,400

***Effective January 1, 2014**



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

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

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Surplus Item

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

Item	Description	Fixed Asset #
Truck #43	1990 Ford F350 Truck (Maintenance)	20020274

RECOMMENDATION: Staff recommends to surplus item as stated above.

FUNDING: N/A



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Ralph Dunlap Elementary School Date: 4/11/14

DONOR: Name: The Rotary Club of Santa Maria in the Name of Jim Bray, Orcutt Historian
Address: P.O. Box 1518 Santa Maria CA 93456
Phone No. _____

GIFT: Item Donated Book or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: Ralph Dunlap Library
General Description: Book- "the One and Only Ivan"
Model No.: _____ Condition: New Used
Value (estimated): _____
Purpose of Gift: Literacy project for 2013-14
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: _____

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

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

Acceptance Requested By (OUSD Staff Member): Carol J. Sutton
Acceptance Approved By (Administrator): Liz Herbstreith
RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

Please submit request to the Superintendent's Office.

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



Shaw Elementary School

759 Dahlia Place
Santa Maria, California 93455
Orcutt Union School District

Phone: (805) 938-8850

www.aliceshawschool.net

Fax: (805) 938-8899

Date: 04/28/14

Mr. Robert Bush
Superintendent &
The Board of Trustees
Orcutt Union School District
501 Dyer St.
Orcutt, CA 93455

Dear Mr. Bush and Board:

On behalf of Shaw Elementary School, I am requesting that the Board of Trustees accept a donation of wood sealer and sprayer, value of \$40.00, from Melissa Leeds for garden supplies.

This donation was used to for the garden at Shaw Elementary School . We thank Melissa Leeds and family for this donation and appreciate their support.

Sincerely,

Jenée Severance
Shaw Elementary School, Principal

Cc: Donor

Comcast Cable
Lori Herington
Education Project Coordinador
2500 Bates Avenue
Concord, CA 94520
925/349/3462



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 4/28/2014

DONOR: Name: Melissa Leeds
Address: 1951 Olive Drive SM 93455
Phone No. 805/588/4665

GIFT: Item Donated wood sealer/sprayer or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: Garden
General Description: wood sealer for planter boxes
Model No.: _____ Condition: New Used
Value (estimated): \$130.00
Purpose of Gift: weather prevention for new wood
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): Natalie Ortega / Office Manager
Acceptance Approved By (Administrator): _____

RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

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



Shaw Elementary School

759 Dahlia Place
Santa Maria, California 93455
Orcutt Union School District
www.aliceshawschool.net

Phone: (805) 938-8850

Fax: (805) 938-8899

Date: 04/28/14

Mr. Robert Bush
Superintendent &
The Board of Trustees
Orcutt Union School District
501 Dyer St.
Orcutt, CA 93455

Dear Mr. Bush and Board:

On behalf of Shaw Elementary School, I am requesting that the Board of Trustees accept a donation of school beautification supplies(estimated \$2500.00)from Comcast Cast Cable for Comcast Cares Day.

This donation was used to purchase garden supplies, wood, paint, wood chips, compost plants, trees and food for volunteers to beautify Alice Shaw School . We thank Comcast Cable for this donation and appreciate their support.

Sincerely,

Jenée Severance
Shaw Elementary School, Principal

Cc: Donor

Comcast Cable
Lori Herington
Education Project Coordinador
2500 Bates Avenue
Concord, CA 94520
925/349/3462



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 4/26/2014

DONOR: Name: Comcast Cable / Lori Herington, Education Project Manager
Address: 2500 Bates Avenue Concord, CA 94520
Phone No. 925-349-3462

GIFT: Item Donated wood, compost, bark, paint, food or Cash Donation \$ _____
(Fill in if money is donated)

Designated for: Comcast Cares days - school beautification

General Description: garden, planted plants and trees, paint, re-barking, wood, food and volunteers

Model No.: _____ Condition: New Used

Value (estimated): \$2,500.00 Supplies

Purpose of Gift: to beautify school

Will gift be purchased through Business Services Office? Yes No

Donor Conditions of Acceptance: _____

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

A. Will gift require installation? Yes No

B. What type of installation is required? _____

C. Will donor pay installation costs? Yes No

D. Will there be operating costs?
If yes, what type? Yes No

Acceptance Requested By (OUSD Staff Member): Natalie Ortega / Office Manager

Acceptance Approved By (Administrator): _____

RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

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



**SHAW ELEMENTARY SCHOOL
COMCAST CARES DAY
APRIL 26, 2014**



THANK YOU! COMCAST



New plants and barking. ↑

Beautiful reconstructed planting boxes, barking and plants for the garden area. ←

THANK YOU!
WHISPERING TREE NURSERY
FOR YOUR DISCOUNT ON PLANTS



Teacher
Ms. Collison
helping sod
flower beds.



Comcast and volunteers
helping spread and dis-
perse the bark.



Students playing on the
newly painted four square.



Garden Shed newly
painted and stained.



Alice Shaw
Student and sibling
volunteers
(Mason and Nevada)





THANK YOU!
COMCAST, SHAW
FAMILIES, AND
VOLUNTEERS

ORDER OF ELECTION

(Education Code Sections 5000, 5018, 5304, 5322)

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION & NOTICE TO CONSOLIDATE

WHEREAS, the regular biennial election of governing board members is ordered by law pursuant to section 5000 of the Education Code to fill offices of members of the governing board of Orcutt Union School District School/Community College District of Santa Barbara County; and

WHEREAS, pursuant to Section 5340 of the Education Code, said election must be consolidated with any other school or community college district governing board elections in the same area on the same day; and

WHEREAS, pursuant to section 10400 of the Elections Code, said election may be consolidated with other elections to be held on the same day;

NOW, THEREFORE, BE IT RESOLVED that William J. Cirone, Santa Barbara County Superintendent of Schools, call the election as ORDERED and in accordance with the designations contained in the following Specifications of the Election Order made under the authority of Education Code Sections 5304 and 5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, November 4, 2014

The purpose of the election¹ is to elect 3 members of the governing board of Orcutt Union School District ~~School/Community College District~~

² Indicate if any offices are for two-year terms: _____

IT IS FURTHER ORDERED that the clerk or secretary of the district shall deliver, not less than 123 days prior to the date set for the election, two copies of this Resolution and Order to the county superintendent of schools, and one copy to the officer conducting the election.³

THE FOREGOING RESOLUTION AND ORDER was adopted by a formal vote of the governing board of the Orcutt Union School District ~~School/Community College District~~ of Santa Barbara County, being the board authorized by law to make the designations therein contained, on May 14, 2014.

(Signed) _____
Clerk/Secretary of the Governing Board
Robert Hatch

Instructions

¹ If election is called under ECS 5018, insert:

Another purpose is whether the number of members of the governing board of _____ District shall be increased from three to five.

Another purpose of the election shall be to elect two additional members of the governing board of _____ District to serve if the above measure is approved.

² Indicate if any offices are for two-year terms (as opposed to four-year terms)

³ After the Order of Election is adopted by the board, the clerk or secretary should sign the Order and deliver two copies to the county superintendent of schools and one to the officer conducting the election not less than 123 days prior to the date set for the election (ECS 5322). One of these copies is to be delivered by the county superintendent to the county clerk or registrar of voters, with a copy of the Notice of Election, at least 124 days prior to the date of election (ECS 5324).

Orcutt Union School District

District Name

Candidates' Statements

WHEREAS, Section 13307 of the Elections Code of the State of California requires this board to adopt certain policies in regard to statements of candidates who run for office as members of the governing board of the district;

NOW, THEREFORE, BE IT RESOLVED that this governing board does hereby determine:

- That the cost of printing, handling, and mailing candidates' statements shall be charged to the:

Candidate

(Candidate or District)

- That the candidates' statement shall not exceed;

200

("200" OR "400" words)

- That candidates not be permitted to submit additional materials to be sent to the voter with the sample ballot.
- That the Registrar of Voters be directed to give a copy of these regulations to each candidate or his/her representative at the time that nomination documents are received.

BE IT FURTHER RESOLVED that these policies shall remain in full force and effect until rescinded by this Board.

PASSED AND ADOPTED by the Board of Directors of the _____

Orcutt Union School

District

this 14th day of May, 2014.

Ayes:

Noes:

Absent:

Secretary to the Board of Directors



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

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

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Fund Balance GASB 54 Resolution #11

BACKGROUND: School districts are required to implement General Accounting Standards Board (GASB) Statement No 54, which provides classification of fund balances and special revenue fund definitions. This action must be taken each year prior to June 30th.

As of June 30, 2014, fund balances of the governmental funds are classified as follows:

Non-spendable – amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed – amounts that can be used only for specific purpose determined by a formal action of the governing board. The governing board is the highest level of decision-making authority for the district. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the governing board.

Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.

RECOMMENDATION: Staff recommends that the Board approve Resolution #11 as presented.

FUNDING: All Funds

ORCUTT UNION SCHOOL DISTRICT

RESOLUTION NO. 11 2013-2014

RESOLUTION FOR THE CLASSIFICATION OF

FUND BALANCES IN GOVERNEMENTAL ACCOUNTING STANDARDS BOARD (GASB 54)

ON MOTION of Member _____, seconded by Member _____, the following resolution is hereby adopted:

WHEREAS, the governing board of Orcutt Union School District will adhere to the reporting requirements as set forth by Governmental Accounting Standards Board (GASB) Statement 54 Fund Reporting and Governmental Fund Type Definitions; and

WHEREAS, the District will categorize according to the following components: Nonspendable (including but not limited to, inventory, prepaid), Restricted (external restrictions), Committed (imposed by resolution), Assigned (general intent for specific use) and Unassigned (residual); and

WHEREAS, the governing board further delegates authorization to the Superintendent and/or their designate to identify intended uses of assigned funds; and

WHEREAS, the governing board further establishes the order in which fund balances will be spent when multiple fund balance types are available for a specific purpose, committed, assigned, and lastly unassigned; and

WHEREAS, the governing board is committed to maintain a prudent level of financial resources to protect against the need to reduce services levels because of temporary revenue shortfalls or unpredicted one time expenditures. The District's minimum fund balance policy requires a Reserve for Economic Uncertainties, consisting of unassigned amounts, equal to no less than prescribed for fiscal solvency review purposes pursuant to Education Code Section 33127. In the event the balance drops below the established minimum level, the district's governing board will develop a plan to replenish the fund balance to the established minimum level within two years.

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Orcutt Union School District, in accordance with the provisions of GASB 54 adopts the following authorization for fiscal year 2013-2014 to comply with the categorization of fund balance as prescribed by GASB Statement 54 as approved by the Superintendent or their designee:

PASSED AND ADOPTED by the Governing Board on May 14, 2014, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA

COUNTY OF SANTA BARBARA

I, _____, President of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this 14th day of May, 2014.

President of the Governing Board



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

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

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Purchase of Leased 2011 Toyota Corolla

BACKGROUND: In July 2011 we leased a 2011 Toyota Corolla to be used by Special Itinerant staff that travels from Los Alamos and Casmalia and throughout the District. The (3) year lease is due in July and the residual amount due on the Toyota is \$11,088. This amount does not include license, tax and registration.

We did this at a time when the economy was in its bleakest moments and cash flow was an issue. It has been more cash effective to have the Toyota available for staff to travel to school sites and meetings rather than pay an hourly federal rate.

RECOMMENDATION: Staff recommends the purchase of the 2011 Toyota Corolla for the amount of \$11,088 plus license tax and registration as stated above.

FUNDING: General Fund



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

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

BACKGROUND: May 14, 2014

BOARD AGENDA ITEM: Award Bid for Orcutt Academy High School Kitchen Remodel

BACKGROUND: As required, bids have been requested for the Orcutt Academy High School Kitchen Remodel. The scope of work includes a remodel of the kitchen and associated improvements at 610 Pinal Avenue, Orcutt, CA 93455. The work to be performed includes improvements to the existing kitchen including addition of Health Department approvable ventilation system over the existing oven and/or range, interior finish renovations, minor electrical modifications, removal and replacement of the underground waste system.

On May 8, 2014, (9) sealed bids were received, ranging from \$122,740 to \$220,219. The three lowest responsive bidders are as follows:

COMPANY	TOTAL BID
KJ Cain Company, Inc., Santa Maria	\$136,500
Effect Contractors, Nipomo	\$158,000
Vernon Edwards Construction, Inc. Santa Maria	\$174,791


RECOMMENDATION: It is recommended that Board of Trustees award the bid for kitchen remodel to KJ Kain Company, Inc., for \$136,500 as the lowest responsive bid with an additional 10% for contingencies in the amount \$13,650, for a grand total of \$150,150.

FUNDING: Fund 14 – Deferred Maintenance



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

FROM:  Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Server/Data Storage Infrastructure Project

BACKGROUND: Currently we are using Carbonite to back up administrator and office staff files off site. Teacher files are not backed up. We have two sets of permissions, one for all users and one for teachers who want to use youtube.com. All permissions are at the administrator level. Our computers are not centrally managed. Currently we need to go to every computer to install and/or upgrade a program, or to schedule tasks such as Microsoft Updates. The purchase of two servers, and eight data storage devices as well as two operating system licenses will allow us to provide every staff member, including teachers, file back up. User accounts will be managed. Different permissions will be assigned based on the user. All computers will be centrally managed so that each computer will not need to be touched for an installation or upgrade. Our system of servers will be upgraded and consolidated. With server redundancy, we will be protected against catastrophic disasters.

We received (3) quotes and they were as follows:

Vendor	Quote
Virtual Graffiti	\$45,096
Trace 3	\$50,014
PCM-G	\$57,938

RECOMMENDATION: Staff recommends that the Board approve this project and the lowest quote by vendor, Virtual Graffiti with project total at \$45,096 as stated above.

FUNDING: General Fund



Educational Services

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

April 9, 2014

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: California Department of Education Library Survey

BACKGROUND: As required by California Education code 18122, all nine district schools have completed the 2012-2013 State Library Survey. The attached results from this online survey are also available online by going to the California Department of Education website.

In compliance with law, the board of trustees is being informed of the district's completion of this requirement. Results will be used to improve the quality of library services and collection holdings.

RECOMMENDATION: N/A

FUNDING: No impact to General Fund



Change Text Size: [A](#) [A](#) [A](#)



[Home](#) » [Curriculum & Instruction](#) » [Curriculum Resources](#) » [School Libraries](#) » [School Library Survey](#) » [School Responses](#)

CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045777
School: Joe Nightingale Elementary
Address: 255 Winter Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
26 - 30
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
- (A) Before classes start
 - (B) During class time
 - (C) During breaks (for example, nutrition)
 - (D) During lunch
 - (E) After school
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
(M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
15,000 - 17,499
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
1997
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
- (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (E) Automated textbook circulation
 - (F) Internet access for students
 - (I) Video collection and/or video streaming
 - (J) DVDs or laser disks
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045801
School: Pine Grove Elementary
Address: 1050 East Rice Ranch Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
21 - 25
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
(B) During class time
(C) During breaks (for example, nutrition)
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
(M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
10,000 - 12,499
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
2002
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
(A) Automated catalog
(B) Library Web page with access to online catalog
(D) Automated library circulation
(E) Automated textbook circulation
(I) Video collection and/or video streaming
(J) DVDs or laser disks
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year?
Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000
13. If you spent more than \$100,000 on books, enter the amount here.
14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2012 - 2013 academic year?
Include periodicals (paper or electronic), technology and media resources, and related equipment.
Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared



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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045785

School: Orcutt Junior High

Address: 608 Pinal St.

City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
16 - 20
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
- (A) Before classes start
 - (B) During class time
 - (C) During breaks (for example, nutrition)
 - (D) During lunch
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
(M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year.
Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
12,500 - 14,999
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
1990
11. Check one or more of the following technologies available in or through the school library in the 2012 - 2013 academic year.
- (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (E) Automated textbook circulation
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year?
Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000
13. If you spent more than \$100,000 on books, enter the amount here.
14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2012 - 2013 academic year?
Include periodicals (paper or electronic), technology and media resources, and related equipment.
Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045736
School: Alice Shaw Elementary
Address: 759 Dahlia Pl.
City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
21 - 25
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
 - (A) Before classes start
 - (B) During class time
 - (C) During breaks (for example, nutrition)
 - (D) During lunch
 - (E) After school
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
 - (M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
12,500 - 14,999
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
1995
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
 - (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (I) Video collection and/or video streaming
 - (K) Audio books (in any format, e.g., for MP3 player)
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000
13. If you spent more than \$100,000 on books, enter the amount here.

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045744

School: Ralph Dunlap Elementary

Address: 1220 Oak Knoll Rd.

City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
21 - 25
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
 - (A) Before classes start
 - (B) During class time
 - (C) During breaks (for example, nutrition)
 - (D) During lunch
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
 - (M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
12,500 - 14,999
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
1996
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
 - (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (E) Automated textbook circulation
 - (F) Internet access for students
 - (I) Video collection and/or video streaming
 - (J) DVDs or laser disks
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$5,000
13. If you spent more than \$100,000 on books, enter the amount here

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045702

School: Olga L. Reed Elementary

Address: 480 Centennial St.

City: Los Alamos

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
51 or more
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
- (A) Before classes start
 - (B) During class time
 - (E) After school
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Less than half-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
- (B) Photo sharing sites (e.g., Flickr, iPhoto, Shutterfly, Smugmug)
 - (G) Online productivity tools (e.g., Google Docs, Zoho, Open Office)
 - (J) Downloadable audio files (e.g., podcasts)
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
7,500 - 9,999
10. Enter the average copyright date of the books in the library's 973 section.
1989
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
- (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (E) Automated textbook circulation
 - (F) Internet access for students
 - (K) Audio books (in any format, e.g., for MP3 player)
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000
13. If you spent more than \$100,000 on books, enter the amount here.

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045751
School: Lakeview Junior High
Address: 3700 Orcutt Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
16 - 20
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
- (A) Before classes start
 - (B) During class time
 - (C) During breaks (for example, nutrition)
 - (D) During lunch
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
(M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
5,000 - 7,499
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
1993
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
- (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (E) Automated textbook circulation
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year?
Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000
13. If you spent more than \$100,000 on books, enter the amount here.
14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2012 - 2013 academic year?
Include periodicals (paper or electronic), technology and media resources, and related equipment.
Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045793
School: Patterson Road Elementary
Address: 400 Patterson Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2012 - 2013

2012 - 2013 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2012 - 2013 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
21 - 25
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
 - (A) Before classes start
 - (B) During class time
 - (C) During breaks (for example, nutrition)
 - (E) After school
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2012 - 2013 academic year.
 - (M) None
9. Enter the number of books in the school library collection at the end of the 2012 - 2013 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
12,500 - 14,999
10. Enter the average copyright date of the books in the library's 973 section.
Include books in the 973 circulating section, 973 reference section, and 973 digital titles owned by the library.
1997
11. Check one or more of the following technologies available in or though the school library in the 2012 - 2013 academic year.
 - (A) Automated catalog
 - (B) Library Web page with access to online catalog
 - (D) Automated library circulation
 - (E) Automated textbook circulation
 - (F) Internet access for students
 - (I) Video collection and/or video streaming
 - (J) DVDs or laser disks
12. How much money was spent in the school library for the **purchase of library books** during the 2012 - 2013 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000
13. If you spent more than \$100,000 on books, enter the amount here



Educational Services

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

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Board Policy 0410

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

BACKGROUND: Mandated policy updated to generally reflect new law (AB 1266) which requires districts to permit a student to participate in sex-segregated school programs and activities, including athletic teams and competitions, and to use facilities consistent with the student's gender identify, regardless of his/her gender as listed on his/her educational records. Policy also references new law (AB 556) which prohibits employers from discriminating against employees and job applicants based on their military or veteran status.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revision to BP 0410.

FUNDING: No funding implications.

Philosophy, Goals, Objectives and Comprehensive Plans

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

The Board of Trustees is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, **age**, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, **gender identify or expression, or genetic information**; or the perception of one or more of such characteristics; **or association with a person or group with one or more of these actual or perceived characteristics.** ~~The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.~~

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4032 - Reasonable Accommodation)

(cf. 4033 - Lactation Accommodation)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6145.2 - Athletic Competition)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

(cf. 6178 - Career Technical Education)

(cf. 6200 - Adult Education)

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities, including the use of facilities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

(cf. 1330 - Use of Facilities)

~~District programs and facilities, viewed in their entirety, and shall be in compliance with the Americans with Disabilities Act.~~

~~The Superintendent or designee shall ensure that the district provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, note takers, written materials, taped text, and Braille or large print materials.~~

~~(cf. 6020—Parent Involvement)~~

~~Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.~~

~~(cf. 9320—Meetings and Notices)~~

~~(cf. 9322—Agenda/Meeting Materials)~~

Pursuant to 34 CFR 104.8 and 34 CFR 206.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination **and related complaint procedures**. Such notification shall be included in each announcement, bulletin, catalog, **handbook**, application form or other recruitment materials distributed to these groups. ~~(34-CFR 104.8, 106.9)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 4031 - Complaints Concerning Discrimination in Employment)~~

~~(cf. 4112.9/4212.9/4312.9 - Employee Notifications)~~

~~(cf. 5145.6 - Parental Notifications)~~

~~The Superintendent or designee shall also provide information about related complaint procedures.~~

~~(cf. 1312.3—Uniform Complaint Procedures)~~

~~(cf. 4031—Complaints Concerning Discrimination in Employment)~~

~~In compliance with law, the district's nondiscrimination policy shall be published in the individual's primary language to the extent practicable.~~

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

~~(cf. 5145.6—Parental Notifications)~~

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act and any implementing standards and/or regulations.

~~(cf. 6163.2 - Animals At School)~~

~~(cf. 7110 - Facilities Master Plan)~~

~~(cf. 7111 - Evaluating Existing Buildings)~~

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal

opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.

(cf. 6020 - Parent Involvement)

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program, or meeting.

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT CODE

11000 Definitions

11135 Nondiscrimination in programs or activities funded by state

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interface with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Interim Guidance Regarding Transgender Students, Privacy, and Facilities, September 27, 2013

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS PUBLICATIONS

Notice of Non-Discrimination, January, 1999

Protecting Students from Harassment and Hate Crime, January, 1999

Nondiscrimination in Employment Practices in Education, August, 1991

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

2010 ADA Standards for Accessible Design, September 2010

WEB SITES

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

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

California Safe Schools Coalition: <http://www.casafeschoolscoalition.org>

Pacific Disability and Business Technical Assistance Center: <http://www.adapacific.org>

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act: <http://www.ada.gov>

Policy Adopted: ~~11/8/06~~ 05/14/14 ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Board Policy 5145.3

NONDISCRIMINATION/HARASSMENT

BACKGROUND: Mandated policy updated to reflect new law (AB 1266) which requires districts to permit a student to participate in sex-segregated school programs and activities, including athletic teams and competitions, and to use facilities consistent with the student's gender identify, regardless of his/her gender as listed on his/her educational records.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revision to BP 5145.3.

FUNDING: No funding implications.

NONDISCRIMINATION/HARASSMENT

The Board of Trustees desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression, the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school. (Education Code 234.1)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6164.6 - Identification and Education Under Section 504)

Prohibited discrimination, harassment, intimidation or bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects the student's educational opportunities.

The Board also prohibits any form of retaliation against any student who files a complaint or report regarding an incident of discrimination, harassment, intimidation or bullying.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1330 - Use of Facilities)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6164.2 - Guidance/Counseling Services)

~~The Superintendent or designee shall provide age appropriate training and information to students, parent/guardians, and employees regarding discrimination, harassment, intimidation, and bullying, including, but not limited to, the district's nondiscrimination policy, what constitutes prohibited behavior, how to report incidents, and to whom such reports should be made.~~

~~(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)~~

~~In providing instruction, guidance, supervision, or other services to district students, employees and volunteers shall carefully guard against segregating or stereotyping students.~~

~~(cf. 1240 - Volunteer Assistance)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6164.2 - Guidance/Counseling Services)~~

~~The principal or designee shall develop a plan to provide students with appropriate accommodations when necessary for their protection from threatened or potentially harassing or discriminatory behavior.~~

Students who engage in discrimination, harassment, intimidation, bullying or retaliation in violation of law, Board policy, or administrative regulation shall be subject to appropriate discipline, up to and including counseling, suspension, and/or expulsion. Any employee who permits or engages in prohibited discrimination, harassment, intimidation, bullying or retaliation shall be subject to disciplinary action, up to and including dismissal.

~~(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5131 - Conduct)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.2 - Freedom of Speech/Expression)~~

Grievance Procedures

~~The following position is designated Coordinator for Nondiscrimination to handle complaints regarding discrimination, harassment, intimidation, or bullying, and to answer inquiries regarding the district's nondiscrimination policies:~~

~~Assistant Superintendent/Human Resources
500 Dyer Street
Orcutt, CA. 93455
(805) 938-8900~~

~~(cf. 1312.1—Complaints Concerning District Employees)
(cf. 1312.3—Uniform Complaint Procedures)~~

~~Any student who feels that he/she has been subjected to discrimination, harassment, intimidation, or bullying should immediately contact the Coordinator for Nondiscrimination, the principal, or any other staff member. In addition, any student who observes any such incident should report the incident to the Coordinator or principal, whether or not the victim files a complaint.~~

~~Any school employee who observes an incident of discrimination, harassment, intimidation, or bullying or to whom such an incident is reported shall report the incident to the Coordinator or principal, whether or not the victim files a complaint.~~

~~In addition, the employee shall immediately intervene when safe to do so. (Education Code 234.1)~~

~~Upon receiving a complaint of discrimination, harassment, intimidation, or bullying, the Coordinator shall immediately investigate the complaint in accordance with the district's uniform complaint procedures specified in AR 1312.3-0 Uniform Complaint Procedures.~~

~~The Superintendent or designee shall ensure that the student handbook clearly describes the district's nondiscrimination policy, procedures for filing a complaint regarding discrimination, harassment, intimidation, or bullying, and the resources that are available to students who feel that they have been the victim of such behavior. The district's policy may also be posted on the district website or any other location that is easily accessible to students.~~

~~(cf. 1113—District and School Web Sites)
(cf. 1114—District Sponsored Social Media)
(cf. 6163.4—Student Use of Technology)~~

~~When required pursuant to Education Code 48985, complaint forms shall be translated into the student's primary language.~~

Legal Reference:

EDUCATION CODE

*200-262.4 Prohibition of discrimination
48900.3 Suspension or expulsion for act of hate violence
48900.4 Suspension or expulsion for threats or harassment
48904 Liability of parent/guardian for willful student misconduct
48907 Student exercise of free expression
48950 Freedom of speech
48985 Translation of notices
49020-49023 Athletic programs
51500 Prohibited instruction or activity
51501 Prohibited means of instruction*

60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

PENAL CODE

422.55 Definition of hate crime

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform Complaint Procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

CODE OF FEDERAL REGULATIONS, TITLE 34

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Interim Guidance Regarding Transgender Students, Privacy, and Facilities, September 27, 2013

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

~~*Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010*~~

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Dealing with Legal Matters Surrounding Students' Sexual Orientation and Gender Identity, 2004

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January 1999

WEB SITES

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

California Safe Schools Coalition: <http://www.casafeschools.org>

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

First Amendment Center: <http://www.firstamendment.org>

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy Adopted: ~~09/11/2013~~ 05/14/2014

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: May 14, 2014

BOARD AGENDA ITEM: Board Policy 6145.2

ATHLETIC COMPETITION

BACKGROUND: Policy updated to reflect requirements for participation in the California Interscholastic Federation (CIF) and requirements for student athletes, coaches, parents/guardians, spectators, and others to follow the core principles and codes of conduct adopted by CIF.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revision to BP 6145.2.

FUNDING: No funding implications.

ATHLETIC COMPETITION

The Board of Trustees recognizes that the athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 5030 - Student Wellness)
(cf. 5137 - Positive School Climate)
(cf. 6142.7 - Physical Education)
(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)
(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 1325 - Advertising and Promotion)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants, and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

California Interscholastic Federation

The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulations, and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for student learning and interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletic programs.

(cf. 0500 - Accountability)

Student Eligibility

Eligibility requirements for participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement and residency, shall be the same as those set by the district for participation in extracurricular and cocurricular activities.

(cf. 3530 – Risk Management/Insurance)
(cf. 5111.1 - District Residency)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6162.52 - High School Exit Examination)
(cf. 6173.1 – Education for Foster Youth)
(cf. 6173.2 – Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program.

(cf. 3260 - Fees and Charges)

Sportsmanship

The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct adopted by CIF.

Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 – Disruptions)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5131 – Conduct)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.4 -Student Disturbances)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Individuals with Disabilities))

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(cf. 5131.1 - Bus Conduct)

(cf. 5131.4 - Student Disturbances)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)

(cf. 5131.63 - Steroids)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 – School Health Services)
(cf. 5141.7 – Sun Safety)
(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 – Safety)

In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.

(cf. 4119.42/4219.42/4319.42 – Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4219.43 – Universal Precautions)
(cf. 5141 – Health Care and Emergencies)
(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 – Infectious Diseases)

Legal Reference:

EDUCATION CODE

200-261 Prohibition of discrimination
270-271 Athlete's Bill of Rights
17578 Cleaning and sterilizing of football equipment
17580-17581 Football equipment
32221.5 Required insurance for athletic activities
33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program
33354 CDE authority over interscholastic athletics
35160.5 District policies; rules and regulations
35179 Interscholastic athletics
48850 Interscholastic athletics; students in foster care
18900 Grounds for suspension and expulsion
48930-48938 Student organizations
49020-49023 Athletic programs; legislative intent, equal opportunity
49030-49034 Performance-enhancing substances
49458 Health examinations, interscholastic athletic program
49475 Health and Safety, concussions and head injuries
49700-49701 Education of military families
51242 Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE

245.6 Hazing

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs, especially:
4920-4922 Nondiscrimination in intramural, interscholastic, and club activities
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 34

106.31 Nondiscrimination on the basis of sex in education programs or activities
106.33 Comparable facilities
106.41 Nondiscrimination in athletic programs

COURT DECISIONS

Mansourian v. Regents of University of California, (2010 594 F. 3d 1095)
Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990t
McCormick v. School District of Mamaroneck, (2004) 370 F. 3d 275

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS

Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011

A School Board Member's Guide to CIF and Interscholastic Sports, 1997

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

California Interscholastic Federation Constitution and Bylaws, 1996-97

A Guide to Equity in Athletics

Acute Concussion Evaluation (ACE) Care Plan, 2006

~~*Pursuing Victory with Honor, November 1999*~~

CENTERS FROM DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Intercollegiate Athletics Policy Clarification: The Three-Part Test – Part Three, Dear Colleague letter, April 20, 2010

WEB SITES

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

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

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources:

<http://www.cdc.gov/concussion>

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

Policy Adopted: ~~06/13/2012~~ 05/14/2014 ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



HUMAN RESOURCES MEMORANDUM

TO: Bob Bush, Superintendent
Board of Trustees

FROM: Don Nicholson

BOARD MEETING DATE: May 14, 2014
2013-14 Resolution No. 10

BOARD AGENDA ITEM: Declaration of Need

BACKGROUND: The District has a need to submit the Declaration of Need for Fully Qualified Educators for the 2014-15 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 2014-15 school year.

FUNDING: N/A

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California 93455

2013-14 RESOLUTION NO.10
DECLARATION OF NEED

WHEREAS, it is anticipated that during the 2014-15 school year there will be an insufficient number of certificated persons who meet the specified employment criteria for certain positions in programs operated by the Orcutt Union School District; and

WHEREAS, based upon prior experience, it is anticipated that it will be necessary to submit applications for approximately twelve (12) emergency permits for the teaching of classes authorized by Emergency permits for CLAD, Resource Specialists, and Limited Assignment credentials; and

WHEREAS, our efforts to recruit certificated personnel include extensive advertising in local newspapers within two counties, contacting college and university placement centers and postings on the Internet; and

NOW, THEREFORE BE IT RESOLVED, that the Governing Board of the Orcutt Union School District adopt an official Declaration of Need to be submitted to the California Commission on Teacher Credentialing to remain in force until June 30, 2015.

PASSED AND ADOPTED by the Board of Trustees of the Orcutt Union School District, Santa Barbara County, California, this 14th day of May 2014, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

STATE OF CALIFORNIA]
COUNTY OF SANTA BARBARA]

President, Board of Trustees

I, Robert Hatch, Clerk of the Board of Trustees of the ORCUTT UNION SCHOOL DISTRICT, hereby certify that the foregoing is a true copy of a resolution duly and legally adopted as a consent action item by the District's Governing Board at a legal meeting of said Board duly and regularly held on May 14, 2014 and that said resolution has not been revoked.

Clerk, Board of Trustees



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2014-15
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Orcutt Union School District (& Charter Academy) 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 / 14 / 14 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, 2015.

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

Robert Bush

Name



Signature

District Superintendent

Title

805-938-8920

Fax Number

805-938-8907

Telephone Number

May 14, 2014

Date

500 Dyer Street, Orcutt, CA 93455

Mailing Address

rbush@orcutt-schools.net

E-Mail Address

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 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 intern 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 intern program? Yes No

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

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

Brandman (Chapman) University

University of La Verne

National University and University of Phoenix

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

This form must be signed by either:

The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

OR

The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

Certification and Authorized Signature

The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies the following:

- Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.
- The situation or circumstances that necessitate the use of an emergency permit holder are as follows: (Attach additional sheets, if necessary.)

The Orcutt Union School District has experienced situations where the need for substitutes

~~teachers is greater than the number of fully credentialed persons available therefore making it~~

~~necessary to use emergency permit holders.~~

I hereby certify that all of the information contained in this statement of need is true and correct.

<u>Bob Bush</u>	<u>Orcutt</u>	<u>4/2/14</u>
<i>Signature of the District Superintendent</i>	<i>District</i>	<i>Date</i>

<i>Signature of the County Superintendent of Schools</i>	<i>County</i>	<i>Date</i>

It is not necessary to submit this form to the Commission on Teacher Credentialing.

Board Report

District 16 -- Orcutt Union

Fund 01 -- General Fund

As of 4/30/2014

	Beginning Bal/ WrkBudget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Encumbrances	Ending Bal/ Remaining Bal
9110 -- Cash in County Treasury	3,193,399.72	2,023,504.82	3,920,928.83	0.00	7,114,328.55
9130 -- Revolving Cash/Fiscal Agent	18,454.02	0.00	0.00	0.00	18,454.02
9200 -- Accounts Receivable	3,796,195.62	0.00	(3,796,195.62)	0.00	0.00
9310 -- Due from Other Funds	102,272.14	0.00	(102,272.14)	0.00	0.00
9320 -- Stores	13,927.06	0.00	0.00	0.00	13,927.06
9330 -- Prepaid Expenditures (Expenses)	24,134.40	0.00	(24,134.40)	0.00	0.00
Total Assets	7,148,382.96	2,023,504.82	(1,673.33)	0.00	7,146,709.63
9500 -- Accounts Payable (Current Liabilities)	757,950.27	634.06	(752,594.41)	0.00	5,355.86
9610 -- Due to Other Funds	261,264.68	0.00	(261,264.68)	0.00	0.00
9650 -- Deferred Revenue	683.80	0.00	(683.80)	0.00	0.00
Total Liabilities	1,019,898.75	634.06	(1,014,542.89)	0.00	5,355.86
Fund Balance (Beginning Balance/Actual)	6,128,484.21	0.00	0.00	0.00	7,141,353.77
9791 -- Net Beginning Balance	6,128,484.21	0.00	6,128,484.21	0.00	6,128,484.21
8010 -- Revenue Limit Sources	27,634,381.00	4,569,593.25	23,238,927.12	0.00	4,395,453.88
8100 -- Federal Revenue	1,245,471.00	467,359.00	795,712.49	0.00	449,758.51
8300 -- Other State Revenues	3,762,806.34	48,533.00	2,363,536.26	0.00	1,399,270.08
8600 -- Other Local Revenue	1,575,043.16	157,827.25	1,291,468.34	0.00	283,574.82
8910 -- Other Financing Sources	18,000.00	1,677.60	8,882.76	0.00	9,117.24
8980 -- Contributions	0.00	0.00	0.00	0.00	0.00
Total Revenues	34,235,701.50	5,244,990.10	27,698,526.97	0.00	6,537,174.53
1000 -- Certificated Personnel Salaries	18,141,002.10	1,657,785.35	14,038,918.11	0.00	4,102,083.99
2000 -- Classified Personnel Salaries	5,479,294.72	466,212.54	4,394,961.90	0.00	1,084,332.82
3000 -- Employee Benefits	6,655,219.00	636,128.68	5,166,540.86	0.00	1,488,678.14
4000 -- Books and Supplies	2,439,853.19	80,712.73	889,742.43	311,852.83	1,238,257.93
5000 -- Services and Other Operating Expenditures	2,995,673.61	313,494.22	1,765,799.29	538,391.64	691,482.68
6000 -- Capital Outlay	713,400.00	67,785.82	429,694.82	205,964.61	77,740.57
7000 -- Other Outgo & Transfers Out	786,836.05	0.00	0.00	0.00	786,836.05
Total Expenditures	37,211,278.67	3,222,119.34	26,685,657.41	1,056,209.08	9,469,412.18
Fund Balance (Budget/Actual)	3,152,907.04	0.00	7,141,353.77	0.00	0.00

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