ORCUTT UNION SCHOOL DISTRICT Regular Charter Meeting of the Board of Trustees Wednesday, May 14, 2014 Closed Session 6:00 p.m. Public Session —6:15 p.m. Instructional Media Center 500 Dyer Street Building H, Orcutt, CA 93455

CALL TO ORDER 6:00 P.M.

PUBLIC COMMENT ANNOUNCEMENT

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

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

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.
- 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 6:15 P.M.

- A. Pledge of Allegiance
- B. Public Report on Action Taken in Closed Session
- C. Superintendent's Report

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

- 1. ASB Report
- 2. 2013/2014 U.S. Air Force Teacher of the Year Award
- 3. Testing Update & College Bound Seniors
- 4. LCAP Draft

Charter Board Meeting, May 14, 2014 Page 2 of 3

D. Public Comment

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

E. Written Communication

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

F. Public Hearing – None

CONSENT AGENDA ITEMS

Actions proposed for Consent Agenda (block vote) items are consistent with approved practices of the district and are deemed routine in nature. Since trustees receive board agenda backup information in advance of scheduled meetings, they are prepared to vote with knowledge on the block vote items. Consent Agenda items are voted on at one time, although any such item can be considered separately at a board member's request.

- A. Certificated Personnel Action Report
- B. Regular Charter Board Minutes, April 9, 2014
- C. Special Charter Board Minutes, April 29, 2014

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

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

- A. GENERAL
 - 1. Relocation of Orcutt Academy's K-8 Campus

Staff recommends that the Board of Trustees approve the relocation of the Orcutt Academy's K-8 campus from Casmalia to the Olga Reed School campus in Los Alamos effective in the 2014-2015 school year.

Moved _____

Second _____ Vote _____

Charter Board Meeting, May 14, 2014 Page 3 of 3

- B. BUSINESS
 - 1. 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 \$10,899 plus license tax and registration.

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 for the Orcutt Academy Charter.

Moved _____

Second

Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

- 1. Charter Financial Report
- 2. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, June 11, 2014 with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the Instructional Media Center, 500 Dyer Street Building H, Orcutt, CA.

ADJOURN

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

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

ORCUTT ACADEMY CHARTER SCHOOLS

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Bob Bush District Superintendent

- *FROM:* Don Nicholson Assistant Superintendent, Human Resources
- DATE: Board Meeting of May 14, 2014

RE: RECOMMENDATIONS FOR APPROVAL AND RATIFICATION

SCHOOL	CLASS/ STEP	EFFECTIVE DATE	ACTION INFORMATION
Charter HS	Extra Duty	3/15/14	Frosh Registration, 5 hrs
Charter HS	VI-11 Extra Duty	2014-15 3/6/14	Part-Time Contract, 60% SAT Prep, 2 hrs
Charter HS	Extra Duty	3/15/14	Frosh Registration, 5 hrs
Charter HS	VI-9	2014-15	Extra .20 FTE
Charter HS	Extra Duty	3/15/14	Frosh Registration, 5 hrs
Charter HS	Extra Duty	3/4-3/27/14	Detention, 7 hrs
Charter HS	V1-6	2014-15	Temporary Mandarin Teacher, 80%
Charter HS	Hourly	3/4-3/31/14	Webmaster, 14 hrs
Charter HS	Extra Duty	3/6-3/16/14 3/15/14	CAHSEE Prep, 4 hrs Frosh Registration, 5 hrs
Charter HS	Extra Duty	3/5-3/12/14	SAT Prep/Testing, 3 hrs
Charter HS	Extra Duty Stipend	3/3-3/31/14 3/15/14 2013-14	Intervention, 12 hrs Frosh Registration, 5 hrs Robotics, Asst. Coach
Ind. Study	Hourly	3/27/14	Smarter Balanced Training, 2 hrs
Charter HS	Extra Duty	3/4-3/25/14	Intervention, 5 hrs
Charter HS	IV-7	2014-15	Part-Time Contract, 60%

SCHOOL	CLASS/ STEP	EFFECTIVE DATE	ACTION INFORMATION
Charter HS	Extra Duty	3/15/14	Frosh Registration, 5 hrs
Charter HS	Extra Duty	3/20/14	Intervention, 1 hr
Charter HS	Extra Duty	3/5-3/6/14 3/15/14	SAT Prep, 4 hrs Frosh Registration, 5 hrs
Charter HS	Extra Duty	3/15/14 3/3-3/31/14	Frosh Registration, 5 hrs Intervention, 13 hrs
Charter	Hourly	3/10-3/27/14	Consultant, 6 hrs
Charter HS	IV-9 Extra Duty	2014-15 3/15/14	Extra .20 FTE Frosh Registration, 5 hrs
Charter HS	Extra Duty	3/6-3/16/14	CAHSEE Prep, 2 hrs
Charter HS	Hourly	3/3-3/31/14	Choir Accompanist, 8.75 hrs

ORCUTT UNION SCHOOL DISTRICT BOARD OF TRUSTEES REGULAR CHARTER MEETING April 9, 2014

CALL TO ORDER

A regular charter 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 6:00 p.m. Members Present: Phillips, Peterson, Hatch and Buchanan. Absent: Zilli. Administrators Present: Bush, Ochej, Nicholson and Edds. Absent: None. It was moved by Rob Buchanan, seconded by Bob Hatch and carried to adjourn to Closed Session at 6:03 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 6:15 p.m. Dr. Peterson reported that no action was taken in Closed Session. The Pledge of Allegiance was led by Rob Buchanan.

SUPERINTENDENT'S REPORT

ASB Representative Zoe Hull reported on the events at the high school.

- A MORP dance was recently held and DJd by one of the students
- The upcoming ASB rally will have a beach theme
- The Robotics Rally was a great success
- The upcoming Powder-puff football game between junior and senior girls
- Prom theme is "Starry Nights"
- Disneyland Grad Night is June 4th
- Mr. Spartan Pageant will be held to raise money for the senior class
- Concert Band and Choir received excellent ratings at Disneyland competition
- Zoe has received many college offers and has chosen UCLA

OAHS Dean of Counseling Laurel Cievo presented the *Get Focused...Stay Focused* curriculum which the Board will be asked to approve later in the meeting. It is designed to provide every student with college and career readiness skills and students would develop an online 10-year Career & Education Plan. The program begins in the freshman year with a "Freshman Success" course. Sophomores and junior who wish to continue with the curriculum could take "Success 101" and "Success 102" electives and seniors could take "Success 103". Allan Hancock College is considering offering a dual enrollment course based on *Get Focused...Stay Focused* that would allow high school students to earn both high school and college credit. In order to implement this new program OAHS plans to eliminate its AVID courses. The Orcutt Academy School Advisory Council voted unanimously to approve the replacement of AVID with the proposed *Get Focused...Stay Focused* curriculum.

Joe Dana presented a draft of Orcutt Academy LCAP Goals. Goals #1-11 mirror those of the Orcutt Union School District, with #12-14 being specific to the Orcutt Academy High School.

Principal Carter invited everyone to Multi-Culture Day on April 17th. Clubs, teams and classes will prepare food or create an activity to help raise money and cultural appreciation.

PUBLIC COMMENT

Steven Barr expressed concerns with the lack of energy conservation.

CONSENT AGENDA ITEMS

- A. Certificated Personnel Action Report
- B. Regular Charter Board Minutes, March 12, 2014

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

ITEMS SCHEDULED FOR ACTION

Revisions to Orcutt Academy Charter

It was moved by Bob Hatch, seconded by Liz Phillips and carried to approve the revisions to the Orcutt Academy Charter, as submitted. Ayes: Hatch, Peterson, Phillips, Buchanan. Absent: Zilli

2013/2014 Resolution No. 1, Charter School Facilities Program Office of Public School Construction

It was moved by Liz Phillips, seconded by Rob Buchanan and carried to adopt 2013/2014, Resolution No. 1, authorizing participation in the Charter School Facilities Program, as presented. Ayes: Hatch, Peterson, Phillips, Buchanan. Absent: Zilli

2014/2015 Orcutt Academy High School and Orcutt Academy K-8 Calendars

It was moved by Bob Hatch, seconded by Liz Phillips and carried to approve the 2014/2015 calendars for the Orcutt Academy High School and Orcutt Academy K-8 and Independent Study, as presented. Ayes: Hatch, Peterson, Phillips, Buchanan. Absent: Zilli

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

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

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next Regular Charter Board Meeting is scheduled for Wednesday, May 14, 2014 beginning with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

It was moved by Liz Phillips, seconded by Rob Buchanan to adjourn the meeting at 6:45 p.m.

Bob Bush, Board Secretary

Robert Hatch, Clerk, Board of Trustees

ORCUTT UNION SCHOOL DISTRICT **BOARD OF TRUSTEES** SPECIAL CHARTER MEETING April 29, 2014

CALL TO ORDER

A special charter meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, April 29, 2014 beginning with Dr. Peterson calling Public Session to order at 12:30 p.m. Members Present: Phillips, Peterson, Zilli and Buchanan. Absent: Hatch. Administrators Present: Bush. Ochej, Dana and Edds. Also present Rebecca Holmes, Director of Fiscal Services. Liz Phillips led the Pledge of Allegiance.

Marysia presented three scenarios for the Board's review and explained costs associated with each:

Scenario A – Move OAK-8 to Olga Reed, No Expansion

Scenario B – Expand Independent Study in 2015/2016

Scenario C – Expand OAK-8 and Independent Study in 2015/2016

Discussion followed regarding potential challenges as well as benefits to the move. It was the consensus of the Board to place the recommendation to move the OAK-8 campus to the Olga Reed School campus effective in the 2014/2015 school year on the May 14, 2014 board agenda for approval. ADJOURN TO CLOSED SESSION

It was moved by Rob Buchanan seconded by Jan Zilli and carried to adjourn to Closed Session at 1:14 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 1:25 p.m. Dr. Peterson reported that no action was taken in Closed Session.

ADJOURN

It was moved by Liz Phillips, seconded by Jan Zilli to adjourn the meeting at 1:27 p.m.

Bob Bush, Board Secretary

Robert Hatch, Clerk, Board of Trustees

Memo



To:	Bob Bush, Superintendent
From:	Joe Dana, Director of Charter Programs
Date:	May 14, 2014
Re:	Request for Approval of Relocation of Orcutt Academy's K-8 Campus

Background

The action being considered this evening is the relocation of the Orcutt Academy's K-8 campus from its current site in Casmalia to the site of Olga Reed School in Los Alamos. Effective in 2014-2015, the Academy would occupy five classrooms on the eastern side of the Olga Reed site: Rooms 8A, 13, 14, 20, and 21. OAK-8 would utilize the Helena Street entrance to the site as well as the parking lot adjacent to Rooms 20 and 21. OAK-8 and Olga Reed would function as two separate schools sharing the same campus. They would have different schedules and classroom programs, and the two schools would retain their distinct school identities. That being said, the two schools would capitalize on economies of scale to share lunchtimes, recesses, Special Education support, administrative support, arts programming, physical education programming, emergency responsibilities, and more.

Here is the background behind consideration of this action:

Since visiting two other charter schools in 2012-2013, the three classroom teachers of OAK-8 have been keenly interested in having access to additional facilities for student learning and exploration. The K-8 campus currently is based at Winifred Wollam School in Casmalia, a site that cannot house any additional classrooms or buildings. Accordingly, in Spring 2013, the teachers and I began discussing the concept of relocating the K-8 campus to the site of Olga Reed School in Los Alamos. Olga Reed currently has a host of unused classrooms as well as a separate entrance to the site. As we thought through the concept, the teachers and I became progressively more intrigued about its viability and potential benefits. At our request, you formed a district study committee to look into the idea and gauge the reactions of stake-holders. The committee was comprised of staff and parents from the two schools as well as representatives of employee groups, district administration, and the board of trustees.

The reaction to the idea has been largely positive. The district study committee held two meetings in the fall – one meeting to invite initial responses to the concept and a follow-up meeting to brainstorm and discuss potential problems. Even after discussing potential problems, members of the committee were unanimously supportive of the possible move. Subsequent

newsletter communication to staff and parents from the two schools yielded largely favorable feedback. More recently, informational meetings held in Orcutt on March 31 and in Los Alamos on April 7 elicited largely positive reactions. Finally, in a recent survey of OAK-8 and Olga Reed stake-holders (students, parents, staff, and community members), 65 percent of respondents were "strongly in favor" or "somewhat in favor" of the idea, and another 16 percent of respondents were "neutral; neither in favor nor opposed."

In addition, as the idea has been discussed with stake-holders, the list of potential benefits has expanded. As things stand now, here is a partial list of potential benefits to the two sites:

Benefits for OAK-8	 Access to additional facilities (gym, library, science lab, track, field, etc.) Access to classroom designated for hands-on and exploratory learning Larger social climate for students More teachers on site with whom to collaborate on Common Core State Standards and other endeavors Sharing of programs such as arts and physical education produce budget savings for site More staff on site in event of emergency Potential of collaborating with other school for larger events such as Old Days, Harvest Festival, and Cinco de Mayo Access to CompassLearning Presence of computer lab makes NWEA and SBAC testing easier Access to school breakfast program Presence of additional classrooms make possible an eventual move to double-grade combination classes
Benefits for Olga Reed	 Larger social climate for students More teachers on site with whom to collaborate on Common Core State Standards and other endeavors Potential of collaborating with other school for larger events such as Old Days, Harvest Festival, and Cinco de Mayo More staff on site in event of emergency Sharing of programs such as arts, physical education, and assemblies produces budget savings for sites

To be sure, stake-holders have identified potential problems, most of which relate to having two schools sharing the same site. These potential challenges include schools competing for scarce resources on campus (i.e., scheduling of library times, science lab times, etc.), handling playground conflicts between students from different schools, a loss of identity of one or both schools, and the schools not working harmoniously with each other. At the same time, it is envisioned that prior to the move staff from the two schools would (1) engage in lots of dialogue about these and other issues, (2) plan orientation events that would connect students from the two schools, and (3) communicate frequently with stake-holders about the transition process.

Recommendation

Staff recommends that the relocation of the Orcutt Academy's K-8 campus from Casmalia to the Olga Reed School campus in Los Alamos be approved effective in the 2014-2015 school year.

Once approved, staff will initiate the following:

- Communication to staff, parents, and community about the decision
- Dialogue between staff representatives of the two schools on multiple topics ranging from playground rules to emergency preparedness to scheduling library times
- At least one Spring 2013 event connecting students from the two schools
- At Olga Reed, clearing of Rooms 8A, 13, 14, 20, and 21
- At OAK-8, packing of items to be moved to Los Alamos
- For OAK-8, a finalization of the before- and after-school transportation schedule
- For OAK-8, a designation of a Campus Connection childcare location for 2014-2015
- Assignment of Special Education staff (i.e., Resource Specialist, Speech, and psychologist) to serve OAK-8 and Olga Reed in 2014-2015

Fiscal Impact

Budget projections indicate that the relocation of OAK-8 to Los Alamos for 2014-2015 will produce an ongoing increase in expenditures to the charter budget of \$96,622, and an ongoing savings to the district of \$62,815.



BUSINESS SERVICES MEMORANDUM

TO:	Board of Trustees Bob Bush, Superintendent
FROM: W	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 the Charter School Director to travel from Los Alamos, Casmalia, the High School and Alice Shaw where the Independent study programs reside. The (3) year lease is due in July and the residual amount due on the Toyota is \$10,899. 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 the Director to travel back and forth 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 \$10,899 plus license tax and registration as stated above.
FUNDING:	Charter Fund



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



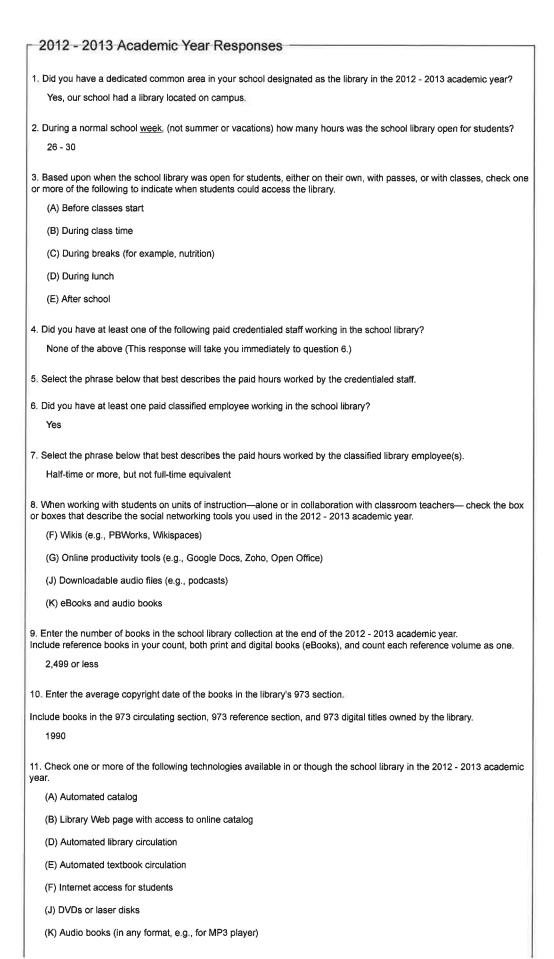


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CDE School Library Survey

School Responses

School Informa	ation
CDS Code:	42-69260-0116434
School:	Orcutt Academy Charter
Address:	500 Dyer St.
City:	Orcutt
Select Acaden	
Academic Year:	2012 - 2013



Board Report

District 16 -- Orcutt Union

Fund 09 -- Charter School Special RevenueFund

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	718,836.65	(80,498.29)	1,344,117.34	0.00	2,062,953.99
9200 Accounts Receivable	743,740.75	0.00	(743,740.75)	0.00	0.00
9310 Due from Other Funds	205,755.62	0.00	(205,755.62)	0.00	0.00
9330 Prepaid Expenditures (Expenses)	10,892.80	0.00	(10,892.80)	0.00	0.00
Total Assets	1,679,225.82	(80,498.29)	383,728.17	0.00	2,062,953.99
9500 Accounts Payable (Current Liabilities)	14,277.30	7.42	(12,210.19)	0.00	2,067.11
9610 Due to Other Funds	35,570.28	0.00	(35,570.28)	0.00	0.00
Total Liabilities	49,847.58	7.42	(47,780.47)	0.00	2,067.11
Fund Balance (Beginning Balance/Actual)	1,629,378.24	0.00	0.00	0.00	2,060,886.88
9791 Net Beginning Balance	1,629,378.24	0.00	1,629,378.24	0.00	1,629,378.24
8010 Revenue Limit Sources	4,854,231.00	283,407.00	3,757,034.00	0.00	1,097,197.00
8100 Federal Revenue	2,925.00	0.00	2,925.00	0.00	0.00
8300 Other State Revenues	327,887.84	(14.00)	292,072.17	0.00	35,815.67
8600 Other Local Revenue	256,602.22	27,602.03	253,539.48	0.00	3,062.74
Total Revenues	5,441,646.06	310,995.03	4,305,570.65	0.00	1,136,075.41
1000 Certificated Personnel Salaries	2,366,638.40	225,168.67	1,887,575.54	0.00	479,062.86
2000 Classified Personnel Salaries	444,570.36	33,368.25	319,641.36	0.00	124,929.00
3000 Employee Benefits	766,113.08	73,648.32	605,821.13	0.00	160,291.95
4000 Books and Supplies	496,853.40	8,208.78	209,061.36	50,660.87	237,131.17
5000 Services and Other Operating Expenditures	1,399,679.57	51,106.72	838,996.62	57,304.71	503,378.24
6000 Capital Outlay	53,000.00	0.00	12,966.00	0.00	40,034.00
7000 Other Outgo & Transfers Out	26,987.00	0.00	0.00	0.00	26,987.00
Total Expenditures	5,553,841.81	391,500.74	3,874,062.01	107,965.58	1,571,814.22
Fund Balance (Budget/Actual)	1,517,182.49	0.00	2,060,886.88	0.00	0.00

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