

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, June 8, 2016
Closed Session – 6:45 P.M.
Public Session – 7:15 P.M.
District Office Board Room
500 Dyer Street, Orcutt, CA. 93455

CALL TO ORDER 6:45 P.M.

A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO PUBLIC SESSION 7:15 P.M.

B. Public Report on Action Taken in Closed Session

C. Adoption of June 8, 2016 Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

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

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

- D. Superintendent's Report
An opportunity for the Superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities such as curriculum/instructional updates, timely events/information, and district activities.
 - 1. OCAF Report
 - 2. Olga Reed Employee Recognition
 - 3. Polling Update

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

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

CONSENT AGENDA ITEMS

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting May 11, 2016
- E. Board Policy 6142.1, Sexual Health and HIV/AIDS Prevention Instruction
- F. Board Policy 6152.1, Placement in Mathematics Courses
- G. Board Policy 6177, Summer School

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

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

- 1. Acceptance of Gifts

Joe Nightingale School received a donation of a Special Needs Push Chair from Julie Kozel.

It is recommended that the Board of Trustees accept these gifts and request that a letter of acknowledgment and appreciation be forwarded to Julie Kozel.

Moved _____ Second _____ Vote _____

2. 2015/2016 Resolution No. 15, Order of Election

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 15, Order of Election, as presented.

Moved _____ Second _____ Vote _____

3. 2015/2016 Resolution No. 16, Candidate's Statement

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 16, Candidates Statement, as presented.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. 2015/2016 Resolution No. 17, Education Protection Account (EPA) Requirements

Staff recommends that the Board of Trustees adopt 2015/2016 Resolution No. 17, Education Protection Account (EPA) as presented.

Moved _____ Second _____ Vote _____

2. 2015/2016 Resolution No. 18, GASB 54

Staff recommends that the Board of Trustees adopt 2015/2016 Resolution No. 18 GASB 54, as presented.

Moved _____ Second _____ Vote _____

Public Hearing – 2016/2017 Budget

A copy of the 2016/2017 Budget is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 am-4:30 pm M-F.

3. 2016/2017 Budget Presentation (No Action)

4. Board Policy 3553, Free and Reduced-Price Meals

Staff recommends that the Board of Trustees adopt Board Policy 3553, Free and Reduced-Price Meals for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

5. Board Policy 3311, Bids

Staff recommends that the Board of Trustees adopt Board Policy 3311, Bids for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

6. Board Policy 3541.2, Transportation for Students with Disabilities

Staff recommends that the Board of Trustees adopt Board Policy 3541.2, Transportation for Students with Disabilities for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

7. Board Policy 1230, School Connected Organizations

Staff recommends that the Board of Trustees adopt Board Policy 1230, School Connected Organizations for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

Public Hearing – Local Control and Accountability Plan (LCAP)

A copy of the LCAP is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 am-4:30 pm M-F.

1. LCAP Presentation (No Action)

D. HUMAN RESOURCES

1. Approval of Director of Fiscal Services

Staff recommends that the Board of Trustees approve the hiring of the Director of Fiscal Services effective July 1, 2016.

Moved _____ Second _____ Vote _____

2. Approval of Director of Child Nutrition

Staff recommends that the Board of Trustees approve the hiring of the Director of Child Nutrition effective July 1, 2016.

Moved _____ Second _____ Vote _____

E. TECHNOLOGY

1. Educational Technology Academies and Technology Purchases

Staff recommends that the Board of Trustees approve the purchase of additional iPads and MacBooks to expand the Digital Media Academy and iPad Academy.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Items from the Board

GENERAL ANNOUNCEMENTS


Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, August 10 2016, beginning with Closed Session beginning at 6:45 pm followed by Public Session at 7:15 p.m. A Special Board Meeting will be held on Wednesday, June 14,, 2016 beginning at 6:30 pm and June 20, 2016 beginning at 12:30 pm. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

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

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

Classified Personnel Action Report
June 8, 2016


TO: Deborah Blow, Ed.D. 

SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Alford Dana	IS	Office Manager			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Allen Jennifer	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Anderson Jerid	Ralph Dunlap	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Anderson Jerid	Ralph Dunlap	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Master's Degree
Andrade Christie	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Andrade Silke	District	LVN				06/10/16	Resignation
Bello Michele	Pine Grove	Child Care Coordinator			\$50/mo	05/01/16	Additional Professional Growth Increment (4 total)
Bennett Heather	OAHS	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Bennett Heather	OAHS	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Master's Degree
Biggs, Joseph	MOT	Utility Worker			\$15.44/hr	06/13/16	Summer Worker
Borsch Dana	Ralph Dunlap	Office Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Brown Kailey	Ralph Dunlap	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Brown Kailey	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Castillo Reymar	MOT	Utility Worker			\$15.44/hr	06/13/16	Substitute
Castillo Sway	MOT	Utility Worker			\$15.44/hr	06/13/16	Substitute
Castro Reena	Olga Reed	ASES Coordinator			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Christenson Diane	Ralph Dunlap	Media Specialist			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Chung Mi Yun	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Coll Brenda	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year

Classified Personnel Action Report
June 8, 2016


TO: Deborah Blow, Ed.D. 

SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Day Michelle	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Downing Michelle	OAHS	ASB Activities Technician			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Emery Yvonne	Olga Reed	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Emery Yvonne	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Estell Julie	Alice Shaw	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Galvez Dana Angelina	OAHS	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Galvez Dana Angelina	OAHS	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Master's Degree
Green Debra	Orcutt Jr. High	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Gustafson Stephanie	Orcutt Jr. High	Office Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Hampton Valerie	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Hettinga Karen	Pine Grove	Office Manager			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Hernandez Carlos	MOT	Utility Worker			\$15.44/hr	06/13/16	Substitute
Hyatt Donna	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Jackson Phyllis	Lakeview Jr. High	Office Manager			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
James-Mandu, Amanda	Pine Grove	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Jimenez Michelle	District	LVN			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Jimenez Michelle	Joe Nightingale	ESY Nurse		Not to Exceed 102.5	\$45/hr	06/14/16-07/12/16	Extended School Year
Johns Makenzie	District Office				\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree

Classified Personnel Action Report
June 8, 2016

TO: Deborah Blow, Ed.D. 

SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Juarez Shirley	Joe Nightingale	Child Care Coordinator			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Juarez Shirley	Joe Nightingale	Child Care Coordinator			\$1000/yr	2015/2016	Educational Stipend – Master's Degree
Lafin Aaron	MOT	Utility Worker			\$15.44/hr	06/13/16	Summer Worker
Lafin Matthew	MOT	Utility Worker			\$15.44/hr	06/13/16	Summer Worker
Lane Kara	Joe Nightingale	Media Specialist			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Leyden Candance	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Liebe Jane	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Lillard Mara	District	Community Liaison				06/10/16	Retirement
Lopez Lanette	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
MacKinnon, Michelle	Child Nutrition	Director, Child Nutrition				06/03/16	Resignation
Mariscal Maria	Patterson Road	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Mariscal Maria	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Mariscal Rachel	Lakeview Jr. High	Inst Assistant			\$1,000/yr	2015/2016	Educational Stipend – Bachelor's Degree
McIntrye Laura	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Miao Kelcy	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Mitchell Chelsea	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16-07/12/16	Extended School Year
Pennington Lisa	Child Nutrition	Child Nutrition Cook			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Pirouz Rachel	Joe Nightingale	ESY Regional OT		Not to Exceed 102.5	\$35/hr	06/14/16-07/12/16	Extended School Year

Classified Personnel Action Report
June 8, 2016

TO: Deborah Blow, Ed.D. ABZ
 SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources
 SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Potter Robert	MOT	Maintenance Craftsperson				07/01/16- 10/01/16	Request Unpaid Leave o Absence
Razo Dolores	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16- 07/12/16	Extended School Year
Reynolds Crystal	Lakeview Jr. High	Inst Assistant			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Roberts David	Tech	Information Technology Specialist, Lead			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Ross Klosinski Rebecca	Ralph Dunlap	Child Care Coordinator			\$1000/yr	2015/2016	Educational Stipend – Bachelor's Degree
Salinas Jacqueline	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16- 07/12/16	Extended School Year
Samaniego Christina	Ed Services				\$50/mo	06/01/16	(1) Professional Growth Increment (2 total)
Shiffrar Sara	District Office	Accounting Technician				05/27/16	Resignation
Vaughan Lisa	Child Nutrition	Child Nutrition Worker			\$11.76/hr	05/18/16	Substitute
Waters Erin	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16- 07/12/16	Extended School Year
Winters Nicole	Joe Nightingale	Inst Assistant		No to Exceed 90	\$14.95/hr	06/14/16- 07/12/16	Extended School Year

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson
Assistant Superintendent, Human Resources

DATE: Board Meeting of June 8, 2016

RE: RECOMMENDATIONS FOR APPROVAL AND RATIFICATION

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Austin, Nancy	Nightingale	Hourly	\$25	4/7/16	SBAC, .5 hrs
Baldwin, Beth	Lakeview	Extra Duty	\$40/hr	3/8/16	Worked Prep, 1 hr
Barba, Patricia	Shaw	Extra Duty	\$40/hr	4/5/16 4/11/16	3 rd Grade Collaboration, 6 hrs ELA Adoption, 1.75 hrs
Belanger, Rebecca	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Bertoldi, Janet	District	VI	\$114,631 \$13,735 \$600/yr \$1,100/yr \$7,400	7/1/2016	Director, Educational Services Director, Child Care Cell Phone Allowance Mileage Allowance Longevity
Black, Darrell	District	VI	\$100,657 \$1,050/yr \$4,600	7/1/2016	Psychologist Mileage Allowance Longevity
Blanchard, Kim	District	Hourly	\$25	4/20/16	ELD Meeting, 2 hrs
Blow, Deborah	District		\$207,654	7/1/2016	Superintendent
Boyd, Michelle	Orcutt	IV	\$100,279 \$360 \$3,200	7/01/2016	Vice Principal Cell Phone Allowance Longevity
Brickey, Patrick	District Lakeview	Extra Duty	\$40/hr	2015-16 4/5-4/27/16 4/22/16	iPad Academy, 6 hrs Homework Club, 4 hrs Academic Intervention, 4hrs
Burch, DawnAnn	Orcutt	Extra Duty	\$40/hr	4/12/16	ELA Adoption, 1.5 hrs
Burlakovsky, Miriam	District	VI	\$100,657 \$1,050/yr	7/1/2016	Psychologist Mileage Allowance
Byrne, Jean	District	Stipend	\$5000	4/26/16	Spring Production

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Cabrera, Kristen	District	I-1	\$44,410 *	2015-16	Long Term Sub Assignments Retro Pay
	Patterson	Hourly	\$40/hr	4/4-4/26/16	Long Term Sub Planning, 24.75 hr
Callis, Wendy	Nightingale	Hourly	\$25	4/7/16	SBAC, .5 hrs
Camacho, Diane	Nightingale District	Hourly	\$25 \$30	4/20/16 4/4-4/22/16	ELD Meeting, 2 hrs Home & Hospital, 15hrs
Cave, Kelsey	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Chamberlain, John	Nightingale	Stipend	\$800	2015-16	Robotics Advisor
Chartier, Vicki	Pine Grove	Extra Duty	\$40/hr	4/21/16	Sub Shortage, 6 hrs
Chvala, Nancy	Pine Grove	Hourly	\$25	4/7-4/29/16	SBAC, 13.5 hrs
Cleveland, Paul	Lakeview	Extra Duty Stipend	\$40/hr \$862	3/30-4/30/16 2015-16	Sysop, 10 hrs Yearbook Advisor
Coffey, Daylan	Unknown	III-2	\$49,451	2016-17	Temporary, 100%
Coffey, Jody	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Cole, Cristy	District	IV-6	\$64,842*	2015-16	Long Term Sub Assignments Retro Pay
Collison, Deirdre	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Cordero, Linda	Olga Reed	Daily	\$300	4/7-4/27/16	Admin Support, 8 days
Cutler, Elizabeth	Lakeview	Extra Duty	\$50/ea \$40/hr	3/22/16 4/6-4/27/16	Sport Supervisor, 1 game Intervention, 2 hrs
Dacus, Codey	District	Hourly	\$25	4/13-4/28/16	Test Proctor, 11.5 hrs
Dahl, Cheryl	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Danielson, Lisa	Dunlap	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2. hrs
Dean, Michaela	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
DelCarmen, Maria	Lakeview	Extra Duty	\$50/ea \$40/hr	3/7/16 4/12/16 4/6-4/20/16	Sports Supervisor, 1 game Textbook Adoption, 1.5 hrs HS Articulation, 8 hrs
DelValle, Abel	Shaw	Daily	\$300	3/24/16	Sub Administrator, 1 day
Dell'Armo, Sarah	Orcutt	Extra Duty	\$40/hr	4/12/16	ELA Adoption, 1.25 hrs
Dollahite, Ashley	Nightingale	Hourly	\$25	4/7/16	SBAC, 1.75 hrs
Dollahite, Jonathan	Lakeview	III	\$96,888 \$360	7/1/2016	Vice Principal Cell Phone Allowance
Edds, Holly	District	VI	\$139,708	7/1/2016	Assistant Supt., Education Service

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Ederer, Sherri	Pine Grove	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2 hrs
Ellis, Jodi	Patterson	Stipend	\$400*	2015-16	Robotics Advisor
Espino, Abraham	District	VI	\$100,657 \$1,050/yr	7/1/2016	Psychologist Mileage Allowance
Flores, Debra	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Francisco, Mary	Dunlap	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2.5 hrs
Fraser, Jamie	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Fredriks, Ginger	Orcutt	Stipend	\$800	2015-16	Robotics Stipend
Frider, Kathleen	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Griffin, Simon	Lakeview	Extra Duty	\$40/hr	3/7/16 4/12/16	Worked Prep, 1 hr ELA Adoption, 1.5 hrs
Gutshall, Lorna	Orcutt	Extra Duty	\$40/hr	4/12/16	ELA Adoption, 1.5 hrs
Haggerty, Suzi	Olga Reed	Stipend	\$1200	2015-16	Lead Teacher
Hamilton, Jeff	Shaw	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2.25 hrs
Harlow, Kayla	District	Extra Duty	\$40/hr	2015-16 4/11/16	Digital Media Academy, 6 hrs ELA Adoption, 2.25 hrs
Hart, Debra	Olga Reed	Stipend	\$800	2015-16	Robotics Stipend
Herbstreith, Liz	Dunlap	VI	\$120,549 \$7,400 \$360/yr \$1,100/yr	7/1/2016	Principal Longevity Cell Phone Allowance Mileage Allowance
Hinden, Susan	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Hoffman, Jim	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Horton, Troy	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Hughes, Michelle	District	Hourly	\$25	4/8/16	Test Proctor, 5 hrs
Jackson, Kacie	Orcutt	Extra Duty	\$40/hr	4/29/16	Sysop, 2.5 hrs
Jaeckels, Laurie	Patterson	V-20	\$82,988*	6/11/16	Request Early Retirement
Johnson, Alicia	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Johnson, Jasmine	District	Extra Duty	\$40/hr	2015-16 4/6-4/27/16	Digital Media Academy, 6 hrs Intervention, 8 hrs
Jones, Jerome	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Jones, Kari	District	Hourly	\$25	4/20/16	ELD Adoption, 125 hrs

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Kim, Tania	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
King, Connie	Shaw	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2.5 hrs
Kirby, Jeff	Orcutt District	VI-20 Extra Duty	\$93,545* \$40/hr	2016-17 2015-16	Additional .20 FTE iPad Academy, 6 hrs
Kirkland, Keri	District Lakeview	Extra Duty	\$40/hr	2015-16 3/7/16	Digital Media Academy, 6 hrs Worked Prep, 1 hr
Kozel, Julie	Nightingale	VI	\$120,549 \$360/yr \$1100/yr	7/1/2016	Principal Cell Phone Allowance Mileage Allowance
Kuykendall, Colleen	Unknown	IV-5	\$57,182	2016-17	Temporary, 100%
Laflin, Debra	Unknown	III-2	\$49,451	2016-17	Temporary, 100%
Lake, Catherine	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Langley, Cassidy	Pine Grove	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2 hrs
Lee, Mary	District Unknown	Extra Duty IV-2	\$40/hr \$51,792	2015-16 2016-17	iPad Academy, 6 hrs Temporary, 100%
Lee, Tanya	District Unknown	Extra Duty III-2	\$40/hr \$49,451	2015-16 2016-17	Digital Media Academy, 6 hrs Temporary, 100%
Long, Kathy	District	VI	\$100,657 \$3200 \$1,050/yr	7/1/2016	Psychologist Longevity Mileage Allowance
Longest, Tammi	Shaw	Hourly	\$25	4/20/16	ELD, 5.75 hrs
Luis, Michael	Olga Reed	Stipend	\$1200	2015-16	Lead Teacher
Lyon, Ted	Lakeview	VI	\$123,447 \$360/yr \$1100/yr	7/1/2016	Principal Cell Phone Allowance Mileage Allowance
Lyon, Shane	Lakeview	Hourly	\$25	4/27/16	NWEA Testing, 1 hr
Manich, Cher	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Marks, Becky	District	Extra Duty	\$40/hr	2015-16 4/11/16	ipad Academy, 6 hrs ELA Adoption, 2.5 hrs
McCutcheon, Courtney	Orcutt	Hourly	\$25	4/20/16	ELD, 2 hrs
McGray, Cheryl	District	Extra Duty	\$40/hr	2015-16 4/1/16	iPad Academy, 6 hrs ELA Adoption, 2.5 hrs
McLean, Denise	Patterson	Stipend	\$400*	2015-16	Robotics Advisor
McInerney, Kathleen	Patterson	VI	\$120,549 \$4,600 \$360/yr \$1,100/yr	7/1/2016	Principal Longevity Cell Phone Allowance Mileage Allowance

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Meyer, Karen	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Misiewica, Gillian	Pine Grove	Stipend	\$800	2015-16	Robotics Stipend
Nicholson, Donald	District		\$139,908	7/1/2016	Assistant Superintendent HR
Orozco, Xiaoyan	Lakeview	Extra Duty	\$40/hr	4/4-4/25/16	Interpreter, 4 hrs
Ortiz, Patricia	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Osborne, Kelly	Orcutt	III	\$111,342 \$360/yr \$1,100	7/1/2016	Principal Cell Phone Allowance Mileage Allowance
Padilla, Valerie	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Partida, Kristi	District	Extra Duty	\$40/hr	2015-16 3/3/16 4/20/16 4/13-4/26/16	Digital Media Academy, 6 hrs Worked Prep, 1 hr HS Articulation, 4 hrs Intervention, 4 hrs
Pawley, Lise	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Perez, Cecilia	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Ramirez, Cory	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Ramos, Lynn	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Rhyne, Suzi	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Rianda, Terry	Nightingale District	Hourly Extra Duty	\$35 \$40/hr	6/14-7/12/16 4/4-4/22/16	ESY APE Teacher, 102.5 hrs Home & Hospital, 13 hrs
Richards, Aniko	Dunlap	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2.5 hrs
Riede, Kirstin	Shaw	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2.5 hrs
Riezebos, Devin	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Robles, Danielle	Lakeview	Extra Duty	\$50/ea	3/17/16	Sports Supervisor, 1 game
Rohwedder, Audrey	Shaw	Extra Duty	\$40/hr	4/11/16	ELA Adoption, 2.25 hrs
Romine, Michelle	District	III	\$79,238 \$600 \$800	7/1/16	Administrative School Nurse Cell Phone Allowance Mileage Allowance
Salinas, Ernie	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Salinas, Janinne	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Salvesen, Kris	Pine Grove	Hourly	\$25	4/25-4/26/16 4/6-4/29/16	NEWA Proctor, 10 hrs SBAC, 12.25 hrs

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Sanders, Greg	Lakeview	Extra Duty	\$40/hr	3/8/16 4/7-4/28/16	Worked Prep, 1 hr Homework Club, 3 hrs
Solis, Julie	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Salucci, Susan	Pine Grove	VI	\$120,549 \$579.56 \$360/yr \$1,100/yr	7/1/2016	Principal Extra Days, 5 days Cell Phone Allowance Mileage Allowance
Schmalbach, Robert	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Schmid, John	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Schmidt, Joseph	Nightingale	V	\$103,789 \$360/yr	7/1/2016	Vice Principal Cell Phone Allowance
Severance, Jenee	Shaw	VI	\$120,549 \$360/yr \$1100/yr	7/1/2016	Principal Cell Phone Allowance Mileage Allowance
Shannon, Joanne					
Soriano, Yvette	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Spaht, Nicholas	Olga Reed	IV-3 Stipend	\$53,529 \$914	6/10/16 2015-16	Resignation Yearbook Advisor
Stein, Megan	Unknown	IV-3	\$53,529	2016-17	Temporary, 100%
Stevenson, Kathleen	Dunlap	Hourly	\$25	4/25-4/29/16	NWEA, 29 hrs
Streeper, Rodney	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Sussex, Joy	Patterson	Extra Duty	\$40/hr	4/21/16	Kinder Collaboration, 6 hrs
Taber, Alena	Orcutt	II-1	\$45,686	2016-17	Prob 1
Taubenheim, Michael	Nightingale Orcutt District	Hourly Extra Duty	\$35 \$40/hr	6/14-7/12/16 4/11-4/25/16 4/4-4/29/16	ESY Teacher, 102.5 hrs Detention, 2 hrs Home & Hospital, 19 hrs
Thomas, Lana	District	VI	\$113,543 \$7,400 \$360/yr \$2,200/yr	7/1/2016	Director, Pupil Services Longevity Cell Phone Allowance Mileage Allowance
Thompson, Linda	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Speech Teacher, 92.5 hrs
Tiara, Myrna	Nightingale	Hourly	\$35	6/14-7/12/16	ESY Teacher, 102.5 hrs
Torbert, Arlene	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Trenev, Valerie	Shaw District	Stipend Extra Duty	\$800 \$40/hr	2015-16	Robotics Advisor Digital Media Academy, 6 hrs
Tummolo, Launi	Lakeview	Extra Duty	\$40/hr	4/6-4/20/16 4/12/16	Homework Club, 5 hrs ELA Adoption, 1.5 hrs

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Underwood, Nancy	Lakeview	Extra Duty	\$50/ea	3/21/16	Sports Supervisor, 1 game
VanAllen, William	Lakeview	Extra Duty	\$40/hr	4/5-4/28/16	Detention, 8 hrs
VanDerLinden, Holland	Olga Reed	Hourly	\$25	4/22-4/29/16	Title 1, 12.5 hrs
Vertrees, Katie	Lakeview	Extra Duty	\$40/hr	3/8/16 4/12/16	Worked Prep, 1 hr ELA Adoption, 1.5 hrs
Vidal, Jerred	Lakeview District	Stipend Extra Duty	\$800 \$40	2015-16 3/8/16	Robotics Advisor Digital Media Academy, 6 hrs Worked Prep, 1 hr
Whitted, Dana	Lakeview	Hourly	\$25	4/13-4/19/16	NWEA, 55 hrs
Wilkanoski, Lisa	District	Extra Duty	\$40/hr	2015-16	iPad Academy, 6 hrs
Zamudio, Kelli	Orcutt	Extra Duty	\$40/hr	4/12/16	ELA Adoption, 1.5 hrs
Zimmerman, Elizabeth	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Zimmerman, Lauren	District	Extra Duty	\$40/hr	2015-16	Digital Media Academy, 6 hrs
Zucker, Anna	Orcutt	Extra Duty	\$40/hr	4/4-4/28/16	Detention, 10 hrs

*To be prorated

Warrants

These materials are not included in this copy of the agenda. The warrants are available for review at the District Office, 500 Dyer Street, Orcutt, CA. Monday-Friday from 7:30 am – 4:30 pm.

This procedure is in compliance with the Public Document Law, Government Code Section Number 6257.

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
May 11, 2016**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, May 11, 2016 beginning with Mrs. Phillips calling Public Session to order at 6:45 p.m. The Pledge of Allegiance was led by Bob Hatch. Members Present: Phillips, Peterson and Hatch. Absent: Buchanan and Zilli. Administrators Present: Blow, Nicholson, Edds and Fell. It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt the May 11, 2016 agenda, as presented. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

SUPERINTEDENT'S REPORT

Each principal recognized a PTA/PTSA member for their service during the 2015/2016 school year. The meeting was adjourned to a Recognition Reception as 7:25 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:40 p.m.

SUPERINTEDENT'S REPORT (continued)

Guadalupe Union School District shared a "thank you" video for including their district in the EMI (Educational Media Innovation) Awards process and presentation. Dr. Blow thanked Kirby Fell and Janet Bertoldi for all of their work on the EMIs and also the Innovation Showcase that was held earlier in the day.

OCAF Executive Director, Ali Bailey, reported that OCAF was partnering with OTORA (Old Town Orcutt Revitalization Association) to share space at 120 E. Clark Avenue. A recent "First Friday" event showcased the art work from Patterson Road School. OCAF received money from Santa Barbara Bowl Instrument Fund and purchased a sousaphone and baritone saxophone for the junior high music program. Two scholarships will be awarded to OAHHS students that are pursuing careers in the fine/performing arts field. The Santa Barbara Arts Council awarded OCAF the Lester B. Hayes Project & Performance Grant for \$1000.

PUBLIC COMMENT

Trina Long, with Santa Barbara County Health Department reported that the Santa Barbara County School Wellness Council will host the 3rd Annual School Wellness Summit in October and invited the district to participate.

OEA President, Monique Segura reported that they had received 23 scholarship applications and were in the process of making their selections. She encouraged everyone to attend the many retiree celebrations that would be happening up in June.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of April 13, 2016
- E. Minutes, Special Meeting of April 20, 2016
- F. Board Policy 5030, Student Wellness
- G. Board Policy 5117, Interdistrict Attendance
- H. Board Policy 6142.92, Mathematics Instruction
- I. Board Policy 6146.1, High School Graduation Requirements
- J. Board Policy 6173, Education for Homeless Children
- K. Board Policy 6179, Supplemental Instruction
- L. 2016-17 Migrant Education Program Memorandum of Understanding

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

ACTION AGENDA ITEMS

It was moved by Jim Peterson, seconded by Bob Hatch and carried to accept the gifts and requested that a letter of acceptance and appreciation be forwarded to Rotary Club of Santa Maria Breakfast. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to approve the Strategic Plan Target Dates for 2016-17, as presented. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

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

It was moved by Jim Peterson, seconded by Bob Hatch and carried to approve the \$0.25 meal price increase and \$0.15 milk increase for the child nutrition lunch program, as proposed. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to approve the Code of Ethics and Conduct for Child Nutrition as presented. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

Public Hearing

Mrs. Phillips opened the Public Hearing for Materials Adoption and called for discussion. There being no discussion she closed the hearing.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt the programs as submitted and directed that staff purchase items as soon as possible for delivery prior to June 30, 2016. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt **Board Policy 6142.1, HIV/AIDS Prevention Instruction** for first reading and asked that it be placed on the next Consent Agenda for second reading. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt **Board Policy 6152.1, Placement in Mathematics Courses** for first reading and asked that it be placed on the next Consent Agenda for second reading. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt **Board Policy 6177, Summer School** for first reading and asked that it be placed on the next Consent Agenda for second reading. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

Ratification of Agreements

It was moved by Jim Peterson, seconded by Bob Hatch and carried to ratify the negotiated agreement with **Orcutt Educators Association (OEA)** and approve the corresponding pay schedule effective July 1, 2015. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

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

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

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

It was moved by Jim Peterson, seconded by Bob Hatch and carried to grant a 6% salary increase effective July 1, 2015 and 2% in one-time compensation in 2015/2016 to the **Superintendent, Assistant Superintendent of Business, Assistant Superintendent of Educational Services, Assistant Superintendent of Human Resources and Chief Technology Officer**. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt the 2016-17 Elementary TK-8, including OAK-8 and Junior High School Calendars as submitted. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to approve the annual inter-district transfer agreement between Solvang Elementary School District and the Orcutt Union School District. Ayes: Peterson, Phillips and Hatch. Absent: Buchanan and Zilli.

ITEMS FOR INFORMATION/DISCUSSION

Mr. Hatch commented that he was honored to emcee the EMI Awards event again this year and that he had attended the Innovation Showcase and was very impressed with the student presentations.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, June 8, 2016 with Public Session beginning at 7:15 pm in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN TO CLOSED SESSION

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adjourn to Closed Session at 7:53 pm.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 8:35 pm and Mrs. Phillips reported that no action was taken in Closed Session.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adjourn the meeting at 8:40 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Rob Buchanan, Clerk, Board of Trustees



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale School Date: 5-16-20

DONOR: Name: Julie Kozel
Address: 223 Gilea Court, Santa Maria, CA. 93455
Phone No. 805-448-6975

GIFT: Item Donated Special Needs Push Chair or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: Special Education Classrooms
General Description: Maclaren Major Elite Push Chair
Model No.: 4572 Condition: New Used
Value (estimated): \$500-\$550
Purpose of Gift: For use in Special Education classrooms
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: To be used for Special Education classrooms

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? N/A

C. Will donor pay installation costs? Yes No

D. Will there be operating costs?
If yes, what type?
N/A

Acceptance Requested By (OUSD Staff Member): Terry Garnica; Office Manager
Acceptance Approved By (Administrator): Joe Schmidt; Vice Principal
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.)



Santa Barbara County Education Office
4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-3041 • Direct Dial: 964-4710 plus extension
Service and Leadership • www.sbceo.org

April 12, 2016

SBAS-8897

Action due:
Thursday, July 1

TO: K-12 School Districts
Community Colleges

ATTENTION: Presidents/Superintendents

FROM: Denice Cora, Administrator
School Business Advisory Services

SUBJECT: Governing Board Member General Election 2016

The statewide general election will be held on Tuesday, Nov. 8, to elect district governing board members to fill terms that will expire on Dec. 2. Attached is an Order of Election for your board to adopt. Please return one copy to this office and one copy to the Elections Office by no later than Thursday, July 1. (If you are required to consolidate the Election with San Luis Obispo or Ventura Counties, you must provide a separate resolution for each County Elections Office.)

Also enclosed are the following informational items:

- Notification to Consolidate Governing Board Member Elections**
Education Code Section 5340 states the county superintendent of schools shall notify districts that a consolidated election must be held.
- Governing Board Members - Terms Expiring December 2016**
A list, by school district, of board members whose terms expire on the first Friday in December. (County board of education board member terms expire on Nov. 25, the last Friday in November.)
- General Election Calendar – Nov. 8, 2016**
A reference on election time lines.

Candidates may obtain nomination documents between July 18 and Aug. 12, during regular business hours, from the following county clerk-recorder office locations:

Santa Barbara Elections Office
4400-A Calle Real
Santa Barbara 93110
Phone: 805-696-8957

Santa Maria Elections Office
511 East Lakeside Parkway, Suite 115
Santa Maria 93455
Phone: 805-346-8374

If you have questions, I can be reached at 805-964-4711, ext. 5237 or dcora@sbceo.org

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 8, 2016

The purpose of the election¹ is to elect 2 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 June 8, 2016.

(Signed) _____
Clerk/Secretary of the Governing Board

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).

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

_____ District
 this 8th day of June, 2016.

Ayes:

Noes:

Absent:

 Secretary to the Board of Directors



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent Business Services

BOARD MEETING DATE: June 8, 2016

BOARD AGENDA ITEM: Resolution No. 17 Education Protection Account (EPA) Requirements

BACKGROUND: Proposition 30, The Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012, temporarily increases the State's sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012. The provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account (EPA) to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f).

Local Education Agencies (LEAs) such as school districts, county offices of education, and charter schools will receive funds from the EPA based on their proportionate share of the statewide LCFF amount. A corresponding reduction is made to a LEAs LCFF state aid equal to the amount of their EPA entitlement. LEAs will receive EPA payments quarterly in the 2015–16 Fiscal Year.

Nearly all of the increased revenue generated from Proposition 30 is used to pay K-14 expenses from the prior year and reduce delays in payments due to schools. Therefore, districts throughout California are estimating deferral payback funding which will allow for restoration of previous cuts imposed during the recession.

2016-17 Education Protection Act

The Proposition 30 initiative was intended to minimize deeper cuts to school agencies and other state-supported programs in California. In addition, Proposition 30 prohibits the Initiative's tax revenues allocated to K-12 agencies from being used for administrative costs. While all revenues raised by Proposition 30 are distributed to school districts, a significant share of those resources simply reduce the amount of other state funding that schools receive.

Before June 30 of each year, the State Director of Finance is required to estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year.

Education Protection Account	
Estimated Funds	
Calculation:	\$ 5,719,483
Estimated Expenditures <i>instruction, instructional library, media, and technology, guidance and counseling services, psychological services, attendance and social work services, health services, speech pathology and audiology services, custodians, plant services, and, pupil testing services.</i>	\$ 5,719,483
<p>Note: As per Article XIII, Section 36 of the California Constitution, the district will post an accounting of the actual money received from the EPA and accounts where the money was allocated when we receive the funds.</p>	

RECOMMENDATION:

Staff recommends the Board Adopt Resolution No.17, The Education Protection Account 2016-17, as presented above.

FUNDING:

General Fund



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent Business Services

BOARD MEETING DATE: June 8, 2016

BOARD AGENDA ITEM: Fund Balance GASB 54 Resolution #18

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, 2016, 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 #18 as presented.

FUNDING: All Funds

ORCUTT UNION SCHOOL DISTRICT

RESOLUTION NO. 2015-2016

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 2015-16 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 June 8, 2016, 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 _____ day of _____, 2016.

President of the Governing Board



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: June 8, 2016

BOARD AGENDA ITEM: Board Policies: 3553 - Free and Reduced-Price Meals; 3311 - Bids; 3541.2 - Transportation for Students with Disabilities; 1230 - School-Connected Organizations

BACKGROUND: In our continued effort to be current with district board policies, below are a list of the attached a board policies for first reading. These policies have been reviewed by the School Boards Association legal counsel to comply with current requirements. This will bring us up-to-date with current practices and legalese.

Board Policy	Policy
3553	Free and Reduced-Price Meals
3311	Bids
3541.2	Transportation for Students with Disabilities
1230	School – Connected Organizations

RECOMMENDATION: Staff recommends that the Board of Trustees approve Board Policies 3553, 3311, 3541.2 and 1230 as presented for first reading.

FUNDING: N/A

Business and Noninstructional Operations

TRANSPORTATION FOR STUDENTS WITH DISABILITIES

The Board of Trustees shall ensure that appropriate transportation services are provided for students with disabilities as specified in their individualized education program (IEP) or accommodation plan. The district shall make home-to-school transportation available for students at no cost to parents/guardians as specified in the student's IEP. **desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan.**

(cf. 0430 - Comprehensive Local Plan for Special Education)

~~(cf. 3250 - Transportation Fees)~~

(cf. 3540 - Transportation)

(cf. 6159 - Individualized Education Program (IEP))

~~(cf. 6159.2 - Nonpublic Nonsectarian School and Agency Services for Special Education)~~

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

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

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan.

~~The Superintendent or designee shall establish criteria and procedures for determining the most appropriate mode of transportation for an individual student based on identified needs as determined in the IEP or accommodation plan.~~

The Superintendent or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedule, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian.

(cf. 3250 - Transportation Fees)

If a student whose IEP or accommodation plan specifies transportation needs is excluded from school bus transportation for any reason, such as suspension, expulsion, or other reason, the district shall provide alternative transportation at no cost to the student or parent/guardian. (Education Code 48915.5)

BP 3541.2 (b)

(cf. 5131.1 - Bus Conduct)

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

When contracting with a nonpublic, nonsectarian school or agency to provide special education services, the Superintendent or designee shall ensure that the contract includes general administrative and financial agreements related to the provision of transportation services if specified in the student's IEP. (Education Code 56366)

(cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)

The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis.

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

(cf. 3541 - Transportation Routes and Services)

The Superintendent or designee shall establish procedures to ensure compatibility between mobile seating devices and bus securement systems **required by 49 CFR 571.222 (Education Code 56195.8)**

(cf. 3542 - School Bus Drivers)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (Education Code 39839; Civil Code 54.1-54.2; 28 CFR 35.136)

(cf. 6163.2 - Animals at School)

When transportation is not specifically required by the IEP or Section 504 plan of a student with disabilities, the student shall be subject to the rules and policies regarding regular transportation offerings within the district.

Legal Reference:

EDUCATION CODE

39807.5 Payment of transportation cost

39839 Guide dogs, signal dogs and service dogs on bus

41850-41854 Allowances for transportation

48300-48315 Alternative interdistrict attendance program

48915.5 Expulsion of students with exceptional needs

56040 No cost for special education and related services

56195.8 Adoption of policies

56327 Assessment for special education and related services

56345 Individualized education program

~~56366 Nonpublic nonsectarian schools or agencies~~

56366.1 **5-56366.1 Nonpublic nonsectarian schools or agencies** ~~Waiver of requirements under section 56365 and 56366~~

CIVIL CODE

54.1-54.2 Service Animals

BP 3541.2 (c)

CODE OF REGULATIONS, TITLE 5

~~15050 Transfer of funds to child development fund and development center for handicapped pupils fund~~

15243 Physically handicapped minors

15271 Exclusion from report UNITED

STATES CODE, TITLE 20

1400-1487 **2** Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

CODE OF FEDERAL REGULATIONS, TITLE 34

104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504

300.1-300.818 Individuals with disabilities Education Act, especially:

300.34 Transportation defined as related service

CODE OF FEDERAL REGULATIONS, TITLE 49

571.222 Federal requirements for bus securement systems

Management Resources:

~~CDE MANAGEMENT ADVISORIES~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Special Education Transportation Guidelines

Pupil Fees, Deposits and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

~~0500.92 Implementation of Special Education Transportation Apportionment (#92-02)~~

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Protecting Students with Disabilities; Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, 2009

Questions and Answers on Serving Children with Disabilities Eligible for Transportation, 2009

~~CDE PROGRAM ADVISORIES~~

~~0609.95 School transportation fee exemption for handicapped children and pupils whose parents or guardians are indigent (LO: 2-95)~~

WEB SITES

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

U.S. Department of Education: <http://www.ed.gov>

Policy Adopted: ~~2/15/07~~ **06/08/2016**
Orcutt, California

ORCUTT UNION SCHOOL DISTRICT

Free And Reduced Price Meals

Business and Noninstructional Operations

The Governing Board recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

- (cf. 3551 - Food Service Operations/Cafeteria Fund)
- (cf. 3552 - Summer Meal Program)
- (cf. 5030 - Student Wellness)
- (cf. 5148 - Child Care and Development)
- (cf. 5148.2 - Before/After School Programs)
- (cf. 6177 - Summer School)

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. (Education Code 49550, 49552)

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meals program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

- (cf. 3550 - Food Service/Child Nutrition Program)

Schools participating in the Special Milk Program pursuant to 42 USC 1772 shall provide milk at no charge to students who meet federal eligibility criteria for free or reduced-price meals.

The Board shall approve, and shall submit to the California Department of Education for approval, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students. (Education Code 49557)

- (cf. 0410 - Nondiscrimination in District Programs and Activities)
- (cf. 3555 - Nutrition Program Compliance)
- (cf. 5145.3 - Nondiscrimination/Harassment)

Confidentiality/Release of Records

All applications and records related to eligibility for the free and reduced-price meals program shall be confidential except as provided by law and authorized by the Board or pursuant to a court order. (Education Code 49558)

- (cf. 5125 - Student Records)

BP 3553 (b)

The Board authorizes designated employees to use individual records pertaining to student eligibility for the free and reduced-price meals program for the purposes of: (Education Code 49558)

1. Disaggregation of academic achievement data

(cf. 6162.51 - ~~Standardized Testing and Reporting Program~~ **State Academic Achievement Tests**)

2. In any school identified as a Title I program improvement school pursuant to 20 USC 6316, identification of students eligible for school choice and supplemental educational services

(cf. 0520.2 - Title I Program Improvement Schools)

(~~cf. 5125 - Student Records~~)

(cf. 6171 - Title I Programs)

If a student transfers from the district to another district, **charter school, county office of education program**, or to a private school, the Superintendent or designee may ~~release~~ **share** the student's **meal eligibility status information** or a copy of his/her free and reduced-price meal application to the other **educational agency** ~~district or school~~ to assist in the continuation of the student's meal benefits.

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to another school district, charter school, or county office of education that is serving a student living in the same household for purposes related to program eligibility and data used in local control funding formula calculations. (Education Code 49558)

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to the Superintendent of Public Instruction for purposes of determining allocations under the local control funding formula and for assessing accountability of that funding. (Education Code 49558)

The Board further authorizes the release of information on the school lunch program application to the local agency that determines eligibility **for participation in the Medi-Cal program if the student has been approved for free meals or, if included in the agreement with the agency that determines eligibility for** ~~National School Lunch Program with the local agency responsible for determining eligibility for participation in the CalFresh (formerly Food Stamp) or another nutrition assistance~~ **authorized under 7 CFR 210.1 provided if that the student is has been approved for free or reduced price meals. Information may be released for these purposes only if the student's and the parent/guardian consents to the sharing of information and the district has entered into a memorandum of understanding with the local agency which, at a minimum, includes the roles and responsibilities of the district and local agency and the process for sharing information. After sharing information with the local agency for purposes of determining eligibility for that program, no further information shall be shared unless otherwise authorized by the law. in accordance with** (Education Code 49557.2, 49557.3, 49558)

(cf. 5141.6 - School Health Services)

Legal Reference:

EDUCATION CODE

- 48980 Notice at beginning of term
- 49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001
- 49490-49494 School breakfast and lunch programs
- 49500-49505 School meals
- 49510-49520 Nutrition
- 49530-49536 Child Nutrition Act of 1974
- 49547-49548.3 Comprehensive nutrition service
- 49550-49562 Meals for needy students

CODE OF REGULATIONS, TITLE 5

- 15510 Mandatory meals for needy students
- 15530-15535 Nutrition education
- 15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 20

- 1232g Federal Educational Rights and Privacy Act
- 6301-6514 Title I programs

UNITED STATES CODE, TITLE 42

- 1751-1769j School lunch program
- 1771-1791 Child nutrition, especially:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

- 210.1-210.31 National School Lunch Program
- 220.10-220.21 National School Breakfast Program
- 245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk

WELFARE AND INSTITUTIONS CODE

14005.41 Basic health care

Management Resources:

CSBA PUBLICATIONS

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, ~~2007~~ **2012**

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, ~~rev. April 2006~~ **2012**

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

~~USDA- NSD SNP-07-2010- 15~~ Change in Free and Reduced-Price Meal Application Approval Process, September 2010

~~NSD-SNP-12-2010 Clarification Regarding the Ability to Share Student Meal Program Eligibility Information Between School Food Authorities, April 2010~~

~~04-103 Implementation of Final Rule on Verification of Applications for Free and Reduced-Price Meals, August 2004~~

~~98-101 Confidentiality of Free and Reduced-Price Eligibility Information, February 1998~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Feed More Kids, Improve Program Participation

Direct Certification Implementation Checklist, May 2008

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Eligibility Manual for School Meals: Federal Policy for Determining and Verifying Eligibility,

~~January 2008~~ July 2015

Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002
WEB SITES

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

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

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

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

Policy Adopted: ~~06/13/2012~~ 06/08/16

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California

Business and Noninstructional Operations

BIDS

The Governing Board is committed to promoting public accountability and ensuring prudent use of public funds. In leasing or purchasing equipment, materials, supplies, or services for the district and when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such leases and purchases shall be made using competitive bidding.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3000 - Concepts and Roles)
(cf. 3300 - Expenditures and Purchases)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements **regarding contracting after competitive bidding**. (Public Contract Code ~~20111-20118.4~~. 20116, 22033)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

For award of contracts which, by law or Board policy, require prequalification, the procedures shall identify a uniform system for rating bidders and shall address the issues covered by the standardized questionnaire and model guidelines developed by the Department of Industrial Relations pursuant to Public Contract Code 20101.

(cf. 9270 - Conflict of Interest)

When calling for bids, the Superintendent or designee ensure that the bid specification clearly describes in appropriate detail the quality, delivery, and service required and includes all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

~~The Superintendent or designee shall develop the procedures to be used for rating bidders for award of contracts which, by law or Board policy, require prequalification. The procedures shall identify a uniform system for rating bidders and shall address the issues covered by the standardized questionnaire and model guidelines developed by the Department of Industrial Relations pursuant to Public Contract Code 20101.~~

Except as authorized by law and specified in the administrative regulation, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

BP 3311(b)

For use in contracting for public works projects, the Board has, by resolution, adopted the procedures set forth in the Uniform Public Construction Cost Accounting Act pursuant to Public Contract Code 22030-22045, including the required cost accounting procedures and the informal bidding procedures when allowed by law. The Board delegates to the Superintendent or designee the responsibilities to award any contract eligible for informal bidding procedures and to develop plans, specifications, and working details for all public projects requiring formal bidding procedures.

Legal Reference:

EDUCATION CODE

17070.10-17079.30 Leroy F. Greene School Facilities Act

17250.10-17250.55 Design-build contracts

17406 Lease-leaseback contract

17595 Purchases of supplies through Department of General Services

17602 Purchase of surplus property from federal agencies

38083 Purchase of perishable foodstuffs and seasonable commodities

38110-38120 Apparatus and supplies

39802 Transportation services

CODE OF CIVIL PROCEDURE

446 Verification of pleadings

GOVERNMENT CODE

4217.10-4217.18 Energy conservation contracts

4330-4334 Preference for California-made materials

6252 Definition of public record

53060 Special services and advice

54201-54205 Purchase of supplies and equipment by local agencies

PUBLIC CONTRACT CODE

1102 Emergencies

2000-2002 Responsive bidders

3000-3010 Roofing projects

3400 Bids, specifications by brand or trade name not permitted

3410 United States produce and processed foods

6610 Bid visits

12200 Definitions, recycled goods, materials and supplies

20101-20103.7 Public construction projects, requirements for bidding

20103.8 Award of contracts

20107 Bidder's security

20111-20118.4 contracting by school districts 20189 Bidder's security, earthquake relief

22002 Definition of public project

22030-22045 Alternative procedures for public projects (UPCCAA)

22050 Alternative emergency procedures

22152 Recycled product procurement

COURT DECISIONS

McGee v. Balfour Beatty Construction, LLC, et al. (4/12/16 No. B262850)

Davis v. Fresno Unified School District, (2015) 237 Cal.App.4th 261

Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739

Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425

Marshall v. Pasadena USD, (2004) 119 Cal.App.4th 1241

Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449

City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 Ops. Cal. Atty. Gen. 1 (2006)

Management Resources:

CALIFORNIA UNIFORM CONSTRUCTION COST ACCOUNTING COMMISSION PUBLICATIONS

Cost Accounting Policies and Procedures Manual

Frequently Asked Questions

WEB SITES

CSBA: [http:// www.csba.org](http://www.csba.org)

California Association of School Business Officials: <http://www.casbo.org>

California Uniform Construction Cost Accounting Commission:

http://www/sco.ca.gov/ard_cuccac.html

Policy Adopted: ~~11/13/2013~~ **6/8/16**

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California

Community Relations

SCHOOL-CONNECTED ORGANIZATIONS

The Board recognizes that parents/guardians and community members may wish to organize parent organizations and/or booster clubs for the purpose of supporting the district's educational and extracurricular programs. The Board appreciates the contributions made by such organizations toward the Board's vision for student learning and for providing all district students with high-quality educational opportunities. ~~school-connected organizations are separate legal entities, independent of the district. However, in order to help the Board fulfill its legal and fiduciary responsibility to manage district operations, any school-connected organization that desires to raise money to benefit any district student shall submit a request for authorization to the Board, in accordance with Board policy and administrative regulation. In addition, the Superintendent or designee shall establish appropriate internal controls for the relationship between school-connected organizations and the district.~~

(cf. 0200 - Goals for the School District)

(cf. 6020 - Parent Involvement)

Persons proposing to establish a school-connected organization shall submit a request to the Board for authorization to operate within the district or at a district school.

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 1330 - Use of School Facilities)

(cf. 3452 - Student Activity Funds)

~~The Board encourages school-connected organizations to consider the impact of fund-raising activities on the overall school and district program. School-connected organizations may consult with the principal to determine school needs and priorities. Activities by school-connected organizations shall not conflict with law, Board policies, administrative regulations, or any rules of the sponsoring school.~~

A school-connected organization, including a booster club, parent-teacher association or organization, or other organization that does not include an associated student body or other student organization, shall be established and maintained as a separate entity from the school or district. Each school-connected organization shall be subject to its own bylaws and operational procedures or to the rules or bylaws of its affiliated state or national organization, as applicable.

In addition, activities by school-connected organizations shall be conducted in accordance with law, Board policies, administrative regulations, and any rules of the sponsoring school.

(cf. 3290 - Gifts, Grants and Bequests)

(cf. 3554 - Other Food Sales)

(cf. 5030 - Student Wellness)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

COMMUNITY RELATIONS

BP 1230 (b)

The Superintendent or designee shall establish appropriate rules for the relationship between school-connected organizations and the district.

A school-connected organization shall obtain the written approval of the Superintendent or designee prior to soliciting funds upon the representation that the funds will be used wholly or in part for the benefit of a district school or the students at that school. (Education Code 51521)

(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 1330 - Use of School Facilities)
(cf. 3452 - Student Activity Funds)

A school-connected organization may consult with the principal to determine school needs and priorities.

Any participation in fundraising activities by students and their parents/guardians and/or any donation of funds or property shall be voluntary. (Education Code 49011)

(cf. 3260 - Fees and Charges)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex
35160 Authority of governing boards
38130-38138 Civic Center Act, use of school property for public purposes
48931 Authorization for sale of food by student organization
48932 Authorization for fund-raising activities by student organization
49011 Student fees
49431-49431.7 Sale of food to elementary students during the school day *Nutritional standards*
49431.2 Sale of food to middle, junior, or high school students
49431.5 Sale of beverages at elementary, middle, or junior high schools
51520 Prohibited solicitation on school premises
51521 Fund-raising project

BUSINESS AND PROFESSIONS CODE

17510-17510.95 Solicitations for charitable purposes
25608 Alcohol on school property; use in connection with instruction

GOVERNMENT CODE

12580-12599.7 Fundraisers for Charitable Purposes Act

PENAL CODE

319-329 Lottery, raffle

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs
15500 Food sales in elementary schools
15501 Food sales in high schools and junior high schools
15575-15578 Requirements for foods and beverages outside the federal meals program

COMMUNITY RELATIONS

BP 1230 (c)

CODE OF REGULATIONS, TITLE 11

300-312.1 Fundraising for charitable purposes

UNITED STATES CODE, TITLE 20

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

CODE OF FEDERAL REGULATIONS, TITLE 7

210.11 Competitive food services

220.12 Competitive food services

COURT DECISIONS

Serrano v. Priest, (1976) 18 Cal. 3d 728

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4-89

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

2015 ASB Accounting Manual, Fraud Prevention Guide and Desk Reference

WEB SITES

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

California Office of the Attorney General, charitable trust registry: <http://caag.state.ca.us/charities>

California State PTA: <http://www.capta.org>

Fiscal Crisis and Management Assistance Team (FCMAT); <http://www.fcmat.org>

Policy Adopted: ~~10/14/09~~ 6/8/16

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California

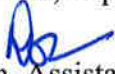


Orcutt Union School District

Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM:  Don Nicholson, Assistant Superintendent/Human Resources

BOARD MEETING DATE: June 8, 2016

BOARD AGENDA ITEM: Approval of Classified Management Position: Director, Fiscal Services

BACKGROUND: The opening for Director, Fiscal Services was flown, interviews held, and final selection made.

FINANCIAL CONSIDERATIONS:
The Director, Fiscal Services will be placed at the appropriate step of the classified management salary schedule.


RECOMMENDATION: It is recommended that the Board of Trustees approve the hiring of the Director, Fiscal Services.



Orcutt Union School District Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM: Don Nicholson,  Assistant Superintendent/Human Resources

BOARD MEETING DATE: June 8, 2016

BOARD AGENDA ITEM: Approval of Classified Management Position:
Director, Child Nutrition Services

BACKGROUND: The opening for Director, Child Nutrition Services was flown, interviews held, and final selection made.

FINANCIAL CONSIDERATIONS:
The Director, Child Nutrition Services will be placed at the appropriate step of the classified management salary schedule.

RECOMMENDATION: It is recommended that the Board of Trustees approve the hiring of the Director, Child Nutrition Services.



TECHNOLOGY SERVICES MEMORANDUM

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

FROM: Kirby Fell
Chief Technology Officer

BOARD MEETING DATE: June, 8 2016

BOARD AGENDA ITEM: Educational Technology Academies and Technology Purchases

BACKGROUND: This year was a huge success for our educational technology academies. Since it began in 2014, we have had 56 teachers participate in our Digital Media Academy and we welcomed 29 teachers to our new iPad Academy this year. Our goal is to expand both academies for the 2016-17 school year and add a new Chromebook Academy targeted for teachers of grades 7-12. This expansion directly supports our five-year technology plan by increasing student and teacher access to technology and providing professional development to promote 21st Century Skills.

The application process is underway for the 2016-17 cohorts and we have received 38 applications so far. The application window closes June 10, 2016 and we fully expect to have additional teachers apply prior to the deadline.

In support of the District's strategic plan, we would like to purchase additional iPads and MacBooks for the 2016-17 educational technology cohorts.

RECOMMENDATION: Staff recommends approval to purchase additional iPads and MacBooks to expand the Digital Media Academy and iPad Academy.

FUNDING: One-Time Money