

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, June 12, 2013
Public Session – **6:45 P.M.**
Closed Session Following
Instructional Media Center
500 Dyer Street Building H, Orcutt, CA 93455

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

PUBLIC COMMENT ANNOUNCEMENT

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

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

- A. Pledge of Allegiance
- B. Superintendent's Report
An opportunity for the Superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities such as curriculum/instructional updates, timely events/information, and district activities.
 - 1. Presentation of Altrusa Donation by Sandy Buchanan and Suzanne Hajnik
 - 2. Retiree Recognition
- C. Adjourn to Retiree Reception
- D. Reconvene to Public Session – **District Office Board Room**
- E. Superintendent's Report (continued)
 - 3. Trout in the Classroom – Doug Daniels
- F. 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.
- G. 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.

1. Interim Financial Report Analysis and Recommendations from Santa Barbara County Education Office for the period ending January 31, 2013
2. Thank You from Jan Yanagisako

H. Public Hearing – 2013/2014 Budget

CONSENT AGENDA ITEMS

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

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of May 8, 2013
- E. Minutes, Special Meeting of May 29, 2013
- F. Interdistrict Attendance Agreement Requests 2012/2013
- G. Interdistrict Attendance Agreement Requests 2013/2014
- H. Certificated Substitute Wages

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Acceptance of Gifts

Campus Connection received a donation of \$305.67 from Beth Karamitsos to be used for a scholarship for a family in need.

Joe Nightingale School received a donation of a large heavy duty tricycle designated for children with exceptional needs from Darrell Black.

Lakeview Jr. High School received a donation of \$550 from Irma Cortez to be used for supplies.

Rabobank contributed \$800 toward the expenses associated with the North County Math Super Bowl. In addition, the bank allowed several of its employees to work the Math Super Bowl as volunteers.

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Beth Karamitsos, Darrell Black, Irma Cortez and Rabobank.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. 2013/2014 District Budget

It is recommended that the Board of Trustees adopt the proposed 2013/2014 Budget and approve the document, as presented. A copy of the 2013/2014 Budget is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 a.m. and 4:30 p.m.

Moved _____ Second _____ Vote _____

2. 2012/2013 Resolution No. 16, Education Protection Account (EPA) Requirements

It is recommended that the Board of Trustees adopt 2012/2013 Resolution No. 16, Education Protection Account (EPA) 2013-14, as submitted.

Moved _____ Second _____ Vote _____

3. Child Nutrition Program Proposed Price Increase

Staff recommends that the Board of Trustees approve the \$0.25 meal price increase for the child nutrition lunch program as proposed.

Moved _____ Second _____ Vote _____

C. CURRICULUM

1. Board Policy 6163.1, Library Media Centers

It is recommended that the Board of Trustees adopt Board Policy 6163.1, Library Media Centers for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

D. PERSONNEL

1. Brandman University Supervised Fieldwork Agreement

It is recommended that the Board of Trustees approve the Brandman University Supervised Fieldwork Agreement for the period May 1, 2013 through April 30, 2018.

Moved _____ Second _____ Vote _____

2. 2012/2013 Resolution No. 18, Classified Layoffs

It is recommended that the Board of Trustees adopt 2012/2013 Resolution No. 18, Classified Layoffs, as submitted.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Board Financial Report
2. OCAF
3. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for August 14, 2013 in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

1. Public Employment per Personnel Report.
2. Public Employee Employment/Discipline/Dismissal/Release.
3. Conference with labor negotiator Robert Bush, Superintendent and/or Don Nicholson.
 - a. OEA
 - b. CSEA
4. Conference with labor negotiators for unrepresented employees:
 - a. Certificated and Classified Management, and Confidential. Agency representative – Superintendent.
 - b. Superintendent. Agency representative – Board of Trustees
5. Student disciplinary/expulsion matters.
6. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code Section 54956.9(b) (3) (C) Number of Cases: 1

RECONVENE TO PUBLIC SESSION

- A. Public Report on Action Taken in Closed Session

ITEMS SCHEDULED FOR ACTION

1. Approval of Superintendent Contract

Moved _____ Second _____ Vote _____

2. Approval of Assistant Superintendent/Human Resources Contract

Moved _____ Second _____ Vote _____

3. Approval of Hiring Principals at Alice Shaw School and Joe Nightingale School

Moved _____ Second _____ Vote _____

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.



Santa Barbara County Education Office

4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-4712 • Direct Dial: 964-4710 plus extension

Service and Leadership • www.sbceo.org

April 15, 2013

SBAS-8565

**Period Ended
January 31, 2013**

TO: Orcutt Union School District

FROM: Gary J. Pickavet, Assistant Superintendent
Administrative Services

SUBJECT: **Interim Financial Report Analysis and Recommendations**

Pursuant to Education Code Section 42131, our office has reviewed your district's interim report for the period ended Jan. 31, 2013.

We have notified the State Department of Education and the State Controller that your district has filed a positive certification with our office. Based on our analysis of the financial information submitted by Robert Bush, Superintendent, we concur with your district's certification. Our comments or technical corrections, if any, have been sent to your district's chief business official.

If you have any questions, please feel free to contact your district financial advisor or Priscilla Diamond at ext. 5237.

clc
attachments

cc: District Financial Advisor

MAY 17 2013

Classified Personnel Action Report
June 12, 2013

TO: Bob Bush
Superintendent

SUBMITTED BY: Jan Yanagisako
Assistant Superintendent, Human Resources *Jan Y.*

SUBJECT: RECOMMENDATIONS FOR APPROVAL AND RATIFICATION

| SITE | CLASSIFICATION | CLASS STEP | HOURS | SALARY | EFFECTIVE | ACTION INFORMATION |
|-------------------|-------------------------|------------|-------------------|------------|-------------------|--|
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Orcutt Jr. High | Inst Assistant I | 11/6 | 3.50 | \$15.46/hr | 08/21/13 | Voluntary Reclassification from IA II to IA I |
| Campus Connection | Child Care Assistant | 6/5 | | \$13.01/hr | 06/07/13-06/30/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 07/01/13-08/09/13 | Summer Camp |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Patterson Road | Child Nutrition Cashier | | | | 06/14/13 | Retirement |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Miller Elementary | Inst Assistant | | | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year Substitute |
| Miller Elementary | Occupational Therapist | | Not to exceed 100 | \$30.00/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Pine Grove | Inst Assistant/PE | | | \$70/mo | 06/01/13 | (1) Additional Professional Growth Increment (2 total) |
| Campus Connection | Child Care Coordinator | 16/6 | | \$17.49/hr | 06/17/13-08/09/13 | Summer Camp |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |

Classified Personnel Action Report
June 12, 2013

| SITE | CLASSIFICATION | CLASS STEP | HOURS | SALARY | EFFECTIVE | ACTION INFORMATION |
|-------------------|--------------------------|------------|-------|------------|-------------------|--|
| Campus Connection | Child Care Assistant | 6/2 | | \$11.24/hr | 06/17/13-06/30/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/3 | | \$11.80/hr | 07/01/13-08/09/13 | Summer Camp |
| Campus Connection | Child Care Coordinator | 16/6 | | \$17.49/hr | 06/17/13-08/09/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Central Kitchen | Child Nutrition Sr. Cook | | | | 08/20/13-09/20/13 | Request Unpaid Leave of Absence |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp Substitute |
| District | Noon Duty Supervisor | | | \$9.45/hr | 05/16/13 | Substitute |
| Campus Connection | Child Care Assistant | 6/2 | | \$11.24/hr | 06/17/13-06/30/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/3 | | \$11.80/hr | 07/01/13-08/09/13 | Summer Camp |
| Patterson Road | Office Assistant | 14/4 | 6.00 | \$15.10/hr | 08/19/13 | Increase in Hours/Change in Site Assignment |
| Patterson Road | Office Assistant | 14/6 | 6.00 | \$16.65/hr | 08/19/13 | Voluntary Transfer to Pine Grove |
| Patterson Road | Inst Assistant I | 11/2 | 3.50 | \$12.72/hr | 05/01/13 | (1) Additional Professional Growth Increment (4 total) |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Campus Connection | Child Care Assistant | 6/5 | | \$13.01/hr | 06/07/13-06/30/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 07/01/13-08/09/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Miller Elementary | Inst Assistant | | | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year Substitute |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/5 | | \$13.01/hr | 06/07/13-06/30/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 07/01/13-08/09/13 | Summer Camp |
| Transportation | Bus Driver | 18/1 | | \$14.40/hr | 05/06/13 | Substitute |

Classified Personnel Action Report
June 12, 2013

| SITE | CLASSIFICATION | CLASS STEP | HOURS | SALARY | EFFECTIVE | ACTION INFORMATION |
|-------------------|----------------------|------------|-------|------------|-------------------|---------------------------------|
| MOT | Utility Worker | | | \$12.36/hr | 06/17/13-08/09/13 | Temporary Summer Assignment |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| MOT | Utility Worker | | | \$12.36/hr | 06/17/13-08/09/13 | Temporary Summer Assignment |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Campus Connection | Child Care Assistant | | | \$9.45/hr | 06/17/13-08/09/13 | Summer Camp Substitute |
| Miller Elementary | Inst Assistant | | | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year Substitute |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp Substitute |
| Campus Connection | Child Care Assistant | 6/5 | | \$13.01/hr | 06/17/13-06/30/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 07/01/13-08/09/13 | Summer Camp |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Miller Elementary | Inst Assistant | | 4.50 | \$13.64/hr | 06/18/13-07/16/13 | Extended School Year |
| Campus Connection | Child Care Assistant | 6/6 | | \$13.67/hr | 06/17/13-08/09/13 | Summer Camp |

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Robert Bush
District Superintendent

FROM: Jan Yanagisako
Assistant Superintendent, Human Resources

DATE: Board Meeting of June 12, 2013

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

| <i>SCHOOL</i> | <i>CLASS/ STEP</i> | <i>EFFECTIVE DATE</i> | <i>ACTION INFORMATION</i> |
|---------------------|------------------------|------------------------------|--|
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| District | VI | 7/1/2013 | Director, Technology Director, Child Care Longevity Cell Phone Reimbursement Mileage Reimbursement |
| District | VI | 7/1/2013 | Psychologist Mileage Reimbursement Longevity |
| Lakeview | Extra Duty | 4/9/13 | Intervention, 1 hr |
| Orcutt | Extra Duty | 4/10-4/26/13 | Worked Prep, 2 hrs |
| District | Hourly | 4/23-4/30/13 4/8-4/9/2013 | Home & Hospital, 6.5 hrs ELD Training, 9 hrs |
| Shaw | V-8 | 8/19/2013 | Prob 2 |
| Lakeview/ Orcutt | V-1 | 8/16/13 | Temporary Contract, 100% |
| Lakeview | V-2 | 8/19/13 | Temporary Contract, 40% |
| Lakeview | Hourly | 4/9-4/30/13 | Detention, 5 hrs |
| Pine Grove | IV-7 | 8/19/13 | Prob 2 |
| District | III | 7/1/2013 | Psychologist Mileage Reimbursement |
| District | Hourly | 4/3-27/13 | Technology, 7 hrs |
| Pine Grove | V-20 | 6/30/13 | Request Early Retirement |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| Nightingale | V-20 | 2013-14 | TOSA, 70% Contract |

*To be prorated

| <i>SCHOOL</i> | <i>CLASS/STEP</i> | <i>EFFECTIVE DATE</i> | <i>ACTION INFORMATION</i> |
|---------------|--------------------|-----------------------------|---|
| District | Hourly | 4/22-4/23/13 | CELDT Testing, 5 hrs |
| Orcutt | VI-13 | 8/16/13 | Prob 1 |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| District | Daily | 5/13/13 | Principal Sub, 1 day |
| Shaw | Hourly | 4/8-22/13 | Compass Learning, 8.6 hrs |
| District | | 3/26-4/22/13 | Home & Hospital, 15 hrs |
| Lakeview | Extra Duty | 4/11-4/25/13 | Homework Club, 3 hrs |
| Olga Reed | V-13 | 8/19/13 | Prob 2 |
| Shaw | IV-2 Extra Duty | 8/19/13 4/24-4/25/13 | Temporary Contract, 50% Compass Learning, 1.5 hrs |
| Pine Grove | VI | 7/1/2013 | Principal Longevity Cell Phone Reimbursement Mileage Reimbursement |
| Lakeview | V-10 | 2013-14 | Additional .10 FTE |
| Olga Reed | Extra Duty | 4/12-4/26/13 | Choir Rehearsal, 3 hrs |
| Dunlap | VI | 7/1/2013 | Principal Longevity Cell Phone Reimbursement Mileage Reimbursement |
| District | Hourly | 6/18-7/16/13 4/8-4/19/13 | ESY Teacher, 102.5 hrs ELD Training, 9 hrs |
| District | Daily | 4/5-4/29/13 | 1 st Grade Common Core, 2 days |
| Shaw | Hourly | 4/17-4/30/13 | Compass Learning, 11.5 hrs |
| Orcutt | V-6 | 8/16/13 | Temporary Contact, 100% |
| District | Hourly | 4/9-4/30/13 | Pre-Algebra, 8 hrs |
| Lakeview | II-2 | 8/16/13 | Temporary Contract, 100% |
| Shaw | Hourly | 4/19-30/13 | Compass Learning, 14 hrs |
| Orcutt | V-18 | 2013-14 | Additional .20 FTE |
| Nightingale | VI | 7/1/2013 | Vice Principal Cell Phone Reimbursement |
| Shaw | V-1 | 8/16/13 | Temporary Contract, 50% |
| District | Hourly | 4/8-4/25/13 | ELD, 15 hrs |
| District | VI | 7/1/2013 | Psychologist Mileage Reimbursement |
| District | II-1 | 6/7/13 | Long Term Sub, Pro-rated Pay |

*To be prorated

| <i>SCHOOL</i> | <i>CLASS/STEP</i> | <i>EFFECTIVE DATE</i> | <i>ACTION INFORMATION</i> |
|---------------|----------------------|------------------------------|---|
| District | Hourly | 4/8-4/19/13 | ELD Training, 9 hrs |
| Lakeview | VI | 7/1/2013 | Principal Longevity Cell Phone Reimbursement Mileage Reimbursement |
| Patterson | V-6 | 8/13/13 | Temporary Contract, 50% Job Share |
| Patterson | VI | 7/1/2013 | Principal Longevity Cell Phone Reimbursement Mileage Reimbursement |
| District | Daily | 4/5-29/13 | 1 st grade Common Core, 3 days |
| Lakeview | Extra Duty | 4/30/13 | Homework Club, 1 hr |
| Orcutt | III | 7/1/2013 | Vice Principal Cell Phone Reimbursement |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| Pine Grove | Hourly | 4/19-4/24/13 | ELD, 4.5 hrs |
| Orcutt | VI-20 | 8/19/13 | Temporary Contract, 20% |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| Olga Reed | V-5 | 8/19/13 | Prob 2 |
| District | Hourly Extra Duty | 6/18-7/16/13 3/25-4/30/13 | ESY Teacher, 102.5 hrs Home & Hospital, 22.5 hrs |
| Lakeview | VI | 7/1/2013 | Vice Principal Longevity STAR Testing Coordinator Cell Phone Reimbursement |
| Shaw | Extra Duty | 4/23-4/30/13 | Compass Learning, 3 hrs |
| District | Hourly | 4/21/13 | Paper Screening, .5 day |
| Nightingale | IV-6 | 8/19/13 | Prob 1 |
| Patterson | Stipend | 5/6/13 | Yearbook |

*To be prorated

| <i>SCHOOL</i> | <i>CLASS/ STEP</i> | <i>EFFECTIVE DATE</i> | <i>ACTION INFORMATION</i> |
|-------------------------|------------------------|-------------------------|--|
| Orcutt | VI | 7/1/2013 | Principal Cell Phone Reimbursement Mileage Reimbursement |
| Lakeview | Extra Duty | 4/16-4/18/13 | Homework Club, 2 hrs |
| Nightingale | Hourly | 4/8-4/9/13 | ELD Training, 9 hrs |
| Patterson | VI-17 | 2013-14 | Job Share, 50% |
| Orcutt | Hourly | 4/18-4/25/13 | ELD, 1.16 days |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| Patterson | V-3 | 8/19/13 | Temporary Contract, 100% |
| District | Hourly | 3/25-3/30/13 | Strings, 18.5 hrs |
| District | Daily | 4/26/13 | Paper Screening, 1 day |
| Lakeview | Hourly | 4/24/13 | Detention, 1 day |
| District | Daily | 4/5-4/29-13 | 1 st grade Common Core, 2 days |
| Nightingale District | V-8 Hourly | 8/19/13 6/18-7/16/13 | Prob 2 ESY Teacher, 102.5 hrs |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| | Extra Duty | 4/24-4/26/13 | Worked Prep, 1 hr |
| | Extra Duty | 4/19-4/30/13 | Detention, 9 hrs |
| District | Hourly | 4/8-4/30/13 | Home & Hospital, 16.75 hrs |
| District | Hourly | 4/3-4/25/13 | District Support Services, 11 hrs |
| District | VI | 7/1/2013 | Director, Pupil Services Longevity Cell Phone Reimbursement Mileage Reimbursement |
| Lakeview | Extra Duty | 4/17/13 | PCL Planning Meeting, 1 hr |
| District | VI | 7/1/2013 | District Nurse Cell Phone Reimbursement Mileage Reimbursement |
| District | Hourly | 6/18-7/16/13 | ESY Teacher, 102.5 hrs |
| Lakeview | Extra Duty | 4/9-4/30/13 | Noon Duty, 7 hrs |

*To be prorated

| <i>SCHOOL</i> | <i>CLASS/ STEP</i> | <i>EFFECTIVE DATE</i> | <i>ACTION INFORMATION</i> |
|----------------------|-------------------------------|------------------------------|---------------------------------------|
| District | III | 7/1/2013 | Psychologist Mileage Reimbursement |
| Dunlap | III-2 | 8/16/13 | Prob 1 |
| Nightingale | VI-7 Stipend | 8/19/13 | Temporary Contract, 50% BCLAD |
| Orcutt | Extra Duty | 4/11-4/26/13 | Worked Prep, 3 hrs |

*To be prorated

Warrants

The material is not included in your copy of the agenda. A copy may be obtained by arrangement with the District Superintendent's office, during District Office working hours.

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 8, 2013**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, May 8, 2013 beginning with Jan Zilli calling Public Session to order at 6:45 p.m. Members Present: Buchanan, Peterson, Hatch, Phillips and Zilli. Absent: None. Administrators Present: Bush, Ochej, and Yanagisako. Absent: Edds. The Pledge of Allegiance was led by Rob Buchanan.

SUPERINTENDENT'S REPORT

Each principal was called upon to introduce and speak on behalf of his/her PTA/PTSA president. The following individuals were honored:

| | |
|--------------------|-------------------|
| Debra Hood | Ralph Dunlap |
| Suzi Rhyne | Joe Nightingale |
| Brenda Galvez | Olga Reed |
| Josie Coburn | Patterson Road |
| Neal LeMaire | Pine Grove |
| Cynthia Lapham | Pine Grove |
| Cherie Smith | Alice Shaw |
| Kim Silva | Lakeview Jr. High |
| Kathleen Stevenson | Orcutt Jr. High |
| Rebecca Fanshier | OAK-8 |
| Loriann Heaney | OAHS |

The meeting was adjourned at 7:30 p.m. for a reception to honor the presidents.

The meeting reconvened to Public Session at 7:40 p.m. in the District Office Board Room.

PUBLIC COMMENT

OEA President Monique Segura thanked Liz and Greg Phillips for attending the CTA "WHO" awards dinner honoring Pat Brickey and Anna Zucker. She also thanked OCAF for the opportunity to send teachers to the annual Gala event courtesy of ERG and Pacific Entergy's generous donation. The companies had sponsored tables but were unable to attend due to a prior commitment. OEA will be presenting scholarships to seniors at both Righetti and Orcutt Academy High Schools.

WRITTEN COMMUNICATION

Bob Bush shared schedules for Awards Nights, Open House and Graduations.

PUBLIC HEARING

Ms. Zilli opened the Public Hearing relating to the use of 2013/2014 Tier III State Categorical funds. There being no discussion, the hearing was closed.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of April 10, 2013
- E. Minutes, Special Meeting of April 24, 2013
- F. Interdistrict Attendance Agreement Requests 2012/2013
- G. Interdistrict Attendance Agreement Requests 2013/2014
- H. May Grisham Early Learning Center Program Self Evaluation Annual Report

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to approve Consent Agenda Items A through H, as submitted.

ITEMS SCHEDULED FOR ACTION

It was moved by Bob Hatch, seconded by Liz Phillips and carried to accept the gifts and directed that a letter of acceptance and appreciation be forwarded to Lilia Sanchez and Dan Zurliene.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to amend the agenda to include an action item for the Orcutt Jr. High honors field trip to Magic Mountain and Universal Studios. It was moved by Liz Phillips, seconded by Rob Buchanan and carried to approve the Orcutt Junior High School honors field trip to Magic Mountain and Universal Studios on June 5, 2013.

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve the renewal of the Orcutt Academy Charter, as presented.

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to approve the May 23, 2013 field trip to the Ronald Reagan Library & Museum by the 5th grade students at Olga Reed School.

It was moved by Jim Peterson, seconded by Liz Phillips and carried to approve the proposed 2013/2014 Tier III Flexibility provisions.

It was moved by Bob Hatch, seconded by Rob Buchanan and carried to approve the reimbursement of \$31,221.90 to Stonegate Orcutt Venture, LLC and cancel the MOU dated October 6, 2006. Vote: 4 Ayes, 1 Abstention

It was moved by Liz Phillips, seconded by Jim Peterson and carried to adopt 2012/2013 Resolution No. 9, Fund Balance GASB 54, as submitted.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adopt 2012/2013 Resolution No. 17, A Call for Action on the Local Control Funding Formula, as submitted. The Board felt the resolution should have stronger language. It was also the consensus of the Board to pay the \$2,500 coalition fee.

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve the 2013/2014 Rancho Alegre Outdoor School Contract as submitted.

It was moved by Jim Peterson, seconded by Liz Phillips and carried to accept the California Department of Education Library Survey results, as presented.

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to adopt 2012/2013 Resolution No. 15, Declaration of Need for Fully Qualified Educators certifying that the District has the need of issuance of (3) Emergency CLAD permits, (2) Resource Specialist Emergency Permits and (5) Limited Assignment Permits for the 2013/2014 school year.

It was moved by Jim Peterson, seconded by Liz Phillips and carried to approve a rate increase to \$95 per day for full day and \$47.50 per day for half day assignments for certificated substitutes starting in the 2013/2014 school year.

An amended Lakeview Jr. High 2013/2014 Calendar was distributed. It was moved by Jim Peterson, seconded by Bob Hatch and carried to approve the 2013/2014 Orcutt Elementary K-6, Olga Reed K-8 and OAK-8, and Orcutt Junior High calendars, as submitted. The Lakeview Jr. High Calendar was approved, as amended. Mr. Buchanan stressed the importance of teacher collaboration time.

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

The Board Financial Report was presented. Marysia reported that the Financial Report contained nothing out of the ordinary.

Mr. Hatch reminded everyone of the Mini Rodeo event for all 3rd grade students put on by the Santa Maria Elks.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, July 12, 2013 beginning with Public Session at 6:45 p.m., Closed Session following beginning at the Instructional Media Center, 500 Dyer Street Building H, Orcutt, CA 93455 and concluding in the District Office Board Room.

ADJOURN TO CLOSED SESSION

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adjourn to Closed Session at 8:20 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 9:13 p.m.

ADJOURN

It was moved by Jim Peterson, seconded by Liz Phillips and carried to adjourn the meeting at 9:15 p.m.

Bob Bush, Board Secretary

Dr. James Peterson, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL MEETING
May 29, 2013**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, May 29, 2013 beginning with Ms. Zilli calling the Public Session to order at 12:30 p.m. Monique Segura led the Pledge of Allegiance. Members Present: Peterson, Buchanan and Zilli. Absent: Hatch and Phillips. Administrators Present: Bush, Ochej and Yanagisako. Absent: Edds.

ITEMS SCHEDULED FOR ACTION

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to award the bid for hard court improvements at Lakeview Jr. High School to Holland Construction, for \$163,000 as the lowest responsive bid with additional 10% contingencies in the amount of \$16,300, for a grand total of \$179,300. Vote: 3 Ayes 2 Absent

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to award the bid for parking lot improvements at Patterson Road School to J.F. Will Company, Inc., for \$121,500 as the lowest responsive bid with additional 10% contingencies in the amount of \$12,150, for a grand total of \$133,650. Vote: 3 Ayes 2 Absent

ADJOURN

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adjourn the meeting at 12:40 p.m.

Bob Bush, Board Secretary

Dr. James Peterson, Clerk, Board of Trustees



ORCUTT UNION SCHOOL DISTRICT

INTERDISTRICT ATTENDANCE AGREEMENT REQUESTS

2012/2013 Academic School Year
Current Monthly Requests
June 12, 2013

Staff recommends the Board **approve** the following InterDistrict Attendance Agreement Request:

| School | New | OUSD Relocated | Sibling | Renew | Leave |
|-----------------|----------|----------------|----------|----------|----------|
| Alice Shaw | | | | | 1 |
| Joe Nightingale | | 1 | | | 1 |
| Olga Reed | | | | | 3 |
| Patterson Road | | | | | 1 |
| Pine Grove | | | | | |
| Ralph Dunlap | | | | | |
| Lakeview JH | | 2 | | | 1 |
| Orcutt JH | | | | | |
| Total | 0 | 3 | 0 | 0 | 7 |

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

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

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

| Grade | AS | | JN | | OR | | PR | | PG | | RD | | LKV | | OJH | | Total | |
|-----------------|-----------|----|------------|----|-----------|---|-----------|----|-----------|----|-----------|----|-----------|----|-----------|----|------------|------------|
| | I | A | I | A | I | A | I | A | I | A | I | A | I | A | I | A | I | A |
| K | 8 | 8 | 9 | 9 | 1 | 0 | 0 | 2 | 4 | 5 | 3 | 3 | | | | | 25 | 27 |
| 1 | 4 | 7 | 11 | 4 | 0 | 1 | 7 | 0 | 1 | 4 | 7 | 4 | | | | | 30 | 20 |
| 2 | 6 | 4 | 8 | 9 | 1 | 0 | 3 | 6 | 7 | 5 | 4 | 4 | | | | | 29 | 28 |
| 3 | 8 | 3 | 11 | 4 | 3 | 0 | 6 | 0 | 3 | 5 | 8 | 5 | | | | | 39 | 17 |
| 4 | 8 | 4 | 15 | 4 | 1 | 0 | 6 | 1 | 4 | 5 | 11 | 3 | | | | | 45 | 17 |
| 5 | 12 | 3 | 11 | 5 | 1 | 0 | 5 | 2 | 7 | 5 | 2 | 2 | | | | | 38 | 17 |
| 6 | 7 | 5 | 17 | 4 | 2 | 0 | 4 | 1 | 6 | 2 | 16 | 3 | | | | | 52 | 15 |
| 7 | | | | | 0 | | | | | | | | 44 | 10 | 20 | 9 | 64 | 19 |
| 8 | | | | | 1 | | | | | | | | 29 | 11 | 18 | 10 | 48 | 21 |
| Subtotal | 53 | 34 | 82 | 39 | 10 | 1 | 31 | 12 | 32 | 31 | 51 | 24 | 73 | 21 | 38 | 19 | 370 | 181 |
| Total | 87 | | 121 | | 11 | | 43 | | 63 | | 75 | | 94 | | 57 | | 551 | |



PERSONNEL SERVICES MEMORANDUM

TO: Bob Bush
Superintendent

FROM: Jan Yanagisako

DATE: June 12, 2013

RE: Certificated Substitute Wages

BACKGROUND: Currently certificated substitute teacher's wages are \$90/95/100 per day for full day assignments.

| Number of Consecutive Work Days | Amount to be Paid |
|---------------------------------|-------------------|
| Days 1 – 10 | \$ 90 full day |
| Days 11 – 20 | \$ 95 full day |
| Days 21 and more | \$100 full day |

RECOMMENDATION: Staff recommends the Board of Trustees approve a rate increase as described below for certificated substitute teacher's working full day assignments starting in the 2013-14 school year.

| Number of Consecutive Work Days | Amount to be Paid |
|---------------------------------|-------------------|
| Days 1 – 10 | \$ 95 full day |
| Days 11 – 20 | \$100 full day |
| Days 21 and more | \$105 full day |

FUNDING IMPACT: The General Fund restricted and unrestricted and Child Development Fund.



SITE MEMORANDUM Campus Connection

DATE: May 6, 2013

TO: Bob Bush, Superintendent

FROM: Janet Bertoldi, Director

BOARD MEETING DATE: June 12, 2013

BOARD AGENDA ITEM: Donation to Campus Connection

BACKGROUND: On behalf of our families in Campus Connection Child Care, I respectfully request that the Board accept a donation from Beth Karamitsos for \$305.67.

This generous donation will be used for a scholarship for a family in need.

RECOMMENDATION: It is recommended that the Board of Trustees accept this donation.



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale Date: 5-3-13

DONOR: Name: Darrell Black
Address: OUSD employee
Phone No. 805 938-8960

GIFT: Item Donated tricycle or Cash Donation \$
Designated for: SDC classrooms
General Description: large heavy duty tricycle
Model No.: n/a Condition: [X] New [X] Used
Value (estimated): \$ 300.00
Purpose of Gift: donation for children with exceptional needs
Will gift be purchased through Business Services Office? [] Yes [X] No
Donor Conditions of Acceptance: none

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

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

Acceptance Requested By (OUSD Staff Member): Terry Garnica
Acceptance Approved By (Administrator): [Signature]
RECOMMENDATIONS: Principal or District Representative

BOARD ACTION: Date Accepted: Date Denied:
Please submit request to the Superintendent's Office. (If denied, explanation is on reverse side of this form.)



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Lakeview Junior High School Date: May 21, 2013

DONOR: Name: Irma Cortez
Address: 2738 Banyan Way
Phone No. 805-451-6554

GIFT: Item Donated _____ or Cash Donation \$ 550

(Fill in if money is donated)

Designated for:
General Description: Buy supplies

Model No.: _____ Condition: New Used

Value (estimated): _____

Purpose of Gift: _____

Will gift be purchased through Business Services Office? Yes No

Donor Conditions of Acceptance: None

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

A. Will gift require installation? Yes No

B. What type of installation is required? _____

C. Will donor pay installation costs? Yes No

D. Will there be operating costs? Yes No

If yes, what type? _____

Acceptance Requested By (OUSD Staff Member): Patrick E. Brickey

Acceptance Approved By (Administrator): [Signature]

RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

Please submit request to the Superintendent's Office.

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

Memo



To: Bob Bush, Superintendent, and
Board of Trustees, Orcutt Union School District

From: Joe Dana, Director of Charter Programs

Date: May 27, 2013

Re: Generous Donation by Rabobank

On behalf of the Orcutt schools and numerous other local schools who participated, I respectfully ask that you accept and acknowledge a generous donation by Rabobank to the North County Math Super Bowl.

As you know, the Orcutt Union School District plays an instrumental role in the annual North County Math Super Bowl for students in grades 4-6. This year's event took place on May 16, and it attracted 25 local schools. Needless to say, this was a wonderful opportunity for scores of young mathematicians to show what they know. Our school district has helped with the event by providing clerical, communications, and organizational support to Math Super Bowl organizer and community volunteer Suzanne Levy.

Rabobank's support also has been instrumental. The bank contributed \$800 toward expenses associated with the event; these expenses include materials for the competition as well as student awards. In addition, the bank allowed several of its employees to work the Math Super Bowl as volunteers. We ask that you acknowledge and thank Rabobank by sending a letter to the following address:

Rabobank, N.A.
915 Highland Pointe Drive, Suite 350
Roseville, CA 95678



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

FROM:  Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: June 12, 2013

BOARD AGENDA ITEM: 2013/2014 District Budget

BACKGROUND: Education Code Section 42127 requires public school districts to adopt a budget for the next fiscal year on or before July 1 of each calendar year. The budget is available for review at the District Office.

RECOMMENDATION: It is recommended that the Board of Trustees adopt the proposed 2013/2014 budget and approve this document as presented.

FUNDING: All Funds



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

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

BOARD MEETING DATE: June 12, 2013

BOARD AGENDA ITEM: Resolution No. 16 Education Protection Account (EPA) Requirements

BACKGROUND: 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).

School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount. LEAs will receive their 2013-14 Fiscal Year EPA entitlement allocated on a quarterly basis beginning in September 2013. A corresponding reduction is made to a LEAs revenue limit general purpose state aid equal to the amount of their EPA entitlement.

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.

2013-14 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 | |
|---|---------------------|
| <p>Estimated Funds</p> <p>Calculation:</p> <p>(See attached estimate from the state.)</p> | <p>\$ 3,632,945</p> |
| <p>Estimated Expenditures</p> <p><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></p> <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> | <p>\$ 3,632,945</p> |

RECOMMENDATION:

Staff recommends the Board Adopt Resolution No.16 The Education Protection Account 2013 -14, as presented above.

FUNDING:

General Fund

**ORCUTT UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
June 12, 2013**

**RESOLUTION NO. 16
THE EDUCATION PROTECTION ACCOUNT (EPA) 2013-2014**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30 of each year, the State Director of Finance shall 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;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Board of the Orcutt Union School District that:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Orcutt Union School District;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Orcutt Union School District has determined to spend the monies received from the Education Protection Act on:
 - 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.

PASSED AND ADOPTED this 12th day of June, 2013.

I, Bob Bush Secretary of the Board of Trustees of Orcutt Union School District hereby certify that Resolution #16 was duly passed and adopted by the Board of Trustees of Orcutt Union School District at a regular meeting thereof assembled this 12th day of June 2013 by the following vote, to-wit:

AYES:

NOES:

ABSENT:

Secretary of the Board of Education of the
Orcutt Union School District



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

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

BOARD MEETING DATE: June 12, 2013

BOARD AGENDA ITEM: Child Nutrition Program Proposed Price Increase

BACKGROUND: Due to the USDA Healthy, Hunger Free Kids Act of 2010, the USDA requires that paid lunches contribute the same level of support as money that is reimbursed for Free & Reduced students. Using a complicated formula from USDA, it was determined that we need to increase our prices. This is termed the Paid Lunch Equity Requirement. As you can see from the chart below, we have not raised prices in four years, despite increases in costs.

Financial Impact of increase of meal prices:

208,777 paid lunches x \$.25 = \$52,194.25

History of Price Increases

| Year | Increase | Elementary Lunch | Jr.High Lunch | Breakfast | Milk |
|---------|-------------|------------------|---------------|-----------|--------|
| 2004-05 | \$0.25 | \$1.75 | \$2.00 | \$1.25 | \$0.25 |
| 2005-06 | no increase | | | | |
| 2006-07 | no increase | | | | |
| 2007-08 | no increase | | | | |
| 2008-09 | \$0.25 | \$2.00 | \$2.25 | \$1.50 | \$0.30 |
| 2009-10 | no increase | | | | |
| 2010-11 | no increase | | | | |
| 2011-12 | no increase | | | | |
| 2012-13 | no increase | | | | |
| 2013-14 | \$0.25 | \$2.25 | \$2.50 | \$1.50 | \$0.30 |

RECOMMENDATION: Staff recommends that the Board approves the \$0.25 meal price increase for the child nutrition lunch program as proposed.

FUNDING: Fund 13



Educational Services

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

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: June 12, 2013

BOARD AGENDA ITEM: Board Policy 6163.1

LIBRARY MEDIA CENTERS

BACKGROUND: Policy updated to include reference to a State Board of Education document identifying alignment of library instruction standards with Common Core State Standards and addresses the availability of accessible materials for students with varying cognitive or language needs.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revision to BP 6163.1

FUNDING: No funding implications.

LIBRARY MEDIA CENTERS

The Board of Trustees recognizes that school library media centers support the educational program by providing access to a variety of informational **and supplemental** resources **that can help raise the academic achievement of all students**. ~~The Board desires to provide To the extent that funding is available,~~ library media centers **shall be stocked** with up-to-date books, reference materials, and electronic information resources ~~necessary to~~ **that** promote literacy, support students in achieving academic standards, and ~~encourage~~ **prepare** students to become lifelong learners.

(cf. 0440 – District Technology Plan)
(cf. 6011 – Academic Standards)
(cf. 6161 – Equipment, Books and Materials)
(cf. 6163.4 - Student Use of Technology)
(cf. 7110 – Facilities Master Plan)

School libraries shall be open for use by students and teachers during the school day. (Education Code 18103)

The district’s school libraries may provide: (5 CCR 16040)

1. Library instruction to students that enables them to become proficient users of library resources
2. Information to teachers and administrators concerning sources and availability of instructional materials that will aid in the development of school curriculum, and, in cooperation with classroom teachers, the development of instructional units and activities using library resources

(cf. 6141 - Curriculum Development and Evaluation)

3. Assistance to teachers and students in the evaluation, selection, production, and uses of instructional materials
4. A collection of materials and resources that support the curriculum and are appropriate for user needs
5. Assistance to teachers, administrators, and other school staff members in becoming knowledgeable about appropriate uses of library media services, materials, and equipment

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

School Library Plans

~~The Superintendent or designee shall develop a districtwide school library plan for approval by the Board. (Education Code 18181)~~

Whenever a school receives state funding for school and library improvement pursuant to Education Code 41570-41573, the school site council shall develop a single plan for student achievement which incorporates a districtwide plan for school libraries. (Education Code 41572)

(cf. 0420 - School Plans/Site Councils)

~~In developing the districtwide plan, the Superintendent or designee is encouraged to consult with school library media staff, classroom teachers, administrators, parents/guardians, and students as appropriate in the development of the plan.~~

~~The districtwide library plan shall describe the district's vision and goals for the district's libraries and action steps including how funds will be distributed to school sites. As appropriate, the plan may also address staffing, facilities, selection and evaluation of materials, prioritization of needs, and other related matters.~~

(cf. 0000 – Vision Mission)

(cf. 0200 - Goals Core Values for the School District)

Classroom Library Plan

When state funding is available for library materials in grades K-4 classrooms, the Superintendent or designee shall develop, for certification by the Board, a districtwide classroom library plan grades K-4. The plan shall include a means of preventing loss, damage, or destruction of the materials. (Education Code 60242, 60422)

(cf. 5125.2 – Withholding Grades, Diploma or Transcripts)

(cf. 6161.2 - Damaged or Lost Instructional Materials)

~~The districtwide plan for school libraries developed pursuant to Education Code 41572 may fulfill this requirement provided the plan meets the criteria of Education Code 60242.~~

~~The Superintendent or designee is encouraged to consult with primary grade teachers and school and/or county office of education library media teachers in the development of the plan and to consider selections from the list of books recommended by the State Librarian pursuant to Education Code 19336.~~

Selection and Evaluation of School Library Materials

~~Responsibility for the selection of library materials is delegated to the professional library staff through the principal. School librarians shall evaluate materials, using professional selection aids and standards, in accordance with law, Board policy, and administrative regulation. The selection process shall invite recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.~~

Library materials shall include print and electronic resources that align with the curriculum and are accessible to students with varying cognitive or language needs.

Library materials shall be evaluated and selected in accordance with law, Board policy, and administrative regulation through a selection process that invites recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.

(cf. 6144 - Controversial Issues)

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

(cf. 6161.11 - Supplementary Instructional Materials)

Library materials should be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs of students and teachers. Materials that contain obsolete subject matter or are no longer appropriate shall be removed, and lost or worn materials may be replaced if possible.

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

All gifts and donations of school library materials shall be subject to the same criteria as materials selected for purchase by the district.

(cf. 1260 – Educational Foundation)

(cf. 3290 – Gifts, Grants and Bequests)

Complaints regarding the appropriateness of library materials shall be addressed using the district's procedures for complaints regarding instructional materials.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

Fees

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. (5 CCR 16042)

(cf. 3260 - Fees and Charges)

No charge shall be assessed for the late return of materials.

Library Instruction

Teacher librarians and/or classroom teachers shall provide library instruction to develop students' information literacy skills. Such instruction shall be aligned with state academic standards for library instruction and shall prepare students to:

1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources
2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry
3. Organize, synthesize, create, and communicate information
4. Integrate information literacy skills into all areas of learning and pursue information independently to become life-long learners

Teacher librarians also may provide support to teachers, administrators, and other staff by identifying instructional materials that will aid in the development of curriculum and instructional activities and by providing information about effective and ethical uses of school library services and equipment.

(cf. 4131 – Staff Development)
(cf. 4231 – Staff Development)
(cf. 4331 – Staff Development)
(cf. 6141 – Curriculum Development and Evaluation)

Reports

The district shall, on or before August 31 each year, report to the California Department of Education on the condition of school libraries for the preceding year ending June 30. (Education Code 18122)

Legal Reference:

EDUCATION CODE

1703 Coordination of district library services by county superintendent

1770-1775 Provision of library services by county superintendent

18100-18203 School libraries

18300-18571 Union high school district/unified school district library district

19335-19336 Reading Initiative Program; recommended books

35021 Volunteer aides

41570-41573 School and Library Improvement Block Grant

42605 Tier 3 categorical flexibility

44868-44869 Qualifications and employment of library media teachers

45340-45349 Instructional aides

60119 Sufficiency of textbooks and instructional materials; public hearing

60240-60251.5 State Instructional Materials Fund, purchase of classroom library materials

~~60420-60424 Instructional Materials Funding Realignment Program~~
~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~
18181 Districtwide library plan
52012 Establishment of school site council
52014-52015 School plans
CODE OF REGULATIONS, TITLE 5
16040-16043 School libraries
80023-80023.2 Emergency permits, general requirements
80024.6 Emergency teacher librarian services permit
80026-80026.6 Emergency permits
80053-80053.1 Library media service teaching credential
UNITED STATES CODE, TITLE 20
~~6383 Improving Literacy Through School Libraries grant program~~

Management Resources:

CDE PUBLICATIONS

Examples of Model School Library Standards for California Public Schools Supporting Common Core State Standards (CCSS) for English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, rev. February 2012

Model School Library Standards for California Public Schools: Kindergarten Through Grade Twelve, 2010 (includes standards for student instruction as well as program standards)

Looking at the School Library: An Evaluation Tool, 2003

Recommended Literature: Kindergarten Through Grade Twelve

School Library Program Standards, September 2010

School Library Standards for Students, September 2010

Check It Out! Assessing School Library Media Programs, 1998

Recommended Literature: Kindergarten Through Grade Twelve

CALIFORNIA SCHOOL LIBRARY ASSOCIATION PUBLICATIONS

Standards and Guidelines for Strong School Libraries, 2004

WEB SITES

American Library Association: ~~http://www.ala.org~~

American Association of School Librarians: <http://www.ala.org/aasl>

California Department of Education, School Libraries: <http://www.cde.ca.gov/ci/cr/lb>

California Library Association: <http://www.cla-net.org>

California School Library Association: <http://www.esla.net>

Policy Adopted: 01/11/2012 //

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



HUMAN RESOURCES MEMORANDUM

TO: Bob Bush

FROM: Jan Yanagisako

BOARD MEETING DATE: January , 2013

BOARD AGENDA ITEM: Brandman University Supervised Fieldwork Agreement

BACKGROUND: Brandman University is requesting approval of a Supervised Fieldwork Agreement for the period of May 1, 2013 through April 30, 2018

RECOMMENDATION: It is recommended that the Board of Trustees approve the Brandman University Supervised Fieldwork Agreement for the period of May 1, 2013 through April 30, 2018.

FUNDING: N/A



SUPERVISED FIELDWORK AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Santa Maria Campus.

| | | | |
|-------------------|-------------------------------------|--------------------------|------------------------------|
| TEACHER EDUCATION | <input checked="" type="checkbox"/> | SCHOOL PSYCHOLOGY | <input type="checkbox"/> n/a |
| SCHOOL COUNSELING | <input type="checkbox"/> n/a | EDUCATION ADMINISTRATION | <input type="checkbox"/> n/a |

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Orcutt Union School District, hereinafter called "FIELDWORK SITE."

I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of finger print clearance.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- B. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.
- C. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

- D. To provide for emergency health care of the student in case of accident at the expense of the student.
- E. To provide all participating students with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- F. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- G. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE'S supervision of UNIVERSITY students.

III. THE PARTIES MUTUALLY AGREE

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of a student, the FIELDWORK SITE shall consult with the UNIVERSITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or student teaching assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reasons why the FIELDWORK SITE desires to have the student withdrawn.
- C. Neither party shall discriminate in the assignment of students on the basis of race, color, disability, sex, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents, employees, or students.
- E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its agencies and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the UNIVERSITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.
- F. The parties agree that the students are considered learners who are fulfilling specific requirements for field experiences as part of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, students are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training.

- G. The parties mutually agree each shall provide and maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Except for ten (10) days notice of non-payment of premium, the Parties will require 30 days written notice for any policies that are canceled, non-renewed, or coverage/limits that are reduced or materially altered.
- H. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- I. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- J. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT INFORMATION:

Orcutt Union School District
 500 Dyer Street
 Orcutt, CA 93457
 Attn: Bob Bush, Superintendent
 Tel: (805) 938-8908

UNIVERSITY CONTACT INFORMATION:

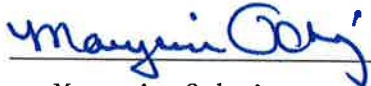
Brandman University
 16355 Laguna Canyon Road
 Irvine, CA 92618
 Attn: School of Education, Dean
 Tel: (949) 341-9811

- K. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- L. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- M. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- N. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

IV. TERM AND TERMINATION OF AGREEMENT

- A. THE TERM of this Agreement shall be effective 05/01/2013 (Cannot be older than older than 2 months from signature date) and shall continue in full force and effect through 04/30/2018(not to exceed 5 years). This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

SIGNATURES:

FIELDWORK SITE: Signature: 
Name: Marysia Ochej
Title: Assistant Superintendent, Business Services
Date: June 5, 2013

UNIVERSITY: Signature: _____
Name: Gary Brahm
Title: Chancellor
Date: _____

Appendix A
Payment for Master Teachers for Teacher Education Fieldwork Only

SPECIAL PROVISIONS – RATES and PAYMENTS

- (a) \$ 150.00 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Multiple and Single Subject Credential candidates.
- (b) \$ 150.00 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Education Specialist Instruction Credential (Special Education) candidates.

METHOD OF PAYMENT: Stipend is to be paid directly to the Fieldwork site.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in student teaching and has been at the assignment for a minimum of two weeks, FIELDWORK SITE shall receive payment for one assignment on account of each student as though there had been no termination of the assignment. Said payment is to exceed no more than six (6) units per session of terminated assignment. In the event the field experience of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in the field experience for a minimum of two weeks, FIELDWORK SITE shall receive payment for one assignment on account of each student as though there had been no termination of the assignment.

Within thirty (30) days following the close of each session or academic session of the UNIVERSITY, the FIELDWORK SITE shall submit an invoice, in triplicate, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session. This process may be altered according to individual districts procedures as to the manner in which the invoicing will proceed so long as the parties mutually agree to such alteration in advance.

Appendix B
Specific Supervision Requirements for Each Program

Teacher Education Fieldwork:

- A. "Field Experience" as used herein and elsewhere in this agreement means active participation in the duties and function of classroom under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the field experience is provided, and have completed a minimum of three years successful teaching experience. "Student Teaching" is used herein and elsewhere in this agreement means participation in the duties and function of classroom teaching under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid, teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching experience is provided, and have completed a minimum of three years successful teaching experience.
- B. The UNIVERSITY'S Teacher Education Policy provides that student teachers without emergency or substitute permits may not be asked by the school districts to serve and be paid for substitute teaching as, under California law, student teachers are not certificated personnel and as they require full-time supervision. Those holding substitute or emergency permits may substitute for their master teacher only (a maximum of four (4) days only): when s/he is ill; when it is determined by the principal that this is in the best interest of the students in the classroom as well as the candidate; after the first four weeks of the first assignment; and/or when the candidate is paid.
- C. "Session of Student Teaching," for Multiple Subject and Single Subject Credential candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of nine (9) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of nine (9) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- D. "Session of Student Teaching," for Education Specialist Instruction Credential (Special Education) candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of nine (9) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of nine (9) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- E. An assignment of a Multiple Subject and Single Subject Credential candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a two nine (9) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- F. An assignment of an Education Specialist Instruction Credential (Special Education) candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a single nine (9) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- G. The assignment of a UNIVERSITY student to field experiences and student teaching at FIELDWORK SITE shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper FIELDWORK SITE officials the assignment papers or

other documents provided by the UNIVERSITY effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

School Counseling Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Psychology Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.
- C. Provide experiences with a variety of educational programs.

- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:
- a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in school Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and a half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Administration:

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- C. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.

ORCUTT

Union School District

Where a Dedicated Staff Means
KIDS COME FIRST

BOARD OF TRUSTEES

ROB BUCHANAN
ROBERT HATCH
DR. JAMES PETERSON
LIZ PHILLIPS
JANET ZILLI

BOB BUSH
District Superintendent
HOLLY EDDS, Ed.D.
Assistant Superintendent
MARYSIA OCHEJ
Assistant Superintendent
JAN YANAGISAKO
Assistant Superintendent

TO: Orcutt Union School District Board of Trustees

FROM: Bob Bush

BOARD MEETING DATE: June 12, 2013

BOARD AGENDA ITEM: 2012/2013 Resolution No. 18, Classified Layoffs

BACKGROUND: Due to budget restrictions and in order to conform to district guidelines regarding Media Specialist hours, the district will be reducing the Media Specialist hours at Olga Reed School from 6 to 2 hours per day. In addition, the district will be eliminating a Recreation Director position in the After School Education & Safety (ASES) Program which is no longer needed.

RECOMMENDATION: Staff recommends that the Board of Trustees adopt 2012/2013 Resolution No. 18, Classified Layoffs as submitted.

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

2012/2013 RESOLUTION NO. 18

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

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

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

BE IT FURTHER RESOLVED that the Superintendent or designee notify the appropriate employees that the employees' services will no longer be needed because of this elimination or reduction of services, and they are, therefore, terminated at the end of the school year or sixty days (60) after such notice whichever is later;

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

AYES:

NOES:

ABSTENTIONS:

ABSENT:

DATED: June 12, 2013

BOARD OF TRUSTEES
ORCUTT UNION SCHOOL DISTRICT

Jan Zilli, Board President

ORCUTT UNION SCHOOL DISTRICT
EXHIBIT A TO 2012/2013 RESOLUTION NO. 18

| <u>SERVICED OR PROGRAMS TO BE ELIMINATED OR REDUCED</u> | POSITIONS FTE |
|---|------------------|
| Reduce (1) Media Specialist from 6 to 2 hours | -.50 |
| Eliminate (1) ASES Recreation Director | -.49 |
| | |
| Total | -.99 |

Board Report
District 16 -- Orcutt Union
Fund 01 -- General Fund

As of 5/31/2013

| | Beginning Bal/ WrkBudget | Month-To-Date Actual | Year-To-Date Actual | Year-To-Date Encumbrances | Ending Bal/ Remaining Bal |
|---|-----------------------------|-------------------------|------------------------|------------------------------|------------------------------|
| 9110 -- Cash in County Treasury | 346,746.16 | (2,285,058.22) | 259,507.61 | 0.00 | 606,253.77 |
| 9130 -- Revolving Cash/Fiscal Agent | 13,928.00 | 0.00 | 0.00 | 0.00 | 13,928.00 |
| 9200 -- Accounts Receivable | 6,947,163.73 | 0.00 | (6,947,163.73) | 0.00 | 0.00 |
| 9310 -- Due from Other Funds | 192,331.38 | 0.00 | (182,331.38) | 0.00 | 10,000.00 |
| 9320 -- Stores | 7,094.65 | 0.00 | 0.00 | 0.00 | 7,094.65 |
| 9330 -- Prepaid Expenditures (Expenses) | 15,912.05 | 0.00 | (15,912.05) | 0.00 | 0.00 |
| Total Assets | 7,523,175.97 | (2,285,058.22) | (6,885,899.55) | 0.00 | 637,276.42 |
| 9500 -- Accounts Payable (Current Liabilities) | 601,670.62 | 330.73 | (593,238.16) | 0.00 | 8,432.46 |
| 9610 -- Due to Other Funds | 745,903.02 | 0.00 | (745,903.02) | 0.00 | 0.00 |
| 9650 -- Deferred Revenue | 4,319.43 | 0.00 | (4,319.43) | 0.00 | 0.00 |
| Total Liabilities | 1,351,893.07 | 330.73 | (1,343,460.61) | 0.00 | 8,432.46 |
| Fund Balance (Beginning Balance/Actual) | 6,171,282.90 | 0.00 | 0.00 | 0.00 | 628,843.96 |
| 9791 -- Net Beginning Balance | 6,171,282.90 | 0.00 | 6,171,282.90 | 0.00 | 6,171,282.90 |
| 8010 -- Revenue Limit Sources | 22,825,340.00 | 183,853.89 | 16,202,151.71 | 0.00 | 6,623,188.29 |
| 8100 -- Federal Revenue | 1,367,725.34 | 92,398.00 | 811,065.75 | 0.00 | 556,659.59 |
| 8300 -- Other State Revenues | 5,489,107.24 | 198,738.22 | 3,546,860.26 | 0.00 | 1,942,246.98 |
| 8600 -- Other Local Revenue | 1,658,245.09 | 195,537.35 | 1,587,054.17 | 0.00 | 71,190.92 |
| 8910 -- Other Financing Sources | 461,668.00 | 1,897.74 | 455,682.62 | 0.00 | 5,985.38 |
| 8980 -- Contributions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Revenues | 31,802,085.67 | 672,425.20 | 22,602,814.51 | 0.00 | 9,199,271.16 |
| 1000 -- Certificated Personnel Salaries | 16,468,818.45 | 1,570,111.26 | 14,737,586.02 | 0.00 | 1,731,232.43 |
| 2000 -- Classified Personnel Salaries | 5,173,964.23 | 433,179.79 | 4,561,289.19 | 0.00 | 612,675.04 |
| 3000 -- Employee Benefits | 6,400,917.27 | 606,137.34 | 5,599,067.27 | 0.00 | 801,850.00 |
| 4000 -- Books and Supplies | 2,370,746.48 | 143,011.83 | 1,117,606.45 | 156,344.67 | 1,096,795.36 |
| 5000 -- Services and Other Operating Expenditures | 2,333,944.29 | 166,350.19 | 1,812,708.77 | 351,059.54 | 170,175.98 |
| 6000 -- Capital Outlay | 331,900.00 | 39,023.74 | 256,212.95 | 7,149.46 | 68,537.59 |
| 7000 -- Other Outgo & Transfers Out | 554,803.00 | 0.00 | 60,782.80 | 0.00 | 494,020.20 |
| Total Expenditures | 33,635,093.72 | 2,957,814.15 | 28,145,253.45 | 514,553.67 | 4,975,286.60 |
| Fund Balance (Budget/Actual) | 4,338,274.85 | 0.00 | 628,843.96 | 0.00 | 0.00 |

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