

ORCUTT UNION SCHOOL DISTRICT  
Special Meeting of the Board of Trustees  
Wednesday, July 2, 2014  
Public Session – 12:30 p.m.  
District Office Board Room  
500 Dyer Street, Orcutt, CA

**CALL TO ORDER** 12:30 p.m.

A. Pledge of Allegiance

**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.

B. Public Comment

**ITEMS SCHEDULED FOR ACTION**

1. Award Bid for Olga Reed School

Bids are scheduled to be opened on Tuesday, July 1, 2014. Providing there are no protests, staff will be bringing you the compilation of bids and make a recommendation after due diligence is completed.

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

2. 2014/2015 Resolution No. 1, Delegation of Authority to District Staff

It is recommended that the Board of Trustees adopt 2014/2015 Resolution No. 1, Delegation of Authority to District Staff, as submitted.

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.*



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Debbie Blow, Superintendent

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

**BOARD MEETING DATE:** July 2, 2014

**BOARD AGENDA ITEM:** Award Bid for Olga Reed Multipurpose Building Improvements

**BACKGROUND:** As required, bids have been requested for kitchen remodel improvements at Olga Reed School. The scope of work includes reroofing, replacement of windows in the multipurpose room, replacement of wall finishes, ceiling finishes and lighting fixtures, and electrical upgrades in the Multipurpose Building, associated work related to the installation of this scope of work and limited accessibility site upgrades at Olga Reed School located at 480 Centennial Street, Los Alamos, CA 93440, as indicated in the Contract Documents.

Bids are scheduled to be opened on Tuesday, July 1, 2014. Providing there are no protests, staff will be bringing you the compilation of bids and make a recommendation after due diligence is completed.

**RECOMMENDATION:** To be presented at the time of the meeting.

**FUNDING:** 25 - Capital Facilities Fund



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Debbie Blow, Superintendent

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

BOARD MEETING DATE: July 2, 2014

BOARD AGENDA ITEM: 2014/15 Resolution No. 1 Delegation of Authority to District Staff

BACKGROUND: In order to proceed with normal District business, the Board must annually delegate which staff members may request expenditures, sign contracts and receive warrants.

RECOMMENDATION: It is recommended that the Board of Trustees approve the delegation of authority as submitted.

FUNDING: None

**Resolution of the Governing Board  
Delegation of Governing Board Powers/Duties  
Authority to make cash and budget transfers**

**District:** Orcutt Union School District

**Whereas**, Education Code Section 35161 provides that “The governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board...;” and

**Whereas**, Education Code Section 35161 further provides that the governing board “...may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated;” and

**Whereas**, the governing board of the Orcutt Union School District recognizes that, while the authority provided in Education Code Section 35161 authorizes the board to delegate any of its powers and duties, the governing board retains the ultimate responsibility over the performance of those powers and duties; and

**Whereas**, the governing board further recognizes that where other Education Code provisions authorize a delegation of authority for a specific purpose, but impose restrictions on such delegated authority, these restrictions must be observed;

**Now, Therefore, Be It Resolved** that, in accordance with the authority provided in Education Code Section 35161, the governing board of the Orcutt Union School District hereby delegates to the following officers or employees of the district, the authority to make cash and budget transfers between and within district funds as necessary for the payment of obligations of the district effective from the date this resolution is passed through the year-end accrual phase without submitting the transfers as part of a specific board resolution.

Marysia Ochej, Asst. Supt. Business Svcs.

Authorized District Employee/Officer

Rebecca Holmes, Director, Fiscal Services

Authorized District Employee/Officer

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Authorized District Employee/Officer

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Authorized District Employee/Officer

**Passed and Adopted** this 2nd day of July, 2014 by the following vote:

**Ayes:**

**Noes:**

**Absent:**

**Abstain:**

Reference: Ed. Code § 35161

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date