

ORCUTT UNION SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
Wednesday, August 1, 2012  
Public Session – 6:45 P.M.  
Closed Session Following, As Needed  
District Office Board Room  
500 Dyer Street, 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. Honor Retirees Diane Roughley and Pam Silva
- C. 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.
- D. 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.
- E. Public Hearing – None

**CONSENT AGENDA ITEMS**

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

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of June 13, 2012
- E. Minutes, Special Meeting of June 20, 2012
- F. Minutes, Special Meeting of July 9, 2012
- G. Minutes, Special Meeting of July 16, 2012
- H. Board Policy 1250, Visitors/Outsiders, for second reading
- I. Board Policy 5131, Conduct, for second reading
- J. Board Policy 5131.2, Bullying, for second reading
- K. Board Policy 5144.1, Suspension and Expulsion/Due Process, for second reading
- L. Consolidated Application
- M. Surplus Property
- N. Corrected Administrative/Management and Confidential Employees' Agreements 2011/2012
- O. Administrative/Management and Confidential Employees' Agreements 2012/2013
- P. 2012/2013 Resolution No. 1, Delegation of Authority to District Staff

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

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

**ITEMS SCHEDULED FOR ACTION**

**A. GENERAL**

1. Santa Barbara County SELPA Revisions

It is recommended that the Board of Trustees approve the Santa Barbara County Special Education Local Plan Area (SELPA) revisions, as submitted. A copy of the Santa Barbara County SELOA revisions is available for your review at the District Office, 500 Dyer Street, Orcutt, CA. from 7:30 a.m. to 4:30 p.m. Monday – Thursday.

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

2. Orcutt Children's Arts Foundation (OCAF) 2012-2013 Officers

It is recommended that the Board of Trustees approve the Orcutt Children's Arts Foundation 2012-2013 Officers, as submitted.

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

**B. BUSINESS**

1. Facilities Master Plan

Staff recommends that the Board of Trustees approve the Master Plan as presented.

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

C. CURRICULUM

1. NWEA Renewal Contract

Staff recommends that the Board of Trustees approve the NWEA Subscription Agreement for 2012-2015.

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

2. Board Policy 5145.2, Nondiscrimination/Harassment

It is recommended that the Board of Trustees adopt Board Policy 5145.2, Nondiscrimination/Harassment as submitted for first reading and that it is placed on the next Consent Agenda for second reading.

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

D. HUMAN RESOURCES

1. Board Policy 4030, Nondiscrimination in Employment

It is recommended that the Board of Trustees adopt Board Policy 4030, Nondiscrimination in Employment for first reading and that it is placed on the next Consent Agenda for second reading.

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

**ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

1. Board Financial Report
2. Williams/Valenzuela Uniform Complaint Quarterly Report
3. OCAF
4. Items from the Board

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, September 12, 2012 with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**CLOSED SESSION PUBLIC COMMENTS**

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

**ADJOURN TO CLOSED SESSION**

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

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

**RECONVENE TO PUBLIC SESSION**

- A. Public Report on Action Taken in Closed Session

**ADJOURN**

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

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

Classified Personnel Action Report  
August 1, 2012

10/12TO: 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
Alice Shaw	Instructional Assistant			\$13.64/hr	06/19/12-07/17/12	Extended School Year
May Grisham ELC	Preschool Instructor	20/3	7.00	\$16.68/hr	08/20/12	Permanent/Probationary
May Grisham ELC	Instructional Assistant/Preschool	11/6	3.75	\$15.46/hr	08/20/12	Reinstate from Layoff
MOT	Maintenance Craftsperson			\$35.00/mo	06/01/12	(1) Additional Professional Growth Increment (3 total)
Campus Connection	Child Care Assistant			\$9.45/hr	07/12/12	Substitute
Campus Connection	Child Care Assistant	6/2	1.00	\$11.24/hr	09/01/12-09/14/12	Request Unpaid Leave of Absence
Pine Grove/Lakeview Jr. High	Media Specialist	14/6	35/wk	\$16.65/hr	07/13/12	Voluntary reduction in hours from 40 to 35/wk
Alice Shaw	Instructional Assistant			\$13.64/hr	06/19/12-07/17/12	Extended School Year
Ralph Dunlap	Child Care Assistant			\$9.45/hr	07/23/12-08/10/12	Temporary Assignment/Orcutt Arts Academy
Alice Shaw	Instructional Assistant			\$13.64/hr	06/19/12-07/17/12	Extended School Year
Alice Shaw	Child Nutrition Worker	11/6		\$15.46/hr	06/19/12-07/17/12	Extended School Year
May Grisham ELC	Instructional Assistant/Preschool	11/6	3.75	\$15.46/hr	08/20/12	Reinstate from Layoff
Ralph Dunlap	Child Care Assistant			\$9.45/hr	07/23/12-08/10/12	Temporary Assignment/Orcutt Arts Academy

# ORCUTT UNION SCHOOL DISTRICT

## Certificated Personnel Action Report

**TO:** Robert Bush  
District Superintendent

**FROM:** Jan Yanagisako  
Assistant Superintendent, Human Resources

**DATE:** Board Meeting of August 1, 2012

**RE:** **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Lakeview	Extra Pay	2011-12	Locker Room Coverage Prep Time for entire year, 5 days
Nightingale	Extra Duty	6/18/12	TK Report Cards, 5 hrs
Pine Grove	Hourly	5/2/12	Intervention, 1 hr
District	VI	7/1/12	Director Technology/Child Care Longevity Mileage Reimbursement Cell Phone Reimbursement
District	VI	7/1/12	Psychologist Mileage Reimbursement
Shaw	Stipend	2012-13	Teacher in Charge
Nightingale	V-13	2012-13	Units for Column Movement
Lakeview	Extra Duty	5/15/12	Intervention, 1 hr
Nightingale	Hourly	5/1-5/3/12	Intervention, 3.75 hrs
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
District	Extra Pay	6/15/12	CPI Training, 6.5 hrs
Lakeview	Stipend	2012-13	Yearbook Advisor
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 6 hrs
Dunlap	VI-20	2012-13	Reduced Workload, 57.2% Contract
Dunlap	Stipend	2012-13	Teacher in Charge
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 10.5 hrs
Lakeview	Hourly	5/8-6/7/12	Intervention, 2 hrs
Nightingale	Hourly	5/1-5/3/12	Intervention, 3.5 hrs
District	Hourly	5/3-5/31/12	Technology, 49 hrs

\*To be prorated

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Shaw	VI	7/1/12	Principal Longevity Doctorate Mileage Reimbursement Cell Phone Reimbursement
ELC District	Hourly	4/9-6/14/12 5/17-5/23/12	Enrollment, 53 hrs Test Pack – Upper, 10.5 hrs
Lakeview District	Extra Pay Daily	6/15/12 5/24/12	CPI Training, 6.5 hrs Sub Principal, 1 day
Lakeview District	Stipend Hourly	2012-13 5/14-6/12/12	Girls 7 <sup>th</sup> & 8 <sup>th</sup> Basketball Coach Home & Hospital, 23 hrs
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
Lakeview	Extra Duty Stipend	5/8-5/29/12 2012-13	Intervention, 3 hrs Boys 7 <sup>th</sup> & 8 <sup>th</sup> Basketball Coach
Olga Reed	Extra Duty	5/22/12 5/31/12	TK Observation, 3.5 hrs Kinder Assessment, 3.5 hrs
Shaw	Daily	6/5/12	Field Trip Chaperone, 1 day
Olga Reed	Extra Pay Stipend	5/1-6/15/12 2012-13	Extended Day, 19.833 hrs ASB Advisor
Pine Grove	VI	7/1/12	Principal Mileage Reimbursement Cell Phone Reimbursement
Lakeview Orcutt	Stipend	2012-13	Track Coach
District	V-9 Stipend	2012-13	Additional .10 Contract Band Director
Dunlap	VI	7/1/12	Principal Longevity Mileage Reimbursement Cell Phone Reimbursement
Pine Grove	Extra Duty	5/1-5/3/12	Intervention, 2 hrs
Nightingale	Hourly	5/14-6/7/12	Overage, 37.5 hrs
Shaw	Hourly	5/15/12	STAR Testing, 2 hrs
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
Orcutt JH	V-17	2012-13	Additional .20 Contract
Nightingale	V	7/1/12	Vice Principal Cell Phone Reimbursement
Lakeview	Hourly	5/7-5/23/12	STAR Testing, 15 hrs
District	VI	7/1/12	Psychologist Mileage Reimbursement
Olga Reed	Extra Pay Stipend	5/1-6/12/12 2012-13	Extended Day, 20.83 hrs Track Coach

\*To be prorated

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Olga Reed	Extra Pay	5/1-5/21/12	Extended Day, 9.17 hrs
Lakeview	VI	7/1/12	Principal Longevity Mileage Reimbursement Cell Phone Reimbursement
Patterson	V	7/1/12	Principal Longevity Mileage Reimbursement Cell Phone Reimbursement
District	Hourly	4/17-5/23/12	STAR Testing, 9 hrs
Nightingale	VI	7/1/12	Principal Longevity Negotiations Mileage Reimbursement Cell Phone Reimbursement
Orcutt	Stipend	2012-13	Cheer Advisor
Nightingale	Extra Duty	6/18/12	TK Report Cards, 5 hrs
Orcutt	II	7/1/12	Vice Principal Cell Phone Reimbursement
Patterson	Hourly	5/10-5/11/12	Spanish STAR Testing, 5.5 hrs
Orcutt	Stipend	2012-13	Boys Volleyball Coach
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
Lakeview	Stipend	2012-13	Girls Volleyball Coach ASB Advisor
Orcutt	Stipend	2012-13	Boys 7 <sup>th</sup> Basketball Coach
Orcutt JH	VI-20	2012-13	Temporary Teacher, 20% not to exceed STRS cap of \$31,020
Nightingale	Extra Duty	4/3-5/3/12	Intervention, 10 hrs
Nightingale	Hourly	5/1-5/3/12	Intervention, 2.5 hrs
Olga Reed	Extra Pay	5/1-6/12/12	Extended Day, 20.03 hrs
District	Extra Duty	4/23-6/14/12	Home & Hospital, 38 hrs
Orcutt	VI	7/1/12	Vice Principal STAR Testing Longevity Cell Phone Reimbursement
Shaw	VI-6	6/30/12	Resignation
Pine Grove	Stipend	2012-13	Teacher in Charge Track Coach
Dunlap	V-20	6/30/12	Early Retirement
Orcutt	Stipend	2012-13	Girls 7 <sup>th</sup> & 8 <sup>th</sup> Basketball Coach

\*To be prorated



<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Dunlap	Stipend	2012-13	Track Coach
Orcutt	Stipend	2012-13	Boys 8 <sup>th</sup> Basketball Coach ASB Advisor Yearbook Advisor
Patterson	Stipend	2012-13	Teacher in Charge Yearbook Advisor
Orcutt	VI	7/1/12	Principal Mileage Reimbursement Cell Phone Reimbursement
Nightingale	Hourly	5/2/12	Intervention, 1.25 hrs
Nightingale	Hourly	5/1-6/15/12	Preschool Admin, 39 hrs
Lakeview	Extra Duty	5/11-5/31/12	Intervention, 4 hrs
Nightingale	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
Nightingale	Hourly	5/1-5/3/12	Intervention, 3.75 hrs
Nightingale	VI-14	2012-13	Job Share, 50%
	Extra Duty	5/1-5/3/12	Intervention, 2.5 hrs
Lakeview	Stipend	Stipend	Cheer Advisor
District	Extra Duty	4/23-6/13/12	Home & Hospital, 57 hrs
District	Hourly	5/7-6/13/12	Mini Rodeo, 19.75 hrs
		5/14-6/1/12	NWEA Proctor, 72 hrs
District	Hourly	5/1-6/13/12	Beginning strings, 39.5 hrs
Olga Reed	Extra Duty	5/22/12	TK, 3.5 hrs
District	Hourly	5/1-5/31/12	District Support Services, 39 hrs
Orcutt	Extra Duty	4/24-6/7/12	Detention, 19 hrs
			Director, Pupil Services
District	VI	7/1/12	Longevity Mileage Reimbursement Cell Phone Reimbursement
			District Nurse
District	VI	7/1/12	Millage Reimbursement Cell Phone Reimbursement
Lakeview	Extra Pay	6/15/12	CPI Training, 6.5 hrs
Pine Grove	Stipend	2012-13	Yearbook Advisor
District	II	7/1/12	Psychologist Mileage Reimbursement
Olga Reed	Extra Pay	5/1-6/12/12	Extended Day, 16.66 hrs
Nightingale	V-6	2012-13	Temporary Teacher, 50%
Olga Reed	Extra Pay	5/1-6/12/12	Extended Day, 20.33 hrs
Patterson	Stipend	2012-13	Track Coach

\*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  
June 13, 2012**

**CALL TO ORDER**

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, June 13, 2012 beginning with Mr. Buchanan calling Public Session to order at 6:50 p.m. Members Present: Peterson Buchanan, Hatch, Meissner and Zilli. Absent: None. Administrators Present: Bush, Ochej, Yanagisako and Edds. The Pledge of Allegiance was led by Bob Schmalbach.

**SUPERINTENDENT'S REPORT**

Certificated retirees Bruce Mulcahay, Susie West, April Viau and Jean Byrne were honored. Principals and co-workers spoke on their behalf. Classified retiree Pam Silva was unable to attend. The Public Session was adjourned to a retiree reception at 7:55 p.m.

**RECONVNE TO PUBLIC SESSION**

Public Session reconvened at 8:10 p.m. in the District Office Board Room.

**SUPERINTENDENT'S REPORT (continued)**

Marysia gave an update on the Governor's Budget.

**CONSENT AGENDA ITEMS**

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting, May 9, 2012
- E. Minutes, Special Meeting, May 21, 2012
- F. Interdistrict Attendance Agreement Requests 2011/2012
- G. Interdistrict Attendance Agreement Requests 2012/2013
- H. Board Policy 3553, Free and Reduced, for second reading
- I. Board Policy 3110, Transfer of Funds, for second reading
- J. Board Policy 6145.2, Athletic Competition, for second reading
- K. Board Policy 6161.1, Selection and Evaluation of Instructional Materials, for second reading
- L. Board Policy 6153, School-Sponsored Trips, for second reading
- M. Board Policy 6146.1, High School Graduation Requirements, for second reading
- N. Board Policy 5131.7, Weapons and Dangerous Instruments, for second reading
- O. Board Policy 5113, Absences and Excuses, for second reading
- P. Revised 2012/2013 Orcutt Union School District K-8 School Calendar

It was moved by Kathy Meissner, seconded by Bob Hatch and carried to approve Consent Agenda Items A through P, as submitted.

**ITEMS SCHEDULED FOR ACTION**

**Gifts**

It was moved by Kathy Meissner, seconded by Jim Peterson and carried to accept the gifts and direct that letters of acceptance and appreciation be forwarded to Kim and Mark LeLcaire, Dave Carlson and Debbie Briant.

**Resource Solutions Group Energy Reduction Plan Agreement**

It was moved by Jan Zilli, seconded by Bob Hatch and carried to authorize the Assistant Superintendent of Business to enter into an agreement with Resource Solutions Group (RSG) and utilize their program to work towards better utility management.

**Discretionary Commercial Warrants Audit**

It was moved by Bob Hatch, seconded by Jim Peterson and carried to renew the Memorandum of Understanding for Discretionary Commercial Warrants Audit.

Orcutt Junior High School Tennis Courts Resurfacing

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the First Serve contract for Orcutt Junior High School tennis court resurfacing in the amount of \$9,885.

District Office Parking Lot Seal and Stripe

It was moved by Kathy Meissner, seconded by Jim Peterson and carried to authorize the Assistant Superintendent of Business to move forward to make minimal repairs to the District Office parking lot.

Board Policies

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt Board Policy 1250, Visitors/Outsiders for first reading and place it on the next Consent Agenda for second reading.

It was moved by Kathy Meissner, seconded by Bob Hatch and carried to adopt Board Policy 5131, Conduct for first reading and place it on the next Consent Agenda for second reading.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt Board Policy 5131.2, Bullying for first reading and place it on the next Consent Agenda for second reading.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt Board Policy 5144.1, Suspension and Expulsion/Due Process for first reading and place it on the next Consent Agenda for second reading.

**ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

The Board Financial Report was presented for information/discussion. Marysia reported that nothing out of the ordinary was included in the report. Board Exhibit 6161.1, Selection and Evaluation of Instructional Materials, Board Exhibit 5146.6, Parent Notifications, Administrative Regulation 5144.1, Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2, Suspension and Expulsion/Due Process (Students with Disabilities were presented for Board approval.

Mr. Buchanan and Mr. Hatch reported on the Quarterly School Meeting they attended along with Superintendent Bush.

**GENERAL ANNOUNCEMENTS**

The next regular board meeting is scheduled for Wednesday, August 8, 2012 beginning with Public Session beginning at 6:45 p.m. with Closed Session following, as needed, In the District Office Board Room, 500 Dyer Street, Orcutt, CA. A special board meeting is scheduled for Wednesday, June 20, 2012 beginning at 6:00 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. followed by a Curriculum Board Meeting at 6:30 p.m.

**ADJOURN TO CLOSED SESSION**

It was moved by Jim Peterson, seconded by Bob Hatch and carried to adjourn to Closed Session at 8:35 p.m.

**RECONVENE TO PUBLIC SESSION**

Public Session reconvened at 8:55 p.m.

**REPORT ON ACTION TAKEN IN CLOSED SESSION**

Mr. Buchanan reported that no action was taken in Closed Session.

**ADJOURN**

It was moved by Jan Zilli, seconded by Kathy Meissner and carried to adjourn Public Session at 8:56 p.m.

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Bob Bush, Board Secretary

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Kathleen Meissner, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
June 20, 2012**

**CALL TO ORDER**

A special charter meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, June 20, 2012 beginning with Mr. Buchanan calling Public Session to order at 6:15 p.m. Members Present: Peterson Buchanan Hatch Zilli and Meissner. Absent: None Administrators Present: Bush, Ochej, Yanagisako and Edds. Absent: None The Pledge of Allegiance was led by Dr. Jim Peterson

**SUPERINTENDENT'S REPORT**

Dr. Edds gave a comprehensive report on curriculum related topics including Transitional Kindergarten (TK), GATE, testing and standards, English Learners' Program and Professional Learning Communities. A number of the principals were in attendance to report specifically on their site. The Board was given an opportunity to ask questions and give input.

**PUBLIC HEARING**

Mr. Buchanan opened the Public Hearing for the 2012/2013 District Budget. There being no discussion, the hearing was closed.

**ITEMS SCHEDULED FOR ACTION**

**Compass Learning Curriculum**

It was moved by Bob Hatch, seconded by Jan Zilli and carried to move the Compass Learning agenda item to this point in the meeting so that the representative from Compass Learning could be excused.

It was moved by Kathy Meissner seconded by Jan Zilli and carried to approve the purchase of Compass Learning Curriculum.

**2012/2013 District Budget**

Marysia presented a brief overview of the 2012/2013 District Budget based on Governor Brown's May Revision and data provided by School Services of California to generate general assumptions regarding revenue generation. The May Revision assumes that the electorate will pass the Governor's tax initiative. School Services has recommended that schools budget for worse case, which assumes an ongoing reduction in funding of \$441/ADA which is included in the 2012/2013 figures presented. When preparing the district's cash flows it was assumed that the initiative will not pass until the outcome of the November election is known. It was moved by Bob Hatch, seconded by Jan Zilli and carried to adopt the proposed 2012/2013 District Budget and approve the document as presented.

**Purchases of Switches and Maintenance Agreement**

It was moved by Kathy Meissner, seconded by Jan Zilli and carried to approve the contract with Trac3 for the purchase of switches and warranty agreement as proposed for a total contract amount of \$19,565.55.

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular meeting is scheduled for Wednesday, August 8, 2012 with Closed Session beginning at 6:15 p.m. followed by Public Session at 6:45 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**ADJOURN TO CLOSED SESSION**

It was moved by Bob Hatch, seconded by Jim Peterson and carried to adjourn the meeting to Closed Session at 8:50 p.m.

**RECONVENE TO PUBLIC SESSION**

Public Session reconvened at 9:20 p.m. Mr. Buchanan reported that no action was taken in Closed Session.

**ADJOURN**

The Public Session meeting was adjourned at 9:22 p.m.

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Bob Bush, Board Secretary

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Kathleen Meissner, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING  
July 9, 2012**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, July 9, 2012 beginning with Mr. Buchanan calling Public Session to order at 7:30 a.m. Members Present: Hatch, Peterson, Buchanan and Meissner. Absent: Zilli. Administrators Present: Ochej. Absent: Bush, Edds and Yanagisako. Bob Hatch led the Pledge of Allegiance.

**ITEMS SCHEDULED FOR ACTION**

**Construction Change Order to the Orcutt Academy High School Restroom Upgrade**

It was moved by Bob Hatch, seconded by Kathy Meissner and carried to approve the two change orders that result in a total project cost of \$54,111, with an additional 10% contingency of \$5,411, added in case of any further unforeseen conditions to assure we can complete this project when school opens in August. This brings the total to \$59,522. Vote: 4-0

**ADJOURN**

It was moved by Kathy Meissner, seconded by Jim Peterson and carried to adjourn the meeting at 7:35 a.m.

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Bob Bush, Board Secretary

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Kathleen Meissner, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING  
July 16, 2012**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, July 16, 2012 beginning with Mrs. Meissner calling Public Session to order at 7:30 a.m. Members Present: Hatch, Peterson, Zilli and Meissner. Absent: Buchanan. Administrators Present: Ochej, Bush and Yanagisako. Absent: Edds. Bob Hatch led the Pledge of Allegiance.

**ITEMS SCHEDULED FOR ACTION**

**Construction Change Order to the Pine Grove Hardcourt Improvement**

It was moved by Bob Hatch, seconded by Jim Peterson and carried to approve the Construction Change Orders to the Pine Grove Hardcourt Improvement contract in the amount of \$72,426.12 which results in an increase to the contract to a total of \$271,426.12 with an additional 10% contingency of \$27,142 added in case of any further unforeseen conditions to assure the project can be completed when school opens in August. This brings the total to \$298,568.12 excluding materials purchased directly. Vote: 4-0

**ADJOURN**

It was moved by Kathy Meissner, seconded by Jim Peterson and carried to adjourn the meeting at 7:43 a.m.

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Bob Bush, Board Secretary

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Kathleen Meissner, Clerk, Board of Trustees





## Educational Services

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

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**TO:** Bob Bush, Superintendent  
**FROM:** Holly Edds, Assistant Superintendent Ed.Services  
**BOARD MEETING DATE:** August 1, 2012  
**BOARD AGENDA ITEM:** CONSOLIDATED APPLICATION  
Application for Funding

The Consolidated Application is used by the CDE to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded schools throughout California. CDE has converted to a new online reporting system and the new requirements include approval of the Application for Funding by the local governing board in order to seek categorical funding.

**RECOMMENDATION:** Staff recommends that the Board of Trustees approves Application for Funding for the Consolidated Application.

**FUNDING:** State and Federal Categorical Budgets

**2012-13 Application for Funding**

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	08/08/2012
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**District English Learner Advisory Committee (DELAC) Review**

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Angelica Lillo
DELAC review date	04/26/2012
Meeting minutes web address	<a href="http://www.orcutt-schools.net/?L=3&amp;PN=MeetingSchedule&amp;DivisionID=6489&amp;DepartmentID=6624&amp;SubDepartmentID=2772&amp;DisplayType=Archives&amp;TabNo=2">http://www.orcutt-schools.net/?L=3&amp;PN=MeetingSchedule&amp;DivisionID=6489&amp;DepartmentID=6624&amp;SubDepartmentID=2772&amp;DisplayType=Archives&amp;TabNo=2</a>
Please enter the web address of DELAC review meeting minutes. If the review minutes are posted to the LEA's web site and the address provided here, they will not need to be loaded to CAIS.	
DELAC comment	
If an advisory committee refused to approve the application, or if DELAC approval is not applicable, enter a comment.	

**Application for Categorical Programs**

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

<b>Economic Impact Aid</b> EC 54000 SACS 7090, 7091	Yes
<b>Title I Part A (Basic Grant)</b> ESEA Sec. 1111 et seq. SACS 3010	Yes
<b>Title I Part D (Delinquent)</b> ESEA Sec. 1401 SACS 3025	No
<b>Title II Part A (Teacher Quality)</b>	Yes

**California Department of Education**

Orcutt Union Elementary (42 69260 0000000)

**Consolidated Application**

Status: Certified  
Saved by: Holly Edds  
Date: 7/3/2012 9:06 AM

**2012-13 Application for Funding**

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

ESEA Sec. 2101 SACS 4035	
<b>Title III Part A LEP</b>	Yes
ESEA Sec. 3102 SACS 4203	



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Bob Bush, Superintendent

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

BOARD MEETING DATE: August 1, 2012

BOARD AGENDA ITEM: Surplus Property

BACKGROUND: In accordance with Education Code Sections 39520 - 39530 and BP 3260; staff recommends that the following items be declared surplus and unusable property.

This vehicle has been used by maintenance and the warehouse. The vehicle below is old and the cost to repair the vehicle would not be cost effective.

Item Description
Vehicle #62 1984 GMC Van License No. 403289; Vehicle ID 2GDHG31MOE4528239

RECOMMENDATION: Staff recommends that the Board of Trustees declare the above stated items as unused and/or obsolete and direct staff to dispose of this item.

FUNDING: N/A

**ORCUTT UNION SCHOOL DISTRICT**  
**Administrative and Management Agreement**  
Effective July 1, 2011

- A. The terms of this agreement shall be in effect until June 30, 2012. Compensation will be determined by the Board of Trustees prior to the start of school each year. The 2011/12 Certificated Management or Classified Management Salary Schedules is attached.
- B. The work year for all positions covered by this agreement shall be as stated in Appendix A, Certificated Management Salary Schedule and Appendix B, Classified Management Salary Schedule.
- C. Longevity increases shall be awarded to certificated management personnel after their 16th, 19th, 22nd, and 24th years in the district. ~~The amount of the increase will be determined by the number of units and/or degrees obtained as identified in the Teacher Salary Schedule.~~ Longevity increases shall be awarded to classified management after their 16<sup>th</sup>, 19<sup>th</sup>, 22<sup>nd</sup> and 24<sup>th</sup> years in the district per the Classified Management Salary Schedule attached. Current classified management who have not reached the first increment of this schedule will continue to receive classified longevity per the CSEA Classified Salary schedule **until such time as they qualify to return to the Management Schedule.**
- D. An additional \$1,000 shall be added to the salary benefits for management employees holding an earned Doctorate Degree.

E. Intra-district mileage allowances per year will be as follows:

Principals	\$1100
Psychologists	\$1050
Other Classified and Certificated Directors	\$800-\$2200- <b>2400</b>

F. Cell phone reimbursement allowances per year will be as follows:

Administrators, Management, Classified & Certificated Directors	\$180-\$900
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G. Medical coverage is as follows:

- 1. Blue Cross ~~Prudent Buyer\*~~.
- 2. Delta Dental coverage for ~~family and orthodontia coverage for dependent children~~ **single, 2-party or family based on the selected plan.**
- 3. The District agrees to provide vision care (Vision Service Plan) through SISC at the same benefit level provided in the ~~2009/10~~ **2010/11** school year. Dependent coverage is available; however the District's premium payment for VSP (Vision Service Plan) including dependent coverage is limited to that for the single rate at the ~~2009/10~~ **current** level.
- 4. Cancer and catastrophic care for family.

- 5. \$50,000 life insurance policy.
- H. Leave allocations follow the bargaining unit contracts.
- I. The terms of this agreement are subject to the availability of funds.
- J. If mutually agreed between the Board of Trustees and the management team, this contract is subject to yearly review.

\*For Management employees hired after July 1, 2005, medical benefits will be 80% paid by the district for two party and family coverage and 100% for single coverage.

Adopted by the Board of Trustees August 1, 2012

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Bob Bush, District Superintendent