ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, September 11, 2019
Closed Session – 6:00 P.M.
Public Session – 6:30 P.M.
District Office Board Room
500 Dyer Street, Orcutt, CA 93455

CALL TO ORDER 6:00 P.M.

A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

1. Public Employment per Personnel Report.
2. Public Employee Employment/Discipline/Dismissal/Release.
3. Conference with labor negotiator Dr. Deborah Blow, Superintendent and/or Susan Salucci
   a. OEA
   b. CSEA
4. Conference with labor negotiators for unrepresented employees:
   a. Certificated and Classified Management, and Confidential.
   b. Agency representative – Superintendent.
   c. Superintendent. Agency representative – Board of Trustees
5. Student disciplinary/expulsion matters.
6. Conference with Legal Counsel: Anticipated Litigation Pursuant to California Government section 54956.9(d) (2).

RECONVENE TO PUBLIC SESSION 6:30 P.M.

B. Public Report on Action Taken in Closed Session

C. Adoption of September 11, 2019 Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

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

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

D. Superintendent's Report

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

1. OAHS ASB update
2. OCAF Report
3. Ralph Dunlap School Presentation
4. Supporting Orcutt Academy's Academic Resources (SOAAR)
5. 8th Grade Graduations for 2020

E. **ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

1. Items from the Board

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.

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. Hiring of Additional Coaches at OUSD
D. Hiring of Additional Coaches at Orcutt Academy Charter High School
E. Approval of Warrants
F. Minutes, Special Board Meeting, August 5, 2019
G. Minutes, Board Meeting, August 14, 2019
H. Minutes, Special Board Meeting, August 26, 2019
I. OAHS Barber Shop Quartet Overnight Trip, October 18th – 20th, 2019
J. OAHS Girls Cross Country Overnight Trip Invitational, October 11th and 12th, 2019
K. Board Policy 0420, School Plans/Site Council for second reading
L. Board Policy 0420.4, Charter School Authorization for second reading
M. Board Policy 0420.41, Charter School Oversight for second reading
N. Board Policy, 1312.1, Complaints Concerning District Employees for second reading
O. Board Policy, 1312.3, Uniform Complaint for second reading
P. Board Bylaw 9323, Meeting Procedures for second reading
Q. Board Policy 5131.2, Bullying for second reading
R. Board Policy 5132, Dress and Grooming for second reading
S. Board Policy 5141, Health Care and Emergencies for second reading
T. Board Policy 6142.1, Sexually Health and HIV/Aids Prevention for second reading
U. Board Policy 6142.6, Visual and Performing Arts Education for second reading
V. Board Policy 6146.1, High School Graduation Requirements for second reading
W. Board Policy 4030, Nondiscrimination in Employment for second reading
X. Board Policy 4199.22, Dress and Grooming for second reading

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Acceptance of Gifts

Lakeview Jr. High School received a cash donation for $1,500 from SESLOC Federal Credit Union, Carla Swift. $500 will be given to three English teachers. Mrs. Del Carmen, Mrs. Vertrees and Mr. Griffin.
Olga Reed received a cash donation for $300 from Nancy Helgeland, which will be used to offset the cost of swim lesson goggles.

It is recommended that the Board of Trustees accept these gifts and request that a letter of acceptance and appreciation be forwarded to SESLOC Federal credit Union, Carla Swift, and Nancy Helgeland.

Moved _____ Second _____ Vote _____

2. Approval for Olga Reed School Sixth Grade Trip to Catalina Island Marine Institute

It is recommended that the Board of Trustees approve the overnight three-day, two-night camp experience to the Catalina Island Marine Institute, Wednesday, October 3rd, through Friday, October 5th, as submitted.

Moved _____ Second _____ Vote _____

3. Approval for Pine Grove School Overnight Field Trip to Santa Barbara Maritime Museum

It is recommended that the Board of Trustees approve the overnight trip for the fourth grade Pine Grove classes to Santa Barbara Maritime Museum, October 1-3, 2019, as submitted.

Moved _____ Second _____ Vote _____

B. BUSINESS SERVICES

1. Surplus

It is recommended that the Board of Trustees approve the surplus items, as submitted.

Moved _____ Second _____ Vote _____

2. Authorized Signatures: District Personnel Approved by the Superintendent for Release of Commercial and Payroll Warrants

It is recommended that the Board of Trustees approve the authorized signatures for release of commercial and payroll warrants, as submitted.

Moved _____ Second _____ Vote _____

3. GANN Limit, Resolution No. 4

It is recommended that the Board of Trustees adopt 2019/2020 Resolution No. 4, GANN Limit Adoption, as submitted.

Moved _____ Second _____ Vote _____

4. Purchase of Kubota Tractor and Power Turf Renovator for Turf Management

It is recommended that the Board of Trustees approve the purchase of a new Kubota Tractor and Power Turf Renovator, as submitted.

Moved _____ Second _____ Vote _____

5. Approval of Child Nutrition Bids

It is recommended that the Board of Trustees approve the Child Nutrition Bids, as submitted.

Moved _____ Second _____ Vote _____

6. District and Charter Fund 2018/2019 Unaudited Actuals

It is recommended that the Board of Trustees approve and certify the District and Charter Fund 2018-2019 Unaudited Actuals Report, as submitted.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

Public Hearing - Instructional Materials/Textbook Sufficiency

This is the Public's opportunity to comment on Instructional Materials/Textbook Sufficiency

1. 2019-2020 Resolution No. 5 Sufficiency of Instructional Materials

It is recommended that the Board of Trustees adopt 2019/2020 Resolution No. 5, Sufficiency of Instructional Materials as submitted.

Moved _____ Second _____ Vote _____

2. Disposal of Obsolete Textbooks and Library Books

It is recommended that the Board of Trustees approve the immediate disposal of library books and Instructional materials which fall in the described categories in accordance with district policy.

Moved _____ Second _____ Vote _____

4. 2019-2020 Resolution No. 6 Full Day Kindergarten Presentation (No Action)

Staff will present a draft resolution for Full Day Kindergarten, which will be submitted for first reading for approval at the October 9, 2019, Board Meeting.

D. HUMAN RESOURCES

1. Concordia University Supervised Fieldwork Agreement for School Counselor Candidate

It is recommended that the Board of Trustees approve the Concordia University Supervised Fieldwork Agreement for the School Counselor Program, as submitted.

Moved _____ Second _____ Vote _____

E. TECHNOLOGY

1. Purchase of a Voice Over IP (VOIP) Phone System
It is recommended that the Board of Trustees approve the purchase of the Voice Over IP (VOIP) Phone System, as submitted.

Moved _____ Second _____ Vote _____

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, October 9, 2019, beginning with Closed Session starting at 6:00 p.m., Public Session at 6:30 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

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

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

Classified Personnel Action Report
Orcutt Union School District
September 11, 2019

TO: Deborah Blow, Ed.D.

SUBMITTED BY: Susan Salucci, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Amarillas, Mark	Grounds	Grounds Maintenance Worker, Lead	29/4	8.0	$175.00 per mo.	11/1/19	Longevity – 20 years
Amarillas, Mark	Grounds	Grounds Maintenance Worker, Lead	29/4	8.0	$25.00 per mo.	8/1/19	Phone Stipend
Amenta, Mary Beth	Patterson	Instructional Assistant, I	11/6	3.5	$125.00 per mo.	9/1/19	Longevity – 10 years
Amezcua-Briseno, Pedro	Technology	Computer Technician I	21/6	8.0	$25.00 per mo.	5/13/19	Phone Stipend
Arellano, Patricia	Transportation	Bus Driver	18/3	22.1 per wk.	$18.98 per hr.	9/4/19	Adjustment in hours
Arguilles, Maria	Transportation	Bus Attendant	11/6	29.33 per wk.	$18.48 per hr.	9/4/19	Adjustment in hours
Bacon, Joanna	Transportation	Bus Driver	18/5	21.4 per wk.	$20.92 per hr.	9/4/19	Adjustment in hours
Bacon, Joanna	District	Noon Duty Supervisor, Substitute	6/5		$15.56 per hr.	8/19/19	Substitute
Badenell, Lisa	Transportation	Bus Attendant	11/6	31.0 per wk.	$18.48 per hr.	9/4/19	Adjustment in hours
Bailey, Lori	District	Noon Duty Supervisor, Substitute	6		$12.35 per hr.	8/13/19	Substitute
Bailey, Lori	Pupil Services	Instructional Assistant I & II, Substitute	11 & 12		$13.76 & $14.10 per hr.	8/13/19	Substitute
Ballard, Sue	Pine Grove	Child Nutrition Worker	7/6	2.75	$175.00 per mo.	9/1/19	Longevity – 20 years
Bates Piro, Kristen	District	Noon Duty Supervisor, Substitute	6		$12.35 per hr.	8/14/19	Substitute
Bello, Michele	Technology	Senior Secretary	24/3	8.0	$25.00 per mo.	7/1/19	Phone Stipend
Bonner, Krista	Orcutt JHS	Instructional Assistant, I	11/6	3.75	$18.48 per hr.	8/19/19	Permanent/Probationary
Bressem, Mark	Transportation	Bus Driver	18/3	27.9 per wk.	$18.98 per hr.	9/4/19	Adjustment in hours
Bunting, Paul	Transportation	Bus Driver	18/6	26.85 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours

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Orcutt Union School District
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TO: Deborah Blow, Ed.D.

SUBMITTED BY: Susan Salucci, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Chacon, Erica	Transportation	Bus Attendant	11/3	22.85 per wk.	$15.96 per hr.	9/4/19	Adjustment in hours
Christenson, Diane	Dunlap	Media Specialist	14/6	12 per wk.	$150.00 per mo.	10/1/19	Longevity – 15 years
Christenson, Diane	Dunlap	Media Specialist	14/6	12 per wk.	$19.90 per hr.	19/20 school year	Continued reduction of hours
DeCaires, Dennis	Transportation	Bus Driver	18/6	29.4 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours
DeCaires, Wendy	Transportation	Bus Driver	18/6	29.6 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours
Dunford, Peggy	Nightingale Campus Connection	Child Care Assistant	6/6	1.5	$150.00 per mo.	10/1/19	Longevity – 15 years
Dwyer, Mary Jane	Human Resources	Administrative Assistant, Confidential	6	8.0	$1,500 per yr.	7/1/19 – 6/30/20	Teacher Induction
Frost, Rowena	Child Nutrition	Child Nutrition Cook, Senior	11/6	3.5	$150.00 per mo.	9/1/19	Longevity – 15 years
Frost, Rowena	Central Kitchen	Child Nutrition Cook, Senior	11/6	3.5	$18.48 per hr.	8/14/19	Voluntary Transfer
Garcia, Deedra	District	Noon Duty Supervisor, Substitute	6		$12.35 per hr.	8/20/19	Substitute
Gonzalez, Alma	Orcutt JHS	Instructional Assistant, I	11/3	3.5	$15.96 per hr.	9/4/19	Permanent/Probationary
Graham-Lemon, Julia	District	Instructional Assistant I & II	11 & 12		$13.76 & $14.10 per hr.	8/16/19	Substitute
Griego, Leslie	District	Noon Duty Supervisor, Substitute	6		$12.35 per hr.	8/16/19	Substitute
Griffith, Tania	District	Community Liaison	14/4	6.0	$18.05 per hr.	8/12/19	Increase in hours
Herrera, Samantha	Orcutt JHS	Instructional Assistant, I	11/2	3.75	$15.20 per hr.	8/16/19	Resignation
Jackson, Phyllis	Lakeview JHS	Office Manager	21/6	8.0	$175.00 per mo.	9/1/19	Longevity – 20 years
James, Melisa	Orcutt JHS	Instructional Assistant, II	12/4	6.0	$17.17 per hr.	8/12/19	Change step placement

Classified Personnel Action Report
Orcutt Union School District
September 11, 2019

TO: Deborah Blow, Ed.D.

SUBMITTED BY: Susan Salucci, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Jensen, Lois	Pine Grove, Campus Connection	Child Care Assistant	6/6	2.0	$200.00 per mo.	10/1/19	Longevity – 25 years
Kercado, CarolAnne	Pupil Services	Senior Secretary	24/6	8.0	$200.00 per mo.	10/1/19	Longevity – 25 years
Klosinski, Rebecca	Dunlap, Campus Connection	Child Care Coordinator	16/6	3.75	$175.00 per mo.	9/1/19	Longevity – 20 years
Landron, Mary	Transportation	Bus Driver	18/5	30 per wk.	$20.92 per hr.	9/4/19	Adjustment in hours
Lane, Kara	Nightingale	Media Specialist	14/6	7.0	$150.00 per mo.	10/1/19	Longevity – 15 years
Lara, Charlene	Transportation	Bus Attendant	11/6	21 per wk.	$18.48 per hr.	9/4/19	Adjustment in hours
Llamas, Erika	Transportation	Bus Driver	18/2	23.1 per wk.	$18.07 per hr.	9/4/19	Adjustment in hours
Malicdem, Vivian	Orcutt JHS	Child Nutrition Worker	7/6	3.0	$16.75 per hr.	9/9/19	Increase in hours
McArthur, Assunta	Pine Grove	Office Assistant	14/6	6.0	$200.00 per mo.	10/1/19	Longevity – 25 years
McGeary, Rebecca	Transportation	Bus Driver	18/6	29.51 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours
McMann, Kellie	Transportation	Bus Driver	18/6	23.5 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours
Metzler, Ruth	Transportation	Driver	15/1	5.0 per wk.	$15.98 per hr.	8/29/19	Permanent/Probationary
Metzler, Ruth	Transportation	Driver	15/1	5.0 per wk.	$150.00 per mo.	9/1/19	Longevity – 15 years
Morgan, Gary	Orcutt Academy HS	Noon Duty Supervisor	6/6	3.0	$16.33 per hr.	8/22/19	Increase in hours/change in site
Mowry, Neva	Transportation	Bus Driver	18/6	32.43 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours
Musumeci, Randy	Transportation	Bus Driver	18/4	22.5 per wk.	$19.93 per hr.	9/4/19	Adjustment in hours
Nance, Donna	Pine Grove	Media Specialist	14/6	30 per wk.	$19.90 per hr.	19/20 school year	Continued reduction of hours

Classified Personnel Action Report
Orcutt Union School District
September 11, 2019

TO: Deborah Blow, Ed.D.

SUBMITTED BY: Susan Salucci, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
O'Leary, Jodi	Nightingale	Instructional Assistant, II	12/6	3.75	$18.94 per hr.	8/12/19	Increase in hours (by .25)
Orahood, Mary	Dunlap, Campus Connection	Child Care Assistant	6/6	3.75	$16.33 per hr.	12/20/19	Retirement
Rea, Gina	Dunlap	Noon Duty Supervisor	6/1	.70	$13.00 per hr.	8/21/19	Permanent/Probationary
Rucobo, Crystal	Transportation	Bus Attendant, Substitute	11		$13.76 per hr.	8/20/19	Substitute
Samaniego, Alexis	Pupil Services	Instructional Assistant I & II	11 & 12		$13.76 & $14.10 per hr.	8/13/19	Substitute
Sandstrom, LeiLani	Transportation	Bus Driver	18/6	5.05 per wk.	$21.97 per hr.	9/4/19	Adjustment in hours
Southern, Julie	Nightingale	Noon Duty Supervisor	6/1	1.75	$13.00 per hr.	8/13/19	Resignation from permanent position
Southern, Julie	District	Noon Duty Supervisor, Substitute	6		$12.35 per hr.	8/13/19	Substitute
Stites, Jennette	Transportation	Bus Attendant, Substitute	11/6		$18.48 per hr.	9/4/19	Substitute
Swack, Stephani	Nightingale	Office Assistant, Sub	14		$15.59 per hr.	8/13/19	Substitute
Swack, Stephani	Lakeview JHS	Noon Duty Supervisor	6/1	.83	$13.00 per hr.	8/13/19	Permanent/Probationary
Swack, Stephani	Nightingale	Noon Duty Supervisor	6/1	1.75	$13.00 per hr.	8/14/19	Permanent/Probationary
Vega, Lisa	Transportation	Driver	15/2	23.75 per wk.	$16.78 per hr.	9/4/19	Adjustment in hours
Werneburg, Rossana	Lakeview JHS	Noon Duty Supervisor	6/1	.83	$13.00 per hr.	8/16/19	Permanent/Probationary
Yolar-Groppetti, Madison	Academy K-8	Instructional Assistant, I	11/3	6.0	$1,000 annually	9/4/19	Educational Stipend – Bachelor's

Certificated Personnel Action Report
Orcutt Union School District
September 11, 2019

TO: Dr. Deborah Blow, Superintendent

FROM: Susan Salucci, Assistant Superintendent / Human Resources

RE: Recommendations for Board Approval and Ratification

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Alter, Sara	Ralph Dunlap	Hourly	$25	2019-20	Academic Intervention, 24 hrs/wk
Baldwin, Beth	Lakeview JHS	Stipend	$1200	2019-20	PLC Lead, PE
Barba, Patti	Alice Shaw	Stipend Extra Duty	$1200 $40/hr	2019-20 6/5-6/9/19	Lead Teacher, 3rd Grade Math Institute, 24 hrs
Barbour, Katherine	Patterson Road	IV-2 Extra Duty	$52,310 $40/hr	2019-20 8/5-8/9/19	Probationary Workshops, 18 hrs
Barr, James	Academy HS	Stipend	$1400	2019-20	Track Coach
Birdsall, Swapna	Academy K-8	Extra Duty	$40/hr	8/5-8/8/19	Workshops, 17.5 hrs
Benedict, Patricia	Patterson Road	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk
Black, Darrell	Academy HS	Stipend	$1400	2019-20	Varsity Softball Coach
Black, Helen	Academy HS	Stipend	$800	2019-20	Varsity Softball Assistant
Blanchard, Kimberly	Joe Nightingale	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk
Bormes, Lori	Ralph Dunlap	Hourly	$25	2019-20	Art Enrichment, 16 hrs wk
Brannon, Erica	Ralph Dunlap	Extra Duty	$40/hr	8/9/19	Workshop, 6 hrs
Britt, Bobby	Academy HS	Stipend	$1400*	2019-20	Girls Varsity Soccer Coach, split
Buchanan, Sally	District	Hourly	$25	2019-20	Speech Support, 30 hrs wk
Cabanting, Albert	Orcutt JHS Lakeview JHS	Stipend	$991 $991 $1513	2019-20	Track Coach Track Coach 7th Grade Girls Basketball Coach
Cain, Kelli	Patterson Road	III-6 Extra Duty	$56,991 $40/hr	2019-20 8/5-8/8/19	Temporary Workshops, 12 hrs
Callaghan, Christy	Patterson Road	Extra Duty	$40/hr	6/18-6/19/19	TOSA Workshops, 9 hrs
Callis, Wendy	Patterson Road	Extra Duty	$40/hr	7/30-7/31/19 8/7-8/9/19	CPM Training, 12 hrs Workshops, 16 hrs
Cantrell, Andrea	Ralph Dunlap	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Chambless, Amy	Alice Shaw	Stipend	$1200	2019-20	PLC Lead, Special Education
Chartier, Victoria	Pine Grove	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 12.25 hrs
Chase, Angela	Patterson Road	Stipend Extra Duty	$1200 $40/hr	2019-20 8/5-8/9/19	PLC Lead, 1st Grade Workshops, 18 hrs
Christensen, Paul	Academy HS	Stipend	$1400*	2019-20	Girls Varsity Volleyball Coach, split
Clayton, Michelle	Academy K-8	Stipend	$924 $1320 $1252 $1252	2019-20	Yearbook Advisor ASB Advisor Girls Volleyball Coach Boys Volleyball Coach
Cleveland, Paul	Lakeview JHS	Stipend Extra Duty	$1200 $40/hr	2019-20	PLC Lead, Science Sysop, 50 hrs max
Coburn, Josie	District	Stipend	$1122	2019-20	District Band Director
Cole, Chris	Academy K-8	Stipend	$1513	2019-20	Boys Basketball Coach
Cole, Cristy	Academy K-8	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 12 hrs
Collison, Deirdre	Alice Shaw	Stipend	$1200	2019-20	PLC Lead, 4th Grade
Cornwell, Karen	District	Extra Duty	$40/hr	8/8-8/9/19	Workshops, 13 hrs
Culbara, Graham	Academy HS	Stipend	$1200 $2000	2019-20	PLC Lead, English ASB Advisor
Cutler, Elizabeth	Lakeview JHS	Stipend	$1500 $1320 $1200	2019-20	Teacher in Charge ASB Advisor PLC Lead, History
Dacus, Cody	Patterson Road	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk
Danielson, Lisa	Ralph Dunlap	Extra Duty	$40/hr	8/5-8/9/19	Workshops, 24 hrs
DelCarmen, Maria	Lakeview JHS	Stipend Extra Duty	$1200 $40/hr	2019-20 8/7/19	PLC Lead, English Workshop, 6 hrs
Dell'Armo, John	Academy HS	Stipend	$800 $1400 $800	2019-20	Boys Varsity Basketball Assistant Swim Coach Dive Assistant
Dell'Armo, Sarah	Orcutt JHS	Extra Duty	$40/hr	8/7/19	Workshop, 6 hrs
DePalma-Steed, Bridgette	Academy HS	Stipend	$1500*	2019-20	Teacher in Charge, split
Devereaux, William	Patterson Road	Stipend	$1500	2019-20	Teacher in Charge
Doerksen, Allie	Pine Grove	I-2 Extra Duty	$45,536 $40/hr	2019-20 8/5-8/9/19	Probationary Workshops, 22 hrs
Douglass, Grace	Academy HS	Stipend	$800*	2019-20	Robotics Assistant, shared
Dunne, Tony	Patterson Road	Stipend	$991	2019-20	Track Coach
Ebner, Karen	Lakeview	Stipend	$1200	2019-20	PLC Lead, Special Education
Elkin, Miranda	Patterson Road	Extra Duty	$40/hr	7/30-7/3/19 8/1-8/7/19	CPM Training, 12 hrs Workshops, 12 hrs

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Espinoza, Gabriel	Academy HS	Stipend	$1600	2019-20	Football Coach
Fabing, Roger	Academy HS	Stipend	$800 $1400*	2019-20	Track Assistant Boys Cross Country, split
Felix, Danielle	Patterson Road	Stipend	$1200	2019-20	PLC Lead, 5th grade
Feliz, Jessica	Patterson Road	III-3	$51,620	2019-20	Probationary
Fenske, Christina	Academy K-8 / Olga Reed	Hourly	$25	2019-20	Garden Educator, 6 hrs/wk Garden Educator, 5 hrs/wk
Flatley, Lauren	Academy HS / Lakeview JHS	Extra Duty	$40/hr	8/5/19	Siras Training, 4.5 hrs
Frantz, Michele	Joe Nightingale	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 11.5 hrs
Fraser, Jamie	Pine Grove	Extra Duty	$40/hr	8/5-8/6/19	Siras Training, 9.75 hrs
Fredriks, Ginger	Orcutt JHS	Stipend	$800 $1200	2019-20	Robotics Advisor PLC Lead, History
Freeland, Susan	Joe Nightingale	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk
Furst, Elaine	District	Extra Duty	$40/hr	6/13-6/19/19	TOSA Workshops, 11.5 hrs
Garcia, Deedra	Patterson Road	Hourly	$25	8/26-11/1/19	Intervention, 24 hrs wk
Gelotti, Scott	Academy HS	Hourly	$40/hr	7/20-8/9/19	Summer Credit Recovery, 70 hrs
Ginter, Emily	Alice Shaw	Stipend	$991	2019-20	Track Coach
Glynn, Brandi	Orcutt JHS	Stipend	$1513	2019-20	Cheer Advisor
Golden, Cassandra	District	Daily	$110	8/5/19	Training, TPSL Requirement, 1 day
Graunke, Alissa	Academy HS	Stipend	$1200	2019-20	PLC Lead, Science
Greenelsh, David	Alice Shaw	Stipend	$800*	2019-20	Robotics Advisor, split
Griffin, Robert	Lakeview JHS	Extra Duty	$40/hr	8/7/19	Workshop, 6 hrs
Haggerty, Susan	Olga Reed	Extra Duty	$1200	2019-20	PLC Lead, TK, Kindergarten
Hamilton, Jeff	Alice Shaw	Stipend	$1200	2019-20	PLC Lead, 2nd Grade
Harlow, Kayla	Ralph Dunlap	Extra Duty	$40/hr	8/5-8/9/19	Workshops, 15.5 hrs
Harrison, April	Joe Nightingale	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 12 hrs

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Hart, Debra	Olga Reed	Hourly	$25	2019-20	Title 1 Support Teacher, 20 hrs/wk
Haueter, Rory	Academy HS	Stipend	$1400* $1400 $1066	2019-20	Girls Varsity Volleyball Coach, split Boys Varsity Volleyball Coach Boys JV Basketball Coach
Hawkins, Markie	Joe Nightingale	V-2 Extra Duty	$54,786 $40/hr	2019-20 8/7-8/9/19	Probationary Workshops, 10 hrs
Hawthorne, J'Nay	Orcutt JHS	Stipend	$1252 $1513	2019-20	Boys Volleyball Coach 7th Grade Boys Basketball Coach
Hemphill, Juliann	Academy HS	Hourly Daily	$20 $30 $110	2019-20 8/12-8/13/19	Webmaster, 5 hrs month max Grant Writer, 8 hrs month max Long Term Sub Prep, 2 days
Heredia, Kris	Lakeview JHS	Stipend	$1513	2019-20	Cheer Advisor
Hernandez, Selina	Lakeview JHS	Stipend	$1200	2019-20	PLC Lead, Counseling
Hildebrant, Jennifer	Pine Grove	VI-7	$67,696	2019-20	Probationary
Hodson, Joslyn	Patterson Road	Stipend Extra Duty	$924 $1200 $40/hr	2019-20 8/7/19	Yearbook Advisor PLC Lead, 6th Grade Workshop, 6 hrs
Jackson, Kacie	Orcutt JHS	Stipend	$1500 $1200	2019-20	Teacher in Charge PLC Lead, Math
Johnson, Adam	Academy HS	Stipend	$1400* $800*	2019-20	Robotics Advisor, shared Robotics Assistant, shared
Johnson, Deanne	Alice Shaw	Stipend	$1200	2019-20	PLC Lead, Kindergarten
Johnson, Lauren	Academy HS	Stipend	$1066	2019-20	Girls JV Volleyball Coach
Joseph, Joy	Alice Shaw	Stipend Extra Duty	$924 $1000* $1200 $40/hr	2019-20 8/7/19	Yearbook Advisor Student Council Advisor, split PLC Lead, 6th Grade Workshop, 6 hrs
Kantorowski, Jennifer	Olga Reed	Hourly	$25	2019-20	Academic Intervention, 26.25 hrs/wk
Kendrick, Teresa	Academy HS Olga Reed	Stipend	$800 $1513	2019-20	Girls Varsity Basketball Assistant Girls Basketball Coach
Kozel, Aaron	Ralph Dunlap	IV-3 Extra Duty	$54,065 $40/hr	2019-20 8/5-8/9/19	Probationary Workshops, 24.16 hrs
Kuykendall, Colleen	District	Extra Duty	$40/hr	8/5-8/8/19	Workshops, 12 hrs
Laflin, Debra	Olga Reed	Extra Duty Stipend	$40/hr $800 $1200	8/5-8/6/19 2019-20	Workshops, 12 hrs Robotics Advisors PLC Lead, 4th/5th Grade
Lake, Cathy	District	Extra Duty	$40/hr	6/18-6/19/19	TOSA Workshops, 10.5 hrs
Langley, Cassidy	Pine Grove	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 13.42 hrs
Lara, Nichol	Alice Shaw	Hourly	$25	2019-20	Academic Intervention, 20 hrs wk

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Larrabee, Jennifer	Patterson Road	Hourly	$25	2019-20	Art Enrichment, 16 hrs wk
Leach, Veronica	Olga Reed	Hourly	$25	2019-20	Title 1 Support Teacher, 23 hrs/wk
Lee, Tanya	Olga Reed	Extra Duty Stipend	$40/hr $924 $1320	8/5-8/7/19 2019-20	Workshops, 18.5 hrs Yearbook Advisor ASB Advisor
Levey, Tracy	Olga Reed Academy K-8	Stipend	$991 $991	2019-20	Track Coach Track Coach
Limon, Andrew	Academy HS	Stipend	$800	2019-20	Football Assistant
Lopez, Art	Academy HS	Stipend	$1400 $1400	2019-20	Boys Varsity Tennis Coach Girls Varsity Tennis Coach
Lovell, Stacey	Academy K-8	Stipend	$1500 $800 $1200	2019-20	Teacher in Charge Robotics Advisor PLC Lead, 5th/6th Grad
Lucca, Rick	Academy HS	Stipend	$1400	2019-20	Boys Varsity Soccer Coach
Luis, Michael	Olga Reed	Stipend	$1200	2019-20	PLC Lead, 7th/8th Grade
Macdonald, Christa	Alice Shaw	Extra Duty	$1000	2019-20	Combo Class
Mahoney, Gloria	Patterson Road	Stipend Extra Duty	$1200 $40/hr	2019-20 8/5/19	PLC Lead, 2nd Grade Workshop, 6 hrs
Maiden, Mitch	Academy HS	Stipend	$1066	2019-20	JV Softball Coach
Malins, Deborah	District	Hourly	$40	6/18-7/29/19	Extended ESY Speech Services, 6 hrs
Manfredi, Patricia	Lakeview JHS	Extra Duty	$40/hr	8/6/19	Workshop, 1 hr
Manich, Cher	District	Extra Duty	$40/hr	8/5-8/9/19	Workshops, 18 hrs
Mason, Joshua	Academy HS	Stipend	$1200	2019-20	PLC Lead, Math
Mata, Frank	Academy HS	Stipend	$1400*	2019-20	Girls Cross Country Coach, split
Matautia, Jewelee	Academy K-8	Hourly Stipend	$25 $1513	2019-20	Academic Intervention, 26 hrs/wk Girls Basketball Coach
May, Dawn	Pine Grove	IV-2 Extra Duty	$52,310 $40/hr	2019-20 8/5-8/8/19	Probationary Workshops, 18 hrs
Mayes, Jeremiah	Lakeview JHS	Stipend	$1513	2019-20	8th Grade Boys Basketball Coach
Mayes, Melanie	Lakeview JHS	Stipend	$1252	2019-20	Girls Volleyball Coach
Meyer, Karen	Ralph Dunlap	Extra Duty	$1000	2019-20	Combo Class
McLaughlin, Mark	Academy HS	Stipend	$1066	2019-20	Boys JV Soccer Coach
McManus, James	Academy HS	Stipend	$1200 $1600 $1400 $1400	2019-20	PLC Lead, Electives Yearbook Advisor Boys Golf Coach Girls Golf Coach

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Millan, Laurie	Alice Shaw	Hourly	$25	2019-20	Academic Intervention, 20 hrs wk
Miller, Heidi	Academy HS	Stipend	$1200	2019-20	PLC Lead, Foreign Language
Miller, Omi	Academy HS	Stipend	$1600* $40/hr	2019-20 8/7/19	Cheer Advisor, split Workshop, 6 hrs
Millin, Genevieve	Orcutt JHS	III-1 Extra Duty	$48,325	2019-20	Submitted Units for Movement
Moore, Megan	Academy HS	Stipend	$1600*	2019-20	Cheer Advisor, split
Morales, Joseph	Academy HS	Stipend	$800	2019-20	Football Assistant
Murch, Tamara	Orcutt JHS	Extra Duty Hourly	$40/hr $25	7/30-8/1/19 2019-20	CPM Training, 18 hrs ELD Support Teacher, 17.5 hrs wk
Muro, Hank	Academy HS	Stipend	$1400	2019-20	Varsity Baseball Coach
Mussell, Katelyn	Pine Grove	Extra Duty	$40/hr	8/5-8/8/19	Workshops, 18 hrs
Naess, Jennifer	Patterson Road	Extra Duty	$40/hr	8/5-8/6/19	Siras Training, 9.75 hrs
Nordwall, Jubilee	Orcutt JHS	Extra Duty	$40/hr	8/7/19	Workshop, 6 hrs
Nye, Judy	Olga Reed / Academy K-8	Extra Duty	$40/hr	8/5/19	Siras Training, 3.75 hrs
O'Kane, Jennifer	Orcutt JHS	Hourly	$40	2019-20	Sysop, 25 hrs max
Oani, Jackie	Lakeview JHS	Stipend	$1513	2019-20	8th Grade Girls Basketball Coach
Patel, Keshaun	Academy HS	Stipend	$800	2019-20	Swim Assistant
Pay, Eimile	District	Hourly	$25	9/30-12/20/19	Music Support Teacher, 30 hrs wk
Perez, Ana	Academy HS	Stipend	$1200	2019-20	PLC Lead, Counseling
Plumey, Jacqueline	District	VI-20	$97,555	6/30/2019	Request Early Retirement
Pimentel, Jade	Joe Nightingale	Extra Duty	$40/hr	8/8/19	Workshop, 6 hrs
Pugh, Caline	Pine Grove	Extra Duty	$40/hr	8/5-8/7/19	Workshops, 12 hrs
Ramirez, Amanda	Pine Grove	Daily	$110	8/5/19	Training, TPSL Requirement, 1 day
Ramos, Rosalynn	Joe Nightingale	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 12 hrs
Reese, Janet	Academy HS	Stipend	$800	2019-20	Dance Advisor
Reyes, Emily	Orcutt JHS	Extra Duty	$40/hr	8/5-8/6/19	CPM Workshops, 12 hrs
Reynolds, Crystal	Orcutt JHS	Stipend	$1200	2019-20	PLC Lead, Special Education
Richardson, Laura	Joe Nightingale	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk
Riede, Kirsten	Alice Shaw	Extra Duty	$40/hr	8/5-8/9/19	Workshops, 21 hrs

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Riezebos, Analise	Alice Shaw	III-2 Extra Duty	$49,946 $40/hr	2019-20 8/7/19	Probationary Workshop, 6 hrs
Riezebos, Devin	Pine Grove	Extra Duty	$40/hr	8/7/19	Workshop, 6 hrs
Riezebos, Stacy	Patterson Road	Stipend	$1000*	2019-20	Student Council Advisor, split
Robb, Tom	Academy HS	Stipend	$1600	2019-20	Girls Varsity Basketball Coach
Rohwedder, Audrey	Alice Shaw	Stipend Extra Duty	$1500 $1200 $40/hr $1000	2019-20 8/5-8/6/19 2019-20	Teacher in Charge PLC Lead, 1st Grade Workshops, 9 hrs Combo Class
Rowe, Scott	Academy HS	Stipend	$1400*	2019-20	Robotics Advisor, shared
Rowland, JoAnn	Alice Shaw	Hourly	$25	2019-20	Art Enrichment, 16 hrs wk
Ruiz, Sal	Orcutt JHS	Stipend	$1513 $1513	2019-20	7th Grade Girls Basketball Coach 8th Grade Girls Basketball Coach
Ruth, Amy	Alice Shaw	Stipend Extra Duty	$1200 $40/hr $1000	2019-20 8/5-8/9/19 2019-20	PLC Lead, 5th Grade Workshops, 18.5 hrs Combo Class
Ryan, Shawn	Academy HS	Stipend	$1066	2019-20	Girls JV Soccer Coach
Ryken, Austria	Pine Grove	III-1	$48,325	2019-20	Temporary
Saleen, Julie	Patterson Road	Stipend	$1000*	2019-20	Student Council Advisor, split
Salinas, Ernest	Orcutt JHS	Stipend Extra Duty	$1513 $1320 $924 $40/hr	2019-20	8th Grade Boys Basketball Coach ASB Advisor Yearbook Advisor Athletic Director, 15 hrs max
Salinas, Jackie	Alice Shaw	Stipend Extra Duty	$1000* $40/hr $1000	2019-20 8/7/19 2019-20	Student Council Advisor, split Workshop, 6 hrs Combo Class
Sanchez, Gina	Orcutt JHS	Stipend	$1252	2019-20	Girls Volleyball Coach
Savaso, Lisa	Joe Nightingale	Extra Duty	$40/hrs	8/5-8/9/19	Workshops, 18 hrs
Saylor, Garry	Patterson Road	Extra Duty	$40/hr	8/8-8/9/19	Workshops, 12 hrs
Schmidt, Chris	Orcutt JHS	Stipend	$1200	2019-20	PLC Lead, PE
Shaw, Michael	Academy HS	Stipend	$1400 $1400	2019-20	Senior Class Advisor After School Drama Advisor
Sheahan, Jonathan	Lakeview JHS	Extra Duty	$40/hr	8/7/19	Workshop, 6 hrs
Shuffield, Jamie	Patterson Road	Stipend Extra Duty	$1200 $40/hr	2019-20 8/5-8/8/19	PLC Lead, 4th Grade Workshops, 18 hrs
Silva, Julie	Pine Grove	Extra Duty	$40/hr	8/5/19	Workshop, 6 hrs
Silveira, Michelle	Academy HS	Stipend	$1600	2019-20	Gym Supervisor
Slezak, Sarah	Academy HS	Stipend	$1400	2019-20	Performance Choir Advisor

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Slovek, Julie	Pine Grove	VI-7 Extra Duty	$67,696 $40/hr	2019-20 8/8-8/9/19	Probationary Workshop, 12 hrs
Smalley, Ryan	Academy HS	Stipend	$1600	2019-20	Boys Varsity Basketball Coach
Smith, April	Lakeview JHS	Hourly	$25	2019-20	ELD Support Teacher, 22 hrs wk
Smith, Timothy	Lakeview JHS	Stipend Extra Duty	$1513 $40/hr	2019-20	7th Grade Boys Basketball Coach Athletic Director, 15 hrs max
Soriano, Yvette	Patterson Road	Stipend	$1200	2019-20	PLC Lead, Kindergarten
Soto, Rick	Academy HS	Stipend	$1400*	2019-20	Robotics Advisor, shared
Speer, Brian	Academy HS	Stipend	$1400*	2019-20	Girls Varsity Soccer Coach, split
Stein, Megan	Joe Nightingale	Extra Duty	$40/hr	8/5-8/6/19	Workshops, 12 hrs
Sullivan, Tom	Academy HS	Stipend	$1066 $800	2019-20	Girls JV Basketball Coach Varsity Baseball Assistant
Sussex, Joy	District	Hourly	$25	8/9/19	Kindergarten Interviews, 7.5 hrs
Tosches, Marc	Academy HS	Stipend	$800 $1400* $1400*	2019-20	Track Assistant Girls Cross Country, split Boys Cross Country, split
Trenev, Valerie	Alice Shaw	Stipend	$800*	2019-20	Robotics Advisor, split
Valdovinos, Mariana	Orcutt JHS	Stipend	$1200	2019-20	PLC Lead, Counseling
Verch, Gregory	Academy HS	Stipend	$1500* $1200	2019-20	Teacher in Charge, split PLC Lead, Social Science
Vertrees, Katie	Lakeview JHS	Extra Duty	$40/hr	8/7/19	Workshop, 6 hrs
Vidal, Jerred	Lakeview JHS	Stipend	$924 $1200	2019-20	Yearbook Advisor PLC Lead, Electives
Villasenor, Jessica	Olga Reed	II-3 Extra Duty	$49,286 $1000	2019-20	Probationary Combo Class
White, Lincoln	Lakeview JHS	Stipend	$1252	2019-20	Boys Volleyball Coach
Whitehair, Steven	Patterson Road	Stipend	$1200	2019-20	PLC Lead, Special Education
Whitted, Dana	Olga Reed	Hourly	$25	2019-20	Academic Intervention, 23 hrs/wk
Wilkanoski, Lisa	Olga Reed	Extra Duty	$40/hr	8/5-8/9/19	Workshops, 24 hrs
Wilson, Shauna	Academy K-8	Stipend	$1200	2019-20	PLC Lead, 1st/2nd Grade
Winkelpleck, Dustin	Patterson Road	Stipend III-3	$1200 $51,620	2019-20	PLC Lead, 3rd Grade Probationary
Winters, Nicole	Joe Nightingale	Hourly	$25	8/27-12/20/19	Art Enrichment, 18 hrs wk
Wogahn, Alyssa	Pine Grove	IV-1	$50,614	2019-20	Temporary

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Yamamoto, Alana	Academy HS	Stipend	$1200	2019-20	PLC Lead, Special Education
York, Sarah	Patterson Road	Hourly	$25	2019-20	Academic Intervention, 24 hrs wk
Zamudio, Kelli	Orcutt JHS	Stipend Extra Duty	$1200 $40/hr $40/hr	2019-20 8/7/19	PLC Lead, English Sysop, 25 hrs max Workshop, 6 hrs
Zucker, Anna	Orcutt JHS	Stipend	$1200	2019-20	PLC Lead, Science

*To be prorated

ORCUTT UNION SCHOOL DISTRICT

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: September 11, 2019

RE: ***NOTIFICATION TO BOARD – HIRING OF ORCUTT UNION SCHOOL COACHES FOR 2019-20 SCHOOL YEAR***

Alice Shaw:

Emily Ginter	Track

Dunlap:

Open	Track

Nightingale:

Open	Track

Oak-8:

Michelle Clayton	Boys & Girls Volleyball
Jewelee Matautia	Girls Basketball
Chris Cole	Boys Basketball
Tracy Levey	Track

Olga Reed

Michelle Clayton	Boys & Girls Volleyball
Theresa Kendrick	Girls Basketball
Open	Boys Basketball
Tracy Levey	Track

Patterson:

Anthony Dunne	Track

Pine Grove:

Don Robertson	Track

Lakeview JH:

Melanie Mayes	Girls Volleyball
Lincoln White	Boys Volleyball
Albert Cabanting	Girls 7th grade Basketball
Tim Smith	Boys 7th grade Basketball
Jacqueline Oani	Girls 8th grade Basketball
Jeremiah Mayes	Boys 8th grade Basketball
Kris Heredia	Cheer
Albert Cabanting	Track

Orcutt JH:

Gina Sanchez	Girls Volleyball
J'Nay Hawthorne	Boys Volleyball
Sal Ruiz	Girls 7th & 8th grade Basketball
J'Nay Hawthorne	Boys 7th grade Basketball
Jacqueline Oani	Girls 8th grade Basketball
Ernie Salinas	Boys 8th grade Basketball
Brandi Glynn	Cheer
Albert Cabanting	Track

Volunteers:

Brad Gitchell	Girls 7th & 8th grade Basketball

*Volunteer coaches are required to submit the same paperwork as paid positions and meet the State Certification requirements. They are no longer required to hold an ASCC certificate from the CTC but instead submit fingerprints to FBI and DOJ for background checks reportable to the Orcutt Union School District

ORCUTT ACADEMY CHARTER SCHOOL

ORCUTT UNION SCHOOL DISTRICT

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: September 11, 2019

RE: ***NOTIFICATION TO BOARD – HIRING OF CHARTER HIGH SCHOOL COACHES FOR 2019-20 SCHOOL YEAR***

Orcutt Academy Charter HS:

Gabe Espinoza	Football
Andrew Limon	Football
Josiah Morales	Football
Rory Haueter	Girls Varsity Volleyball
Lauren Johnson	Girls Junior Varsity Volleyball
Rory Haueter	Boys Varsity Volleyball
Open	Boys Junior Varsity Volleyball
Brian Speer	Girls Varsity Soccer
Bobby Britt	Girls Varsity Soccer
Shawn Ryan	Girls Junior Varsity Soccer
Rick Lucca	Boys Varsity Soccer
Mark McLoughlin	Boys Junior Varsity Soccer
Tom Robb	Girls Varsity Basketball
Theresa Kendrick	Girls Varsity Basketball
Tom Sullivan	Girls Junior Varsity Basketball
Ryan Smalley	Boys Varsity Basketball
John Dell'Armo	Boys Varsity Basketball
Rory Haueter	Boys Junior Varsity Basketball
James Barr	Track
Marc Tosches	Track
Roger Fabing	Track
Frank Mata Jr.	Girls Cross Country
Marc Tosches	Girls Cross Country
Roger Fabing	Boys Cross Country
Marc Tosches	Boys Cross Country
John Dell'Armo	Swim

Keshaun Patel	Swim
John Dell'Armo	Dive
Art Lopez	Boys Varsity Tennis
Open	Boys Junior Varsity Tennis
Art Lopez	Girls Varsity Tennis
Open	Girls Junior Varsity Tennis
Jim McManus	Boys Golf
Jim McManus	Girls Golf
Darrell Black	Girls Varsity Softball
Helene Black	Girls Varsity Softball
Mitch Maiden	Girls Varsity Softball
Open	Girls Junior Varsity Softball
Hank Muro	Boys Varsity Baseball
Tom Sullivan	Boys Varsity Baseball
Open	Boys Junior Varsity Baseball
Megan Moore	Cheer
Naomi Miller	Cheer
Janet Kwock Reese	Dance

Unpaid Volunteers:

Ed Torres	Girls Varsity Basketball

*Volunteer coaches are required to submit the same paperwork as paid positions and meet the State Certification requirements. They are no longer required to hold an ASCC certificate from the CTC but instead submit fingerprints to FBI and DOJ for background checks reportable to the Orcutt Union School District

Warrants

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

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

ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
August 5, 2019

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, August 5, 2019, beginning with Lisa Morinin calling Public Session to order at 5:02 p.m. Mark Steller led the Pledge of Allegiance. Members Present: Morinini, Phillips, Waffle, Steller and Henderson. Administrators present: Dr. Blow

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the August 5, 2019 agenda, as presented. Ayes: Morinini, Phillips, Waffle, Steller and Henderson

CONSTRUCTION CHANGE ORDER

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to approve a change not to exceed $10,000 for RDZ Contractors

ADJOURN TO CLOSES SESSION

It was moved by Mark Steller, seconded by Liz Phillips and carried to adjourn to Closed Session at 5:25 p.m. Ayes: Morinini, Phillips, Waffle, Steller and Henderson

RECONVENE AND ADJOURN

The meeting reconvened to Public Session at 8:46 p.m. and Lisa Morinini reported that no action was taken. It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adjourn the meeting at 8:47 p.m.

_____
Deborah Blow, Ed.D., Board Secretary

_____
Liz Phillips, Clerk, Board of Trustees

ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
August 14, 2019

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, August 14, 2019, beginning with Lisa Morinini calling Public Session to order at 6:00 p.m. The Pledge of Allegiance was led by Dr. Deborah Blow. Members Present: Morinini, Phillips, Waffle, Steller and Henderson. Administrators Present: Blow, Edds, Salucci, and Fell.

ADJOURN TO CLOSED SESSION

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adjourn to Closed Session at 6:01 p.m. Ayes: Morinini, Phillips, Waffle, Steller, and Henderson.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 6:35 p.m. Lisa Morinini reported that no action was taken in closed session. It was moved by Melanie Waffle, seconded by Mark Steller and carried to adopt the August 14, 2019, agenda as presented. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

SUPERINTENDENT'S REPORT

OAHS ASB officers, Haley Parker, Vice-President, Jack Hinkle, Secretary, Raphael Relyea, Treasurer and Nathan Haley, President gave ASB updates. LeeAnn Luongo, Executive Director, OCAF gave updates on the upcoming Chalk Festival on Saturday, September 28, 2019, and the OCAF Annual Gala on February 22, 2020. Pam English was introduced as the new Director of Child Care Services. Pam gave a brief overview of what is happening in Campus Connection.

ITEMS FROM THE BOARD

Shaun Henderson, Liz Phillips, and Mark Steller commented on how wonderful the Jr. High School Community Interviews went. Mark Steller and Liz Phillips received thank you letters from students. Melanie Waffle commented on how well the site walks went at Dunlap. Lisa Morinini commented on Masters in Governance courses and how great it was to have had to the opportunity to attend.

PUBLIC COMMENT

Chris Perez, from the OFFER organizer read a letter. Scott Gelotti, on behalf of OEA thanked the Human Resource Department, and commented on custodians.

CONSENT AGENDA ITEMS

A. Classified Personnel Action Report
B. Certificated Personnel Action Report
C. Approval of Warrants
D. Minutes, Board Meeting, June 5, 2019
E. Minutes, Special Board Meeting, June 12, 2019
F. Dannis Woliver Kelley 2019-2020 Agreement for Professional Services
G. Quarterly Report on Williams/Valenzuela Uniform Complaints April-June 2019
H. 2019-2020 Early Learning Center Resolution No. 1

It was moved by Melanie Waffle, seconded by Liz Phillips and carried to approve consent agenda items A-H, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

ACTION AGENDA ITEMS

Acceptance of Gifts

It was moved by Shaun Henderson, seconded by Liz Phillips, and carried to approve the acceptance of gifts, and that a letter of acceptance and appreciation be sent to Anthony Forney-Atlas Copco Mafi-Trench Company, LLC and to Smart and Final Charitable Foundation. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

Board Policy 0420, School Plans/Site Councils

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to adopt the revisions to Board Policy 0420, School Plans/Site Councils, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 0420.4, Charter School Authorization
It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adopt the revisions to Board Policy 0420.4, Charter School Authorization, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 0420.41, Charter School Oversight
It was moved by Mark Steller, seconded by Shaun Henderson and carried to adopt the revisions to Board Policy 0420.41, Charter School Oversight, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 1312.1, Complaints Concerning District Employees
It was moved by Shaun Henderson, seconded by Liz Phillips and carried to adopt the revisions to Board Policy 1312.1, Complaints Concerning District Employees, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 1312.3, Uniform Complaint
It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the revisions to Board Policy 1312.3, Uniform Complaint, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Bylaw 9323, Meeting Procedures
It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adopt the revisions to Board Bylaw 9323, Meeting Procedures, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Surplus Items
It was moved by Shaun Henderson, seconded by Mark Steller and carried to approve the list of surplus items, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Approve the Purchase of Two Vehicles for Maintenance, Operations and Transportation Department
It was moved by Melanie Waffle, seconded by Liz Phillips and carried to approve the Purchase of Two Vehicles for Maintenance, Operations and Transportation Department, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Continued Funding Application Fiscal Year 2019-20 California State Preschool Program
It was moved by Liz Phillips, seconded by Shaun Henderson, and carried to approve the Continued Funding Application Fiscal Year 2019-20 California State Preschool Program, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 5131.2, Bullying,
It was moved by Shaun Henderson, seconded by Melanie Waffle and carried to adopt the revisions to Board Policy 5131.2, Bullying, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 5132, Dress and Grooming
It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the revisions to Board Policy 5132, Dress and Grooming, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 5141, Health Care and Emergencies
It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adopt the revisions to Board Policy 5141, Health Care and Emergencies, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 6142.1, Sexual Health and HIV/Aids Prevention
It was moved by Shaun Henderson, seconded by Liz Phi and carried to adopt the revisions to Board Policy 6142.1 Sexual Health and HIV/Aids Prevention, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 6142.6, Visual and Performing Arts Education
It was moved by Mark Steller, seconded by Melanie Waffle and carried to adopt the revisions to Board Policy 6142.6, Visual and Performing Arts Education, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 6146.1, High School Graduation Requirements

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to adopt the revisions to Board Policy 6146.1, High School Graduation Requirements, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 4030, Nondiscrimination in Employment

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the revisions to Board Policy 4030, Nondiscrimination in Employment, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Board Policy 4119.22, Dress and Grooming

It was moved by Shaun Henderson, seconded by Mark Steller and carried to adopt the revisions to Board Policy 4119.22, Dress and Grooming, for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

2019/20 Resolution No. 3, Waiver of Credential Authorization

It was moved by Shaun Henderson, seconded by Melanie Waffle and carried to approve the 2019/20 Resolution No. 3, Waiver of Credential Authorization, as submitted. Ayes: Morinini, Phillips, Waffle, Steller, and Henderson.

Ratification of Assistant Superintendent Business Services Contract

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to ratify the Assistant Superintendent Business Services Contract for William Young, as submitted. Ayes: Morinini, Phillips, Waffle, Steller, and Henderson.

Approval of Administrative Position: One (1) Executive Director of Special Education

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to approve the Administrative Position, one (1) Executive Director of Special Education for Kathy Long, as submitted. Ayes: Morinini, Phillips, Waffle, Steller, and Henderson.

Approve the Purchase of Two Vehicles for the Technology Department

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried approve the Purchase of two Vehicles for the Technology Department, as submitted. Ayes: Morinini, Phillips, Waffle, Steller, and Henderson.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, September 11, 2019, with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:30 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

Reconvene to Closed Session

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to reconvene to closed session at 7:45 p.m.

Reconvene to Open Session

It was moved by Melanie Waffle, seconded by Liz Phillips and carried to reconvene to open session at 9:29 PM, it was reported out that during closed session the board voted, unanimously, to initiate dismissal proceedings and to immediately suspend a permanent certificated employee. The board voted 3-1, with 1 abstention not to hear an appeal of a uniform complaint.

ADJOURN

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adjourn the meeting at 9:30 p.m.

_____

Deborah L. Blow, Ed.D. Board Secretary

_____

Liz Phillips, Clerk, Board of Trustees

ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
August 26, 2019

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, August 26, 2019, beginning with Liz Phillips calling Public Session to order at 5:30 p.m. Melanie Waffle led the Pledge of Allegiance. Members Present: Phillips, Waffle, and Steller. Administrators present: None

It was moved by Mark Steller, seconded by Melanie Waffle and carried to adopt the August 26, 2019 agenda, as presented. Ayes: Phillips, Waffle and Steller.

ADJOURN TO CLOSES SESSION

It was moved by Mark Steller, seconded by Melanie Waffle and carried to adjourn to Closed Session at 5:31 p.m. Ayes: Phillips, Waffle, and Steller

RECONVENE AND ADJOURN

The meeting reconvened to Public Session at 7:27 p.m. and Lisa Morinini reported that no action was taken. It was moved by Shaun Henderson, seconded by Melanie Waffle and carried to adjourn the meeting at 7:27 p.m.

_____
Deborah Blow, Ed.D., Board Secretary

_____
Liz Phillips, Clerk, Board of Trustees

Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: OAHS Barber Shop Quartet Trip

BACKGROUND: The Orcutt Academy High School Barber Shop Quartet consisting of four students will be participating in the Youth Harmony Camp in Pollack Pines, CA. Youth Harmony Camp is sponsored by the Barbershop Harmony Society and is said to be a once in a life time opportunity for high school students. OAHS Teacher Dona Kintzi will be traveling with our quartet to this event.

This trip will be an overnight stay from October 18 – 20, 2019. Our students will be staying at the camp during this event. The transportation for this trip is provided by a school vehicle.

The cost of the trip is $95.00 per student which will be paid by the parents or if granted, scholarships are available. No student will be turned down for lack of financial resources.

RECOMMENDATION: Staff recommends that this overnight trip be approved as submitted.

FUNDING: No Impact on General Fund

Orcutt Academy High School
Administration Office

TO:	Dr. Deborah Blow, Superintendent
FROM:	Mr. Rhett Carter, OAHS Principal
BOARD MEETING DATE:	September 11, 2019
BOARD AGENDA ITEM:	OAHS Girls Cross Country Invitational
BACKGROUND:	The Orcutt Academy High School Girls Cross Country Team will be participating in the Clovis Invitational Tournament. This tournament will take place in Clovis, CA on October 11 & 12, 2019. Our team will depart from OAHS during the afternoon on Friday, October 11th and returning on the evening of Saturday, October 12th. Coach Frank Mata and Assistant Coach Marc Tosches will be accompanying our Cross Country Team to this event. Transportation will be provided by coaches and parent drivers. All costs will be paid for out of the Cross Country team fundraising account.
RECOMMENDATION:	Staff recommends that this overnight trip be approved as submitted.
FUNDING:	No Impact on General Fund

ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Lakeview Date: 08/14/2019

DONOR:
Name: SESLOC Federal Credit Union Attn: Carla Swift
Address: PO Box 5360, San Luis Obispo, CA 93403-5360
Phone No. (805) 543-1816

GIFT:
Item Donated 1500. or Cash Donation $ 1500 (Fill in if money is donated)
Designated for: $500 Grant for 3 Lakeview Teachers
General Description: 3 english teachers, Mrs. Del Carmen, Mrs. Vertrees, and Mr. Griffin
Model No.: _____ Condition: [X] New [X] Used
Value (estimated): _____
Purpose of Gift: Books

Will gift be purchased through Business Services Office? ☐ Yes ■ No
Donor Conditions of Acceptance: _____

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): Jonathan Dollahite
Acceptance Approved By (Administrator): _____
RECOMMENDATIONS: Principal or District Representative Thank you note to Sesloc

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: Olga Reed School Date: Attn: Carla Swift

DONOR:
Name: Nancy Helgeland
Address: 28844 Grayfox St., Malibu, CA 90265-4253
Phone No. 310-804-8245

GIFT:
Item Donated _____ or Cash Donation $ 300.00 (Fill in if money is donated)
Designated for: Funds are to be used to offset the cost of swim lesson goggles.
General Description: _____
Model No.: _____ Condition: [X] New [X] Used
Value (estimated): _____
Purpose of Gift: _____

Will gift be purchased through Business Services Office? [■] Yes [ ] No
Donor Conditions of Acceptance: _____

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? _____
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): Kathleen Stevenson
Acceptance Approved By (Administrator): _____
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.)

August 26, 2019

To: Dr. Debbie Blow, Superintendent, and
Board of Trustees

From: Joe Dana, Principal

Re: Board Approval of Olga Reed School Sixth Grade Trip
to Catalina Island Marine Institute

On behalf of the sixth graders of Olga Reed School, I am requesting that the Orcutt Union School District Board of Trustees approve a three-day, two-night camp experience at the **Catalina Island Marine Institute (CIMI)**. Olga Reed's class of 25 sixth graders will be attending camp at CIMI from Wednesday, October 16, through Friday, October 18. Following is a brief overview of the CIMI experience and the transportation arrangements we have made.

The CIMI Experience

The Catalina Island Marine Institute is located at Fox Landing, which is approximately four miles northwest of Avalon on the east side of Catalina Island. CIMI hosts numerous school and youth groups for overnight camp experiences that teach about marine science and island ecology. Groups are transported to and from Fox Landing via Catalina Classic Cruises, which is based next to the Queen Mary in Long Beach.

Olga Reed sixth graders have participated in "Science Camp" at CIMI for many years, and the trip enjoys substantial buy-in among students and families. Cost for a three-day, two-night camp experience is $280 per student, not including the cost of transportation to and from Long Beach. Due to school fund-raising, the trip is substantially funded, although we expect to seek donations to help defray the cost. Two staff members – 6/7 combination class teacher Tanya Lee and 5/6 combination class teacher Debra Laflin – will accompany the students on the trip. We expect to have at least one parent chaperone also accompany the group.

The camp experience itself includes snorkeling, kayaking, hiking, labs, squid dissection, and more. The curriculum is aligned with state science standards. All activities are guided by two CIMI instructors. All water activities are well supervised, with life jackets worn during snorkeling and kayaking activities.

Transportation

Our Transportation Department will provide busing to and from Long Beach. The itinerary is as follows:

Wednesday, October 16: Leave Olga Reed at 3:30 a.m. Arrive at Queen Mary Terminal in Long Beach by 8:15 a.m.

Friday, October 18: Leave Queen Mary Terminal in Long Beach at 3:00 p.m. Stop for dinner in Camarillo. Return to Olga Reed at approximately 8:00 p.m.

As you know, for many years the CIMI trip has been a highly anticipated and incredibly memorable experience for Olga Reed sixth graders. I respectfully request your approval.

Olga Reed's group in a goofy pose before snorkeling – October 2018

Pine Grove Elementary School
1050 East Rice Ranch Road Santa Maria, CA 93455 (805)938-8800 Fax (805) 938-8849

August 26, 2019

To: Board of Trustees, Orcutt Union School District

Re: Request for Approval, Before the Mast Tall Ship Program, Oct. 8-11, 2019

Request Board approval for our fourth grade classes to participate in the Santa Barbara Maritime Museum's Before the Mast Tall Ship Program. This is an overnight program where students, parent chaperones (4-5), and teachers (3) go back in time to the early 1800's as sailors aboard a Boston trading vessel. The tall ship, named "The Spirit of Dana Point", remains docked in Santa Barbara Harbor for the entire program. This wonderful program for our fourth grade students runs for 18 hours, beginning at 3:00 P.M. on the day of the scheduled trip, and ending at 9:00 A.M. the following day. It serves as an excellent learning environment to reinforce the 4th grade Social Studies curriculum.

Mr. Maderas has personally briefed the Board in the past on this trip and his experiences, bringing both parents and students to share their experiences as well. This will be his eighth trip with students, the first two years while assigned to Olga Reed School, and the past five years here at Pine Grove School. Mr. Robertson will be taking his fifth class; Ms. Alyssa Wogahn, a teacher new to our District, will be going on this trip for the first time.

As a result of the excellent relationship our school enjoys with the Santa Barbara Maritime Museum, they have most graciously offered to again cover all costs associated with the program, to include bus transportation.

Leslie Wagonseller
Prinoipal

BUSINESS SERVICES MEMORANDUM

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

FROM: Bob Klempen
Interim, Assistant Superintendent, Business Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Surplus Items

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

Quantity	Item
1	2000 Chevrolet Astro Van (vehicle #31), repairs outweigh the value of the vehicle.
1	Wolf six (6) burner stove with griddle and two ovens, outdated and obsolete.
1	1996 Chevrolet Astro Van (vehicle #47), repairs outweigh the value of the vehicle.
1	1995 Chevrolet 350 Truck (vehicle #33), repairs outweigh the value of the vehicle.
1	Exercise/Weight machine, outdated and obsolete.
1	U.S. Range four (4) burner stove with griddle and one oven, outdated and obsolete.
2	Hobart ovens for parts
1	Ladder/Lumber rack, outdated and obsolete.

RECOMMENDATION: Staff recommends that the Board of Trustees declare these items to be surplus and authorize staff to place these items up for Public Auction.

FUNDING: N/A

BUSINESS SERVICES MEMORANDUM

TO:	Board of Trustees Debbie Blow, Superintendent
FROM:	Bob Klempen Interim Assistant Superintendent, Business Services
BOARD MEETING DATE:	September 11, 2019
BOARD AGENDA ITEM:	Authorized Signatures: District Personnel Approved by the Superintendent for Release of Commercial and Payroll Warrants
BACKGROUND:	In order to proceed with normal District business, the Board must delegate district personnel who are authorized to release commercial and payroll warrants on behalf of Orcutt Union School District. Normally this is to be completed once a year, but due to personnel changes in the payroll office, it is being brought to the Board for authorization at this time.
RECOMMENDATION:	Staff recommends that the Board of Trustees approve the authorized signatures for release of commercial and payroll warrants as submitted.
FUNDING:	This action does not require a funding source.

SANTA BARBARA
County Education Office
Susan C. Salcido, Superintendent

AUTHORIZED SIGNATURES
DISTRICT PERSONNEL APPROVED BY THE SUPERINTENDENT FOR RELEASE OF COMMERCIAL AND PAYROLL WARRANTS

DISTRICT: Orcutt Union School District

Signature _____ Typed Name/Title Dr. Deborah Blow, Superintendent	☑ Commercial ☑ Payroll
Signature _____ Typed Name/Title Sandra Knight, Director, Fiscal Services	☑ Commercial ☑ Payroll
Signature _____ Typed Name/Title Zina Chavez, Senior Payroll Technician	☐ Commercial ☑ Payroll
Signature _____ Typed Name/Title Amy Lewton, Payroll Technician	☐ Commercial ☑ Payroll
Signature _____ Typed Name/Title Anna Orca, Senior Accounting Technician	☑ Commercial ☐ Payroll
Signature _____ Typed Name/Title Brianne Guerrero, Accounting Technician	☑ Commercial ☐ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Payroll

I certify that the names and signatures above are authorized district personnel who may receive warrants on behalf of our district.

Superintendent's Signature: _____ Date: ____/____/____

ATTACHMENT F

Santa Barbara County Education Office
Susan C. Salcido, Superintendent

CHANGES TO AUTHORIZED SIGNATURES
DISTRICT PERSONNEL APPROVED BY THE SUPERINTENDENT FOR RELEASE OF COMMERCIAL AND PAYROLL WARRANTS

DISTRICT: Orcutt Union School District

ADDITIONS:

Signature _____ Typed Name/Title Bill Young, Assistant Superintendent, Business Services	☐ Commercial ☐ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Payroll

DELETIONS:

Typed Name/Title Walter Con Assistant Superintendent, Business Services	☑ Commercial ☑ Payroll
Typed Name/Title _____	☐ Commercial ☐ Payroll
Typed Name/Title _____	☐ Commercial ☐ Payroll

I certify that the above changes to authorized district personnel who may receive warrants on behalf of our district.

Superintendent's Signature: _____ Date: ____/____/____

Note: Please use this form if there are changes that occur after the organizational meeting in December.

ATTACHMENT F(1)

Santa Barbara County Education Office
Susan C. Salcido, Superintendent

AUTHORIZED SIGNATURES
DISTRICT PERSONNEL APPROVED BY THE BOARD TO ACT AS DISTRICT AGENTS

DISTRICT: Orcutt Union School District

Signature _____ Typed Name/Title Dr. Deborah Blow, Superintendent	☑ Commercial ☑ Contracts ☑ Payroll
Signature Sandra Knight Typed Name/Title Sandra Knight, Director, Fiscal Services	☑ Commercial ☑ Contracts ☑ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Contracts ☐ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Contracts ☐ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Contracts ☐ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Contracts ☐ Payroll

I certify that the above individuals are authorized to act as agents of the governing board.

Board President Signature: _____ Date: ____/____/____

REFERENCE:
K-12: EC§42632, 42633, 17604
COMMUNITY COLLEGE: EC§85232, 85233, 85655

Note for Escape Financial System Users: The district must have an active employee with access to Escape in order to authorize accounts payable. This form is needed in order to grant activity permissions necessary to authorize payments in Escape.

ATTACHMENT G

SANTA BARBARA
County Education Office
Susan C. Salcido, Superintendent

CHANGES TO AUTHORIZED SIGNATURES
DISTRICT PERSONNEL APPROVED BY THE BOARD TO ACT AS DISTRICT AGENTS

DISTRICT: Orcutt Union School District

ADDITIONS:

Signature _____ Typed Name/Title Bill Young, Assistant Superintendent Business Services	☑ Commercial ☑ Contracts ☑ Payroll
Signature _____ Typed Name/Title _____	☐ Commercial ☐ Contracts ☐ Payroll

DELETIONS:

Typed Name/Title Walter Con Assistant Superintended, Business Services	☑ Commercial ☑ Contracts ☑ Payroll
Typed Name/Title _____	☐ Commercial ☐ Contracts ☐ Payroll

I certify that the above changes to authorized individuals to act as agents of the governing board.

Board President's Signature: _____ Date: ____/____/____

Note for Escape Financial System Users: The district must have an active employee with access to Escape in order to authorize accounts payable. This form is needed in order to grant activity permissions necessary to authorize payments in Escape.

REFERENCE:
K-12: EC§42632, 42633, 17604
COMMUNITY COLLEGE: EC§85232, 85233, 85655

Note: Please use this form if there are changes that occur after the organizational meeting in December.

ATTACHMENT G(1)

RESOLUTION OF THE GOVERNING BOARD
DELEGATION OF GOVERNING BOARD POWERS DUTIES
AUTHORITY TO MAKE CASH AND BUDGET TRANSFERS

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.

Bill Young, Assistant Superintendent, Business Services	
Authorized District Employee/Officer	Authorized District Employee/Officer
Sandra Knight, Director, Fiscal Services	Sandra Knight
Authorized District Employee/Officer	Authorized District Employee/Officer

Passed and adopted this 11 day of September, 2019 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Board President's Signature: _____ Date: ____/____/____

Note for Escape Financial System Users: The district must have an active employee with Escape access authorized to perform cash and budget transfers. This resolution is needed in order to grant activity permissions necessary to authorize certain budget and cash transfers (i.e., interfund cash transfers and deposits) in Escape.

REFERENCE:
K-12: EC§35161

ATTACHMENT H (1) – K-12 DISTRICTS

BUSINESS SERVICES MEMORANDUM

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

FROM: Bob Klempen
Interim, Assistant Superintendent, Business Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Resolution No. 4 GANN Limit

BACKGROUND: E.C. 42132 "On or before September 15th of each year, the governing board shall adopt a resolution to identify, pursuant to Division 9 (commencing with Section 7900) of title 1 of the Government Code, the estimated appropriations limit for the district for the current fiscal year and the actual appropriations limit for the district for preceding fiscal year.

In simple terms the Gann Spending Limit is a ceiling, or limit, on each year's appropriations of tax dollars by the state, cities, counties, school districts, and special districts. Proposition 4, an initiative passed in November 1979, added controls on appropriations in Article XIIIB of the California Constitution. Using 1978-79 as a base year, subsequent years' limits have been adjusted for: (1) an inflation increase equal to the change in the Consumer Price Index or per capita personal income, whichever is smaller; and, (2) the change in population, which for school agencies is the change in ADA. Proposition 111, adopted in June 1990, amended the Gann limit inflation factor to be based only on the change in per capita personal income.

RECOMMENDATION: Staff recommends that the Board of Trustees adopt 2019/2020 Resolution No. 4 GANN Limit Adoption.

FUNDING: This action does not require a funding source.

RESOLUTION NO. 4

2019/2020

Resolution of the Governing Board of the
Orcutt Union School District

GANN LIMIT ADOPTION

Whereas, in November 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limits, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann Limit for the 2018/2019 fiscal year and a projected Gann Limit for the 2019/2020 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann Limits for the 2018/2019 and 2019/2020 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2018/2019 and 2019/2020 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provide copies of this resolution along with appropriate attachments to interested citizens of this District;

Passed and adopted by the Board of Trustees of the Orcutt Union School District this 11th day of September, 2019 by the following vote:

AYES: NOES: ABSENT:

(Signed) _____

Board President

BUSINESS SERVICES MEMORANDUM

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

FROM: Bob Klempen
Interim, Assistant Superintendent, Business Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Purchase of Kubota Tractor and Power Turf Renovator for Turf Management

BACKGROUND: The M.O.T Department would like to purchase a Kubota 5800HST Tractor and Power Turf Renovator, for the grounds dept. The tractor will be capable of powering and operating multiple pieces of turf maintenance equipment that is needed to make and keep our fields safer for all students and staff. The Renovator is an additional piece of equipment that is pulled behind the tractor and it is used to level out turf by taking down high spots caused by gophers, squirrels or even just thick thatched grass.

With the purchase of the tractor and renovator we will be able to fix, restore and maintain OUSD school fields at a fraction of the cost of hiring a Contractor. The cost of hiring a contractor in the area of field renovation is quite expensive, for example, one company came in at $.50 a sq. ft. for a total of $250,000. This is for a one –time turf renovation at Orcutt Academy and Orcutt Junior High alone.

The M.O.T department has spent countless hours and resources in fixing and restoring the conditions of our fields. Unfortunately, they are unable to maintain these efforts due to the lack of proper equipment. The new turf management program is looking to change this. The M.OT. department is expecting that they will be able to do the same work, time after time, with the investment in this equipment.

The District has an opportunity to purchase a Kubota 5800HSD Tractor for a total unit price of $29,129.47 and a Power Turf Renovator for a total unit price of $12,995. The Power Turf Renovator is a proprietary piece of equipment and is only available via one manufacturer.

Bertchtold Equipment (Santa Maria)	Kubota MX5800	$29,192.47
Garton Tractor (Modesto)	Kubota MX5800	$29,192.45
Crown Rents (Bakersfield)	Kubota MX5800	$33,725.75
Power Turf Renovation (Arizona)	Turf Renovator Turf 60	$12,995.00

RECOMMENDATION:	Staff recommends that the Board of Trustees approve the purchase of the Kubota MX5800 Tractor at the cost of $29,129.47 and the Power Turf Renovator at the cost of $12,995.
FUNDING:	The fiscal impact will be on the General Fund in the amount of $42,1287.47

BUSINESS SERVICES MEMORANDUM

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

FROM: Bob Klempen
Interim, Assistant Superintendent, Business Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Approval of Child Nutrition Bids for the 2019-20 School Year

BACKGROUND: Each year The Department of Child Nutrition goes out to bid in order to purchase necessary food items for the National School Lunch Program (NSLP). It is required by NSLP to get board approval once these bids have been finalized. Listed below are all the bids for the school year:

Super Co-Op Bid	Bid for Gold Star Foods	$54,000
Pizza for Elementary Sites	Domino's Pizza	$30,000
Pizza for the LJHS, OJHS and OAHS	Pizza Hut/SLO Pizza	$80,000
Southern California Bid	Bid for Sysco Foods	$270,000

RECOMMENDATION: Staff recommends that The Board of Trustees approves the above listed bids for The Super Co-Op with Gold Star Foods Inc., Domino's Pizza, Pizza Hut/SLO Pizza and The Southern California Bid with Sysco Foods Inc.

FUNDING: The fiscal impact will be to Fund 13 in the amount of $434,000.

BUSINESS SERVICES MEMORANDUM

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

FROM: Bob Klempen
Interim, Assistant Superintendent, Business Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: District and Charter Fund Certification of 2018-19 Unaudited Actuals

BACKGROUND: Educational Code Section 42100 states that "on or before September 15, the governing board of each school district shall approve on a form prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the district for the preceding fiscal year and shall file the statement with the County Superintendent of Schools."

In keeping with that provision the Orcutt Union School District is providing the final unaudited actual revenues and expenditures for the 2018-19 year for all funds of the district.

Carryover balances and their respective designations, as well as other budgetary changes, will not be in the budget until the First Interim Report presented later in the year.

With the exception of the beginning balance and reserves, the 2019-20 budget remains unchanged from that adopted on June 12, 2019. Changes in the estimated fund balances due to the 2018-19 actuals are incorporated into the beginning balances for 2019-20 for all funds.

RECOMMENDATION: Staff recommends that the Board of Trustees approve and certify the Unaudited Actuals Finance Report as submitted.

FUND: All Funds as presented herein.

Orcutt Union School District

Where a Dedicated Staff Means
KIDS COME FIRST

BOARD OF TRUSTEES
SHAUN HENDERSON
LISA MORININI
LIZ PHILLIPS
MARK STELLER
MELANIE WAFFLE

DEBORAH BLOW, Ed.D.
District Superintendent
HOLLY EDDS, Ed.D.
Assistant Superintendent
SUSAN SALUCCI
Assistant Superintendent
WILLIAM YOUNG
Assistant Superintendent
KIRBY FELL
Chief Technology Officer

TO: Dr. Deborah Blow, Superintendent

FROM: Dr. Holly Edds, Asst. Superintendent, Educational Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Annual Public Hearing on Sufficiency of Instructional Materials

BACKGROUND: Assembly Bill 831 took effect July 25, 2005. AB31 modified the annual public hearing requirement in Education Code Section 60119. Under that section the governing board of every local education agency that receives state instructional materials funds must hold an annual public hearing before the end of the eighth week from the first day pupils attend school for that year. At this public hearing the board must make a determination as to whether each pupil in each school has sufficient textbooks or instructional materials that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in reading/language arts, mathematics, science and history/social science.

RECOMMENDATION: Staff recommends that the governing board hold this required public hearing at their regular meeting on September 11, 2019.

FUNDING: There is no funding impact if the governing board holds this required public hearing and declares through a resolution that the Orcutt Union School District has met the requirement of sufficiency of instructional materials as defined in the Williams Settlement and AB831.

ORCUTT UNION SCHOOL DISTRICT

2019/2020 RESOLUTION NO. 5

Resolution Regarding Sufficiency of Instructional Materials

WHEREAS, the Governing Board of the Orcutt Union School District, in order to comply with the requirements of Education Code 60119, held a public hearing on September 11, 2019, at 6:30 p.m., which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10-day notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Orcutt Union School District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each student, including English learners, has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, between the 2008-09 through the 2019-20 fiscal years, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the Orcutt Union School District, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics – Kindergarten-Grade 5 – Houghton Mifflin Harcourt *Math Expressions Softcover with Mathboards, 8 yr. print subscription*
  Grade 6 – CPM, *Core Connections Course 1*
  Grade 7 – CPM, *Core Connections, Course 2*
  Grade 8 – CPM, *Core Connections, Course 3*
  Grade 8 – CPM, *Core Connections, Algebra*
- Science – Grades K-5 – McGraw-Hill, *California Science*
  Grades 6-8 – Holt, Rinehart & Winston, *California Science (multiple titles)*

- ❖ History/Social Science - Kindergarten-Grade 5 – Studies Weekly, *California Studies Weekly*
  Grades 6-8 – TCI, *History Alive! (multiple titles)*

- ❖ English/Language Arts - Grades K-5 – McGraw Hill*, Wonders California*
  Grades 6-8 – Houghton Mifflin Harcourt, *Collections 6-8*

WHEREAS, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes,

THEREFORE, IT IS RESOLVED that for the 2019/2020 school year, the Orcutt Union School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the Orcutt Union School District, this 11th day of September 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed:

_____ _____

President, Board of Trustees Date
Orcutt Union School District

Orcutt Union School District

Where a Dedicated Staff Means
KIDS COME FIRST

BOARD OF TRUSTEES
SHAUN HENDERSON
LISA MORININI
LIZ PHILLIPS
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DEBORAH BLOW, Ed.D.
District Superintendent
HOLLY EDDS, Ed.D.
Assistant Superintendent
SUSAN SALUCCI
Assistant Superintendent
WILLIAM YOUNG
Assistant Superintendent
KIRBY FELL
Chief Technology Officer

TO: Dr. Deborah Blow, Superintendent

FROM: Dr. Holly Edds, Asst. Superintendent, Educational Services

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Disposal of Obsolete Textbooks and Library Books

BACKGROUND: In accordance with BP 3260, Sales and Disposal of Books, Equipment and Supplies, we are requesting permission to dispose of obsolete textbooks and instructional materials.

Instructional materials may be considered obsolete or unusable when they:

1. Contain information rendered inaccurate or incomplete by new discoveries or technologies.
2. Are replaced by more recent versions or editions.
3. Are no longer an adopted textbook.
4. Are damaged beyond use or repair.

Process used in discarding obsolete materials:

- Principals are informed of procedures regarding disposal of obsolete instructional materials.
- Media Specialists are requested to send obsolete instructional materials to the IMC.
- District teachers are notified concerning the availability of discarded and obsolete instructional materials. All district teachers have the opportunity to review and select any materials before discard occurs.
- Private schools and nonprofit organizations are notified of the availability of discarded and obsolete instructional materials. Private schools and nonprofit organizations have the opportunity to take any of the obsolete materials.

After a thorough review of the holdings in each school's library and district instructional materials, it has been determined that the following types of library books and instructional materials are obsolete and should be disposed of according to district policy.

- ✓ Fiction library books which have not been checked out in a number of years.
- ✓ Non-fiction library books which have not been checked out in a number of years and/or which have inaccurate or outdated factual information.
- ✓ Any textbook which has been declared obsolete and still remains in the district's possession.

RECOMMENDATION: Staff recommends that library books and instructional materials which fall into the above categories be approved for immediate disposal in accordance with district policy.

FUNDING: A cost of approximately $250 will be incurred from the curriculum budget in order to place a public notice in the local newspaper prior to the disposal of obsolete textbooks.

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California

RESOLUTION NO. 6

RESOLUTION OF THE BOARD OF TRUSTEES OF THE ORCUTT UNION SCHOOL DISTRICT TO PROVIDE FULL-DAY KINDERGARTEN AT DISTRICT ELEMENTARY SCHOOLS

WHEREAS, an adequately funded and well-developed public education program provides numerous benefits and advantages to all of the residents of the community; and

WHEREAS, research indicates that children benefit more, both academically and socially, from participation in full-day kindergarten programs than from participation in half-day programs by providing a relaxed, unhurried school day with more time to learn core academic subjects and for a variety of experiences, greater opportunity for screening and assessment to detect and deal with potential learning problems, and more occasions for good quality interaction between adults and students; and

WHEREAS, full-day kindergarten is helpful in decreasing the achievement gap for students from low-income families because every extra hour of schooling in the early years builds a foundation, decreases the achievement gap, and prepares them for learning in the first grade and beyond; and

WHEREAS, during the 2018–19 fiscal year, the sum of one hundred million dollars ($100,000,000) was appropriated from the General Fund to the State Allocation Board to provide one-time grants to school districts to construct new school facilities or retrofit existing school facilities for the purpose of providing full-day kindergarten classrooms pursuant to Education Code Section 8973 ("Full-Day Kindergarten Facilities Grant Program"). For the 2019-2020 fiscal year, the sum of three hundred million dollars ($300,000,000) was appropriated from the General Fund to the State Allocation Board to provide one time grants pursuant to Education Code section 17375; and

WHEREAS, Pursuant to Education Code section 17375, of the moneys allocated to a school district from the appropriation made pursuant to this paragraph, savings and interest achieved upon full completion of an approved project, and as a result of a school district's efficient and prudent expenditure of the moneys allocated, may be used for professional development or instructional materials to build capacity for the implementation of a full-day kindergarten program, or high priority capital outlay purposes identified by the school district and in accordance with subdivision (f) of section 17375, associated regulations, and any accompanying grant agreement; and

WHEREAS, in accordance with AB 1808, the State Allocation Board shall award grants to school districts that need facilities to provide full-day kindergarten as required for eligibility pursuant to Sections 17071.25 and 17072.10 of the Education Code or that lack facilities that satisfy the design requirements required for new kindergarten classrooms as specified in paragraph (2) of subdivision (h) of Section 14030 of Title 5 of the California Code of Regulations; and

WHEREAS, to be eligible for funding available pursuant to Education Code section 17375 from the Full-Day Kindergarten Facilities Grant Program, a school district is required to (1) have a school board resolution providing approval to provide full-day kindergarten instruction at the project school site or will have approval to provide full-day kindergarten instruction at the completion of the project; and (2) the school district lacks the facilities to provide full-day kindergarten instruction at the project school site; and

DRAFT

WHEREAS, the Orcutt Union School District intends to implement full-day Kindergarten at all District elementary schools in order to realize the educational benefits described above; and

WHEREAS, the Orcutt Union School District wishes to apply for funding from the Full-Day Kindergarten Facilities Grant Program.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Governing Board of the Orcutt Union School District approves providing full-day kindergarten instruction at the following project school sites or will have approval to provide full-day kindergarten instruction at the completion of the projects as follows:

- Alice Shaw Elementary School
- Joe Nightingale Elementary School
- Olga Reed Elementary School
- Patterson Road Elementary School
- Pine Grove Elementary School
- Ralph Dunlap Elementary School

Section 2. The District Superintendent, President of the Board, or their designees are hereby authorized to execute any other document and to perform all acts necessary to provide full-day kindergarten instruction and to take any action which is necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

Section 3. The Governing Board directs the Superintendent to establish an advisory Task Force to plan for the implementation of District-wide full-day kindergarten. The Task Force will be coordinated and led by the Assistant Superintendent of Educational Services and should have representation from parents, kindergarten teachers, other general education classroom teachers, special education teacher and service provider, a Teacher on Special Assignment, and District administrators from the elementary school site level and the District level.

ADOPTED, SIGNED and APPROVED by the Board of Trustees of the Orcutt Union School District on the ____ day of _____, 2019, by the following vote:

AYES:
NOES:
ABSTENTIONS:

_____
Lisa Morinini
President of the Board of Trustees
Orcutt Union School District

Attested to:

_____
Liz Phillips
Clerk of the Board of Trustees of the
Orcutt Union School District

DRAFT

Orcutt Union School District

HUMAN RESOURCES MEMORANDUM

TO:	Dr. Deborah Blow District Superintendent
FROM:	Susan Salucci Assistant Superintendent of Human Resources
DATE:	September 11, 2019
RE:	Concordia University Supervised Fieldwork Agreement for School Counselor Candidate
BACKROUND:	Concordia University is requesting approval of the Supervised Fieldwork Agreement with the Orcutt Union School District for their School Counselor Program.
RECOMMENDATION:	It is recommended that the Board of Trustees approve the Concordia University Supervised Fieldwork Agreement for the School Counselor Program with the Orcutt Union School District.
FUNDING:	N/A

Concordia University Irvine
School of Education
SCHOOL COUNSELOR CANDIDATE
PRACTICUM/FIELDWORK AGREEMENT
Orcutt Union School District
August 30, 2019

This School Counselor Candidate Fieldwork Agreement ("Agreement") is made and entered into as of the execution of the Agreement by both parties (on the "Effective Date") by and between Orcutt Union School District ("School District") located in Orcutt, California, and Concordia University ("University") a non-profit religious corporation located in Irvine, California.

RECITALS

A. School District operates schools within its service area, and employs credentialed school counselors to serve one or more of those schools.

B. University is an institution of higher learning authorized pursuant to California law to offer education programs, including without limitation, the School Counseling Field Experience program which requires school counseling fieldwork experience to fulfill the credentialing requirements set forth by the California Commission on Teacher Credentialing (the "Program").

C. School District operates schools which are suitable for University's Program. University desires to establish the Program at School District for the students of the University enrolled in the Program. School District desires to support the Program to assist in training students of University.

D. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Program at School District schools.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. RESPONSIBILITIES OF UNIVERSITY

1.1 Academic Responsibility. University shall develop the curriculum for the Program and shall be responsible for student accreditation and/or approval by any state board or agency.

1.2 Number of Students. University shall designate and notify School District of the students who are enrolled and in good standing in the Program to be assigned for field experience at School District in such numbers as are mutually agreed upon between School District and University. University and School District will also mutually agree to the dates and length of the Program.

1.3 Orientation. University shall provide orientation to all students and ensure that all students receive instruction and have necessary basic skills prior to the field experience at School District.

1.4 Discipline. University shall be responsible for counseling, controlling, disciplining and all activities of students at School District.

1.5 Documentation. University shall maintain all attendance and academic records of students participating in the Program. University shall implement and maintain an evaluation process of the students' progress throughout the Program.

1.6 Fingerprint and TB Clearance. The University will be responsible for students obtaining fingerprint and TB clearance and maintaining all documentation should proof be requested.

In accordance with California Education Code Section 44320, each credential candidate prior to assignment to District must obtain, at their sole expense, a "Certificate of Clearance," which includes a complete Live Scan Service. The University will ensure that student's receive a Certificate prior to beginning their assignment in the district or hold a valid document issued by the CTC accounting for fingerprint clearance.

In accordance with California Education Code Section 49406, each credential candidate prior to assignment to District must obtain at the candidate's sole expense an examination by a licensed physician or surgeon within the past 60 days to determine that he or she is free of active tuberculosis, prior to beginning the candidate's assignment in the District.

1.7 School District Policies and Procedures. University shall ensure that each student is aware of and understands all applicable School District policies and procedures and shall require each student to conform to all such School District policies, procedures, regulations, standards for health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of School District and University.

1.8 Supplies and Equipment. University shall provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the Program. University shall also be responsible, as between School District and University, for the cost of travel expenses and transportation, if any, incurred by students as a result of the Program.

1.9 Confidentiality. All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the District and the University shall remain strictly confidential and shall not be disclosed without consent of the other party.

The University shall notify Students that they are responsible for respecting and maintaining the confidentiality of all Student information and law enforcement records which the Student may receive or have access to pursuant to this Agreement. The University shall notify Students that they must agree to comply with the terms and conditions of all applicable confidentiality laws, including but not limited to the Family Educational Rights and Privacy Act ("FERPA") and the Regulations promulgated thereunder (20 U.S.C. section 1232g; 34 C.F.R. Part 99); California Education Code section 49060 et seq. (pupil records); California Welfare & Institutions Code sections 300 and 600 et seq.; 827 (juvenile justice system records) ; California Welfare & Institutions Code §5328.6 and §5328.7 (Mental Health Records); and 42 U.S.C. §§290dd-2; (iv) Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Regulations promulgated thereunder

(42 U.S.C. Sections 1320d-2 and 1320d-4; 45 C.F.R. Subtitle A, Subchapter C, Parts 160 – 164), as amended from time to time.

1.10 Insurance. University shall ensure that all students maintain professional liability insurance coverage (either independently or as an additional insured on University's policy) at a minimum of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in aggregate throughout the course of this Agreement. Further, University agrees to maintain comprehensive general liability insurance at a minimum of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in aggregate throughout the course of this Agreement. University shall ensure that such policies provide for notification to School District at least thirty (30) days in advance of any material modification or cancellation of such coverage. University also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of University working at School District pursuant to this Agreement at all times during the course of this Agreement. University shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis except, with respect to students, such evidence will be provided prior to the date when any new student commences participation in the Program.

1.11 Accreditation. University shall at all times during the course of this Agreement be accredited, licensed or qualified to offer the Program to students.

1.12 Program description: See exhibit A attached for the description of the practicum/fieldwork requirements.

2. RESPONSIBILITIES OF SCHOOL DISTRICT

2.1 Access. School District shall permit nonexclusive access to the Program to those students designated by University as eligible for participation in the Program at School District provided such access does not unreasonably interfere with the regular activities at School District. School District agrees to provide qualified students with field experience opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of School District pupils.

2.2 Implementation of Program. School District agrees to cooperate with and assist in the planning and implementation of the Program at School District for the benefit of students from University.

2.3 Supervision: School District shall provide for the supervision of University students in their field experience at School District school(s) by a properly credentialed school counselor provided by the School District.

2.4 Space and Storage. At School District's discretion, it will provide students with a workspace at the School District school(s) and with an acceptable amount of storage space for University's instructional materials for use in the Program, subject to reasonable availability.

2.5 Removal of Students. In the event that any University student, in the sole discretion of School District, fails to perform satisfactorily, fails to follow School District policies, procedures and regulations, or fails to meet School District standards for health, safety, security, cooperation or ethical behavior, School District shall have the right

to request that University withdraw the student from the Program. University shall comply with School District's request within five (5) days of receipt of written notice from School District. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat to safety or personnel, School District may immediately exclude any student from School District until final resolution of the matter with University.

2.6 Documentation. School District agrees to make available to qualified students of University a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules.

2.7 Statement of Adequate Staffing. School District acknowledges that it has adequate counseling staffing and that students participating in the Program shall not be required to substitute for any school district contracted employee necessary for reasonable staffing coverage.

2.8 Authority. School District shall maintain at all times full authority over and responsibility for care of its pupils and may intervene and/or redirect University students when appropriate or necessary.

2.9 Insurance. School District agrees to maintain professional liability insurance at a minimum of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in aggregate throughout the course of this Agreement. Further, School District agrees to maintain comprehensive general liability insurance at a minimum of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in aggregate throughout the course of this Agreement. School District shall ensure that such policies provide for notification to University at least thirty (30) days in advance of any material modification or cancellation of such coverage. School District also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of School District working at School District pursuant to this Agreement at all times during the course of this Agreement. School District shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis.

3. RELATIONSHIP OF THE PARTIES

3.1 Term. The term of this Agreement shall commence as of the Effective Date and shall continue for three (3) years unless terminated sooner as provided herein.

3.2 Termination. Either party may terminate this Agreement at any time and for any reason upon at least thirty (30) days prior written notice to the other party. To the extent reasonably possible, School District will attempt to limit its termination of this Agreement without cause so as to allow the completion of student training for the then current academic year by any student who, at the date of said notice by School District, was satisfactorily participating in the Program.

3.3 Independent Contractor. In the performance of the obligations under this Agreement, it is mutually understood and agreed that University is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between School District and University an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship. Students shall maintain the status of learners and

neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between School District and any University student.

3.4 Role of Students. It is not the intention of University or School District that any students occupy the position of third party beneficiary of any obligations assumed by School District or University pursuant to this Agreement.

3.5 Publicity. Neither University nor School District shall cause to be published or disseminate any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program without the prior written consent of the other party.

3.6 Records. It is understood and agreed that all records, other than student evaluation records and information, shall remain the property of School District.

4. GENERAL PROVISIONS

4.1 Entire Agreement; Amendment. This Agreement contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject matter hereof by and between the parties. This Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement.

4.2 Assignment. Neither party shall subcontract, assign its rights or delegate its duties under this Agreement without the prior written consent of the other party. This Agreement shall be binding on and inure to the benefit of successors and permitted assigns of each party.

4.3 Indemnification. Except as otherwise may be provided in this Agreement, each party shall indemnify, hold harmless and defend the other party from any and all loss, liability, claim, lawsuit, injury, expense or damage whatsoever including but not limited to attorneys' fees and court costs, arising out of, incident to or in any manner occasioned by the performance or nonperformance by such indemnifying party, its officers, directors, regents, agents, employees, students, or subcontractors, of any covenant or condition of this Agreement or by the negligence, improper conduct or intentional acts or omissions of such indemnifying parties, its officers, directors, regents, agents, employees, students, or subcontractors.

4.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any action arising out of this Agreement shall be instituted and prosecuted only in a court of proper jurisdiction in Orange County, California.

4.5 Non-Discrimination. Neither party shall discriminate against any University student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference, except to the extent that religious freedom exemptions apply. In addition, the parties will fully comply with any and all applicable local, state and federal anti-discrimination regulations, statues and judicial decisions.

4.6 Notices. Any and all notices permitted or required by this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date personally delivered; (b) three business days after being mailed by United States post, certified

and return receipt requested; or (c) one business day after being sent by nationally recognized overnight courier, properly addressed as follows or such other address as may later be designated by the party:

School District:

Orcutt Union School District
500 Dyer Street
Orcutt, CA, 93455
Attention: Mary Dwyer

University:

Concordia University Irvine
1530 Concordia West
Irvine, CA 92612
Attn: Office of the Provost
provost@cui.edu
Copy to General Counsel

4.7 Severability. The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding upon the parties.

4.8 Waiver. Any waiver of any terms, covenants and/or conditions hereof must be in writing and signed by the parties hereto. A waiver of any of the terms, covenants and/or conditions hereof shall not be construed as a waiver of any other terms, covenants and/or conditions hereof nor shall any waiver constitute a continuing waiver.

4.9 Program Description: Refer to Exhibit A for the description of the practicum and fieldwork program.

SIGNATURE PAGE

THIS AGREEMENT IS ENTERED INTO THIS 11th DAY OF September, **2019**.

AGREEMENT EFFECTIVE:

STARTING 11th DAY OF September, **2019** THROUGH 11th DAY OF September, **2022**.

(Three year agreement – May be renewed with consent of both parties)

SCHOOL DISTRICT:

Signature: Deborah K Blow

Typed Name: Dr. Deborah Blow

Title: Superintendent

Date: 9/11/19

CONCORDIA UNIVERSITY:

Signature: _____

Typed Name: Dr. Peter Senkbeil – Concordia University, Irvine, CA.

Date: _____

Exhibit A

During the course of the Practicum or Fieldwork experience, the Practicum or Fieldwork experience student will complete the approved Concordia University Practicum or Fieldwork experience portions of the program.

a. The duration for the Practicum or Fieldwork experience will be determined prior by the School District and Concordia University for each Practicum or Fieldwork experience student. It is intended that this Practicum or Fieldwork experience encompass a period of at least one term and will not exceed the time limits as listed below:

   Practicum: Not to exceed 1 calendar year

b. Fieldwork experience: 1 calendar year at full time (non-internship) OR b) 2 calendar years at part-time. The School District and Concordia will cooperatively develop and implement a support system for each Practicum or Fieldwork experience student.

c. The Practicum or Fieldwork experience student will be provided experience and practice in the school and classroom. Anticipated duties are listed below. Duties will vary according to available opportunities on the site, as determined by the District. The Practicum/Fieldwork experience activities will be determined using the Planning Document based upon the California Standards for the Counseling Profession.

   Practicum Duties – 100 hours required (University/School District-level):

   1) Peer counseling related to university or college program practicum course
   2) Personal and career assessment
   3) Personal counseling experience in either individual or group context
   4) School-based programs serving parents and family members
   5) Community service programs serving children and families
   6) School related experience such as "shadowing" a school counselor, observing classroom instruction, attending district and school-based meetings, and become familiar with school-based community resources
   7) Become familiar with special needs students; Gifted and Talented programs; attend/observe IEP/504 meetings; assessment and evaluation activities; Common Core instructional activities; Student Study teams; master schedule activities; etc.

   Fieldwork Experience Duties – 600 hours required (University/District-level):

   1) Continue to participate in any duties or activities listed under the practicum section
   2) Perform functions of school counselors in school counseling domains
   3) Work with diversity programs
   4) Work with the development and implementation of a program that addresses diversity issues
   5) Work with individuals and groups of a racial and ethnic background different from that of the candidate
   6) Gain experience at two different settings: elementary, middle school, or high school
   7) Participate in group supervision throughout the Fieldwork experience

Where KIDS Come First! rcutt Union School District TECHNOLOGY SERVICES

TO: Dr. Deborah Blow, Superintendent

FROM: Kirby Fell, Chief Technology Officer

BOARD MEETING DATE: September 11, 2019

BOARD AGENDA ITEM: Purchase of a Voice over IP (VoIP) Phone System

BACKGROUND: Our existing NEC phone system has been in place for a number of years and was last upgraded in 2011. The Casmalia and Los Alamos campuses have separate Toshiba phone systems that predate our main NEC system. Due to age, all of these systems have fallen behind current standards and expectations and it is becoming increasingly expensive and difficult to maintain.

We recently completed the Request for Proposal (RFP) process for a Voice over IP (VoIP) phone system replacement. We received responses from Jive Communications, Impulse Communications and Wave Business. After an extensive evaluation of all three options, I am recommending the Wave Business solution as a replacement for our existing phone system. Wave Business offered us the best pricing at $5274.99 per month for a 60-month lease term. Initial setup, installation, training and ongoing support is also included at no additional cost. Wave Business has an established relationship with the district as our current Internet Service Provider (ISP) and Wide Area Network (WAN) provider. This will help ensure a smooth transition over to our new VoIP phone system.

RECOMMENDATION: Staff recommends the Board of Trustees approve a 60-month lease agreement with Wave Business for a VoIP phone system.

FUNDING: General Fund

Orcutt Union School District

RFP Response

“Voice Over IP (VoIP) System”

Due Date: By August 21, 2019

Delivered to:

Orcutt Union School District

Attn: Technology Department

500 Dyer Street, Orcutt, CA 93455

kfell@orcutt-schools.net

Oructt Union School District
Attn: Kirby Fell – Technology Department
500 Dyer Street, Orcutt, CA 93455

RE: "Voice Over IP (VoIP) System"

Dear Kirby,

Wave Division Holdings, LLC d/b/a Wave Business is pleased to present this RFP response for the Orcutt Union School District. Wave Business acknowledges receipt of every communication and addendum issued for this solicitation and have read, understood, and have fully complied with all mandatory requirements identified in the RFP.

Wave Business has made every effort to present the most complete and cost-effective solutions in our response. As a current service provider, Wave is presenting solutions that can be easily implemented into the District's existing network and service requirements. I will be your main point of contact and my information is below.

Please review this document and attachments carefully and if you have any questions, I welcome the opportunity to meet face-to-face or via phone to discuss, and review this Hoster Voice proposal in its entirety. We want the Orcutt Union School District to completely understand the service dynamics, support, and technology being offered.

Thank you for the opportunity to provide additional services to the Orcutt Union School District. We sincerely believe our team is presenting solutions that demonstrate not only our capabilities, but our commitment to the District to provide solutions that are cost effective and meet your every need.

Mike Puckett, Education Channel Manager
13483 Seabeck Hwy NW, Seabeck, WA 98380
Voice: (360) 550-4496 / Fax: (360) 550-4158 / Cell: (206) 406-9672
E-mail: mpuckett@wavebusiness.com
SPIN # 143030836 - FRN#0015-63-7911 - GREEN LIGHT STATUS: ACTIVE

Respectfully,

Michael W. Puckett, Education Channel Manager – Wave Business

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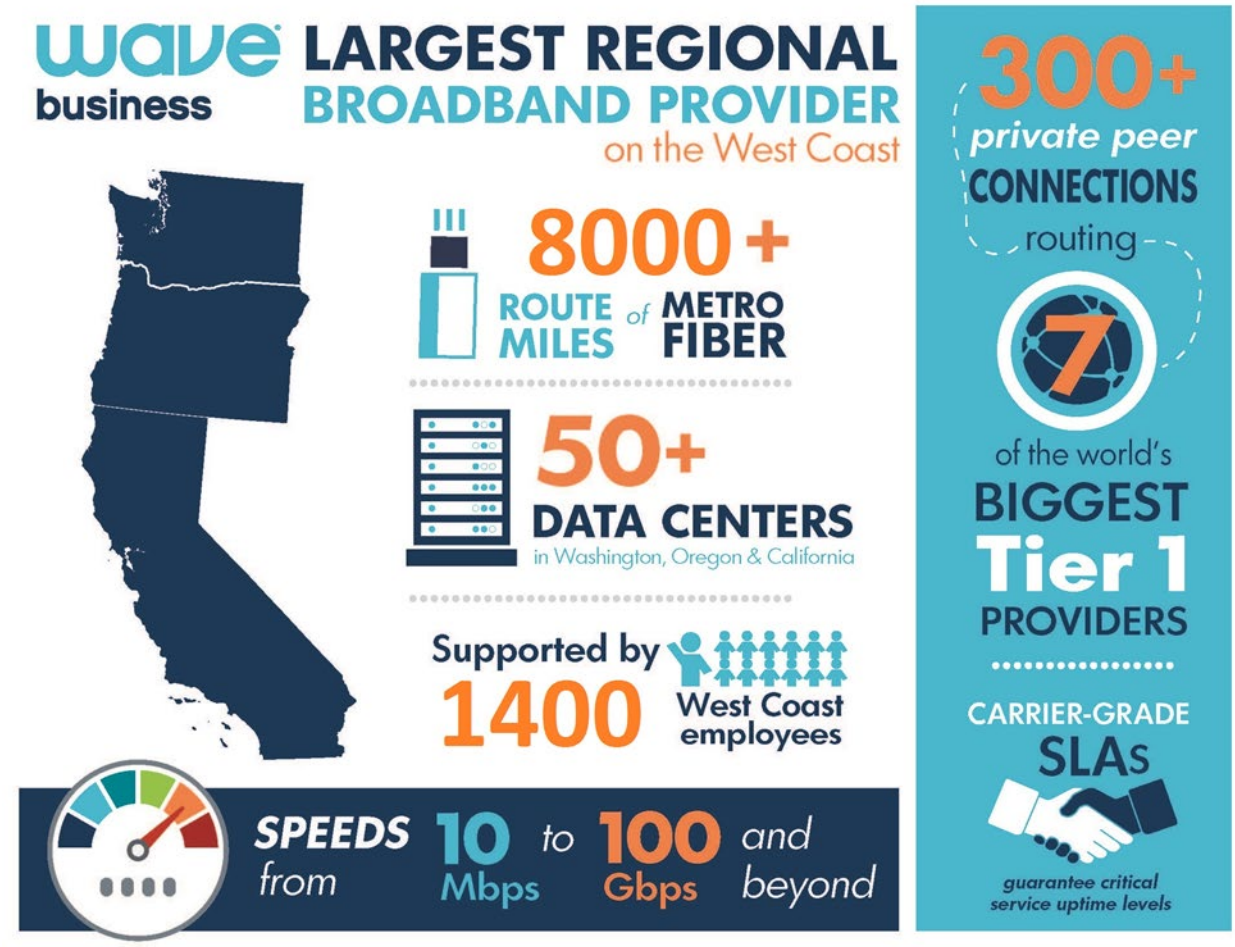
- Hosted Voice RFP Pricing Sheet – Page 15
- Master Services Agreement – Attached Separately
- DIA Service Order – Attached Separately
- Service Level Agreement – Attached Separately



Why choose Wave Business?

- **Scale** – Our system is the third largest IP network on the West Coast, designed and built solely for IP transit. With our recent acquisition, Wave is now the 6th largest internet and cable operating in the nation.
- **Network Architecture** – the most advanced state-of-the-art fiber optic network and architecture in the western U.S.
- **Redundancy** – more points of presence than any other provider in our West Coast footprint – microwave mesh network for redundancy.
- **Headroom** – operate our network to 40% – 45% of capacity to allow for maximum speed and throughput and accommodate DDoS attacks and trunk breakage.
- **Direct peering** – we peer with all major content providers with direct 10 gigabit fiber connections in key data centers – result is lowest latency in the industry.
- **Play well with others** – we respect other providers and cooperate through all aspects from construction to service delivery

OUR ORGANIZATION

Wave Division Holdings, LLC dba Wave Business operates leading broadband cable systems under the trade name Wave Broadband in the Tier 1 suburban markets of Seattle, WA, Portland, OR, Sacramento, CA, and San Francisco, CA. As of September 1, 2018, we had approximately 291,650 customer relationships, and served approximately 482,010 revenue generating units ("RGUs"), including approximately 271,825 HSD subscribers and approximately 88,530 voice subscribers.

Wave serves residential and small-to-midsized business customers through a fully-upgraded, fiber-rich and redundant communications network, which utilizes a variety of state-of-the-art technologies including up to 860 MHz hybrid fiber-coaxial ("HFC") systems and select fiber-to-the-home ("FTTH") service areas. Our four primary markets are interconnected through 10 and 100 Gbps networks of owned and leased fiber transport connections that allow us to transmit data, video, voice and internal communications traffic between our systems.

In addition to our HFC and FTTH network, we offer business solutions that utilize owned metro fiber assets in Seattle, Portland, Sacramento, and San Francisco all of which are interconnected to our 10 and 100 Gbps fiber backbone.

Wave Business, our commercial services division, offers a range of telecommunication solutions to local businesses, enterprises, other telecommunications carriers, and institutions such as schools, hospital networks, government agencies and military bases throughout our fiber footprint.

Wave Business is a facilities-based provider of communications products including:

- Multi-line business-class phone offerings,
- Commercial-class Internet services,
- Enterprise-level dedicated fiber-optic direct Internet access,
- Point-to-point fiber communications services, and
- Colocation capabilities

Wave entered its first market, Seattle, through the completion of three acquisitions in 2003 and established central operations in the Seattle area. From the start, we have grown both organically and through acquisitions of cable systems and fiber assets. Our commercially-focused acquisitions have enhanced our product offerings with additional fiber-based enterprise solutions and significantly added to our fiber assets. In addition, these acquisitions have added expertise and capabilities to take advantage of commercial growth opportunities across all of our markets.

In early 2018, Wave merged with RCN Telecom Services and Grande Communications to form the nation's sixth largest cable operator. Together, the combined companies cover a vast and growing nationwide fiber footprint spanning nearly 20 metro areas in 11 states including California, Illinois, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Texas, Virginia, Washington, and Washington, D.C.

OUR STRENGTHS

Advanced and interconnected network infrastructure

- We have made a significant commitment to develop and maintain a state-of-the-art network. Earlier this year, we invested over $5MM in core network upgrades to ensure we maintain an industry leading network from a reliability, scalability and cost perspective. Our four markets in Seattle, Portland, Sacramento, and San Francisco are all interconnected through 10 and 100 Gbps networks of owned and leased fiber transport connections that allow us to transmit all HSD, video, voice and internal communications traffic between our systems.

OUR STRATEGY

Provide our customers with a full suite of advanced connectivity solutions through a fully-upgraded network

- We continually strive to provide customers with the industry's newest, high-quality advanced solutions and attractive discounted bundles that enhance customer retention.

We're local

- Look around a bit and you're sure to see a Wave vehicle nearby. That's because our technicians and support staff live in your area. Our fiber splice teams are also local.

Provide superior customer service

- Wave seeks to maximize customer satisfaction and retention by providing superior customer service through our in-house customer call center, excellent technical service assistance and network reliability. We operate a centralized customer call center at our Kirkland headquarters, which handles customer service and support for all of our products. We provide live 24/7/365 technical support for both residential and commercial customers. Our customer service operations utilize technologically advanced software and equipment that enhance interactions with our customers through more intelligent call routing, data management, forecasting and scheduling.

    - Providing our customers with best-in-class support services will remain our priority going forward as we work hard to deliver the best products, a superior value, world-class customer service, and the most reliable network.

    - By accomplishing this, Wave rises above the competition to become the number one choice for broadband products and services.

TIME-LINE and TECHNICAL NOTES

As a potential vendor, if awarded the agreement, within 14 days (or as soon as a meeting can be agreed to), a member of the Wave Voice Team team will meet with School representatives to formulate a final time-line for the project. Wave's intent is to make any design changes to best suit the School's needs. At this same time, a Voice Implementation Manager will be assigned that will work directly with the School to provide on-going updates, request information and provide answers to any School questions.

From start to finish, it is expected that this Hosted Voice Installation will take approximately 8-12 weeks.

Service will be delivered via single-mode fiber to a NID installed at the demarcation point. Handoff will be Ethernet via single-mode fiber on an LC connected.

CPE will be deployed with dual power supplies to ensure fault tolerance. DC power supplies are available for units deployed in a DC-powered data centers.

SUPPORT

Wave has a 24/7/365 NOC that is manned by Wave employees at its headquarters in Kirkland, WA. A full escalation list with contacts, phone numbers and email addresses will be issued to the District at the kickoff meeting following award of contact. All issues flow through Wave's NOC. All tickets are started by a call or an email to noc@wavebroadband.com Wave can also provide the District with a customer portal login user id and password to access traffic utilization.

Wave's High Availability SLA is included in the Master Services Agreement and has been attached separately to this proposal.

Orcutt Union School District will be supported by Wave's regional offices in San Francisco, CA as well as local technical and support personnel that are based in the immediate area.

PRICING NOTE:

Pricing could change upon final selection of seat type and phone sets for each location. Due to short turn-around for RFP Response, NRC costs were estimated and could lower after site visits to determine whether existing wiring at each seat location will suffice. A final budget number can be presented prior to execution of any agreement.

Summary of Wave's Voice Product and the District's Overall Solution

Wave Enterprise Hosted Voice delivers a best-in-class, Cloud-based, Voice-over-IP (VoIP) solution with all premium features and more – including Unified Communications, Messaging, and Mobility – of larger, more expensive phone systems. Our solution addresses complete scalability, manageability, and support, end-to-end, including software and hardware. Wave is your Service Provider and Network Operator, therefore one single point of contact under one billing.

System Design and Implementation

One huge benefit of having Wave to provide Hosted Voice service is that we are already serving your sites with Enterprise-level Fiber-based services that are connected to our core infrastructure which is directly linked to our Voice Switch. We will provide QoS (Quality of Service) and CoS (Class of Service) that will ensure the best user experience. Please see attached Solution Reference Diagram on page 9.

For the implementation part, we will have a dedicated Implementation and Project Management Team solely assigned for OUSD. You will have a responsive single point of contact from project initiation to final completion with regular weekly scheduled meetings or calls. This is the same team who will conduct user training for OUSD employees.

Experience, Expertise, and Capabilities

Wave Business is now in the top 6 as one of the largest nationwide broadband providers. We have combined forces with RCN and GRANDE Communications serving Boston, Chicago, Philadelphia, New York, Washington DC and Texas. We have Point Of Presence across 50+ major Data Centers. We have over 300 private peering connections routing 7 of the world's biggest Tier 1 Providers. We take pride with our employees' expertise, experience, and capabilities. We own, manage, operate and support our network – data and voice infrastructure, with 24/7 US-based Network Operations Center, with Contact Centers in California and Washington State.

Cost/Charges

Please refer to the included Wave Quote which details Services, Contract Term, Monthly Recurring Charges, and Non-recurring fees. Applicable taxes and/or surcharges imposed by each State and FCC are not included in the quote. Once agreed, this Quote will be converted to a formal Service Order Agreement for execution.

Warranty, Service, and Support

Wave's Hosted Voice is an end-to-end service. Wave is responsible for the installation, implementation, training, management, and support. The warranty, service, and support on any equipment, hardware or software covered by our Hosted Voice Solution. This quote is for a lease-type option under a contract term and/or as long as you're using our service, it will cover warranty and support including total replacement of defective, failed or end-of-life equipment. Software update on the portal and UC Client or softphone application is also part of the service.

GENERAL REQUIREMENT RESPONSES

The District requests the following general features to be provided:

ID#	Feature	Wave Comply
A1	Integrated Corporate Directory (describe)	Yes
A2	End-user interface for configuring devices	Yes
A3	Programmable auto-attendants	Yes
A4	Unlimited auto-attendants	Yes
A5	Programmable Call Queue	Yes
A6	Conforms to FCC requirements for Enhanced 911 (Explain process)	Yes
A7	Four or six digit extension dialing	Yes
A8	Hunt Groups	Yes
A9	Ability to tag an extension for reporting/billing purposes	Yes
A10	Failover for extensions	Yes
A11	Announcement line	Yes
A12	9-1-1 notification	Yes
A13	Reporting by tag, extension, hunt group including:	Yes
	• tag/department/extension	Yes
	• number of calls incoming	Yes
	• number of calls outgoing	Yes
	• billable numbers dialed	Yes
A14	Reporting for call queues including:	Yes
	• number of calls incoming/outgoing	Yes
	• time to answer	Yes
	• time on hold	Yes
	• disposition of call (answered or forwarded)	Yes
	• extension handling call	Yes
	• lost/abandoned calls	Yes
A15	Configurable day/night mode for Hunt Groups	Yes
A16	Programmable call flow	Yes
A17	Always on and On-demand call recording	Yes
A18	Ability to have electronic bill presentment broken down by department and/or extension, billable charges by extension, hunt group, or DID	Yes
A19	Redundant phone servers/call managers in separate geographic areas	Yes
A20	Capability to replace an extension with a spare phone (explain process)	Yes
A21	Provide a wide range of phone types including:	Yes
	• Basic phone	Yes
	• Soft phones	Yes
	• Video phones	

	• Multiline phones	Yes
	• Expansion ports for secretaries	Yes
	• Wireless phones	Yes
	• Blue-tooth capable phones	Yes
A22	Programmable hold music/message by department, Hunt Group, or extension	Yes
A23	Ability to block certain toll calls	Yes
A24	Ability to block nuisance callers	Yes
A25	Ability to route specific incoming calls to an extension	Yes
A26	Ability to page a hunt group or all extensions	Yes
A27	Overhead paging interface	Yes
A28	Incoming Fax to e-mail	
A29	D2A device for modems and/or faxes	Yes
A30	Instant messaging presence	Yes
A31	Video person to person or conference calls	Yes
A32	Voice bridge capabilities and ability to interface into meeting invites	Yes
A33	WebEx or similar conferencing capabilities	Yes
A34	LDAP/AD integration	Yes
A35	Ability for phone system to migrate or implement from PRI circuits to SIP trucks to reduce/eliminate long distance charges	Yes

B. Extensions:

The District requires the following features:

ID#	Feature	Wave Comply
B1	Call Hold	Yes
B2	Do not Disturb	Yes
B3	Call Pickup from extension	Yes
B4	Call Pickup from Hunt Group	Yes
B5	Call Waiting	Yes
B6	Call transfer	Yes
B7	Call Forward All	Yes
B8	Call Forward Busy	Yes
B9	Call Forward No answer	Yes
B10	Voicemail	Yes
B11	Distinctive Ring	Yes
B12	Unique four digit extension	Yes
B13	Enhanced 911 address	Yes
B14	DID number and/or Hunt Group number	Yes
B15	Extension monitoring by light/display	Yes
B16	Incoming message/voicemail light/display	Yes

B17	AutoDial	Yes
B18	Caller ID	Yes
B19	Three way calling	Yes
B20	Follow me	Yes
B21	Speed Dial	Yes
B22	Memory Buttons	Yes
B23	Redial	Yes
B24	Busy Redial	Yes
B25	Outlook integration	Yes
B26	Password or other restriction for billable long distance	Yes
B27	Ability to reassign E911 address for mobile/travelling workers	Yes
B28	Conference Calling (include maximum number of participants)	Yes
B29	Forward call to extension voicemail	Yes
B30	Difference messages for no answer or busy/DND	Yes

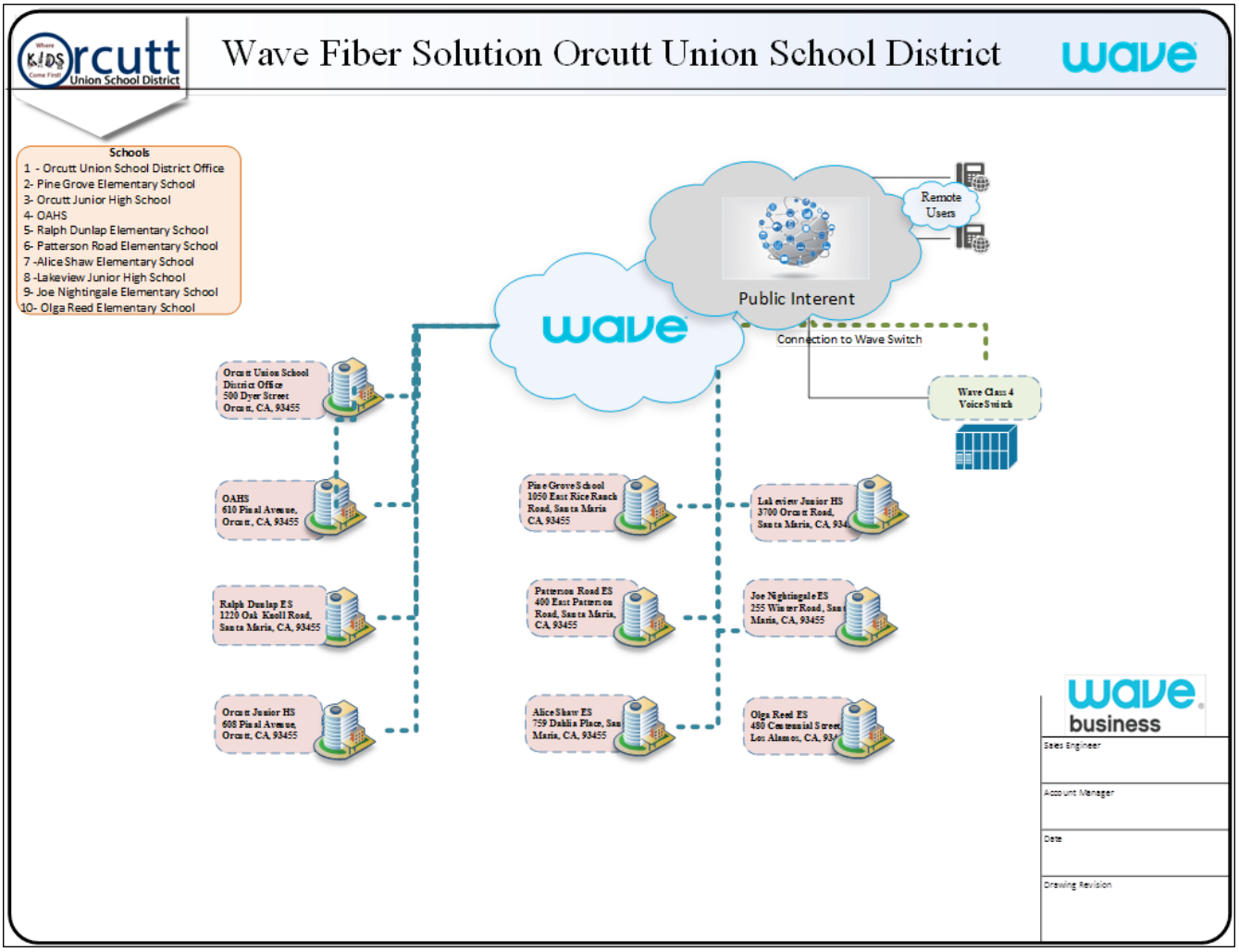
C: Voicemail

The District is requiring that the voicemail system have the following features:

ID#	Feature	Wave Comply
C1	Time and Date of call	Yes
C2	Extension or number of caller	Yes
C3	Message	Yes
C4	Save message	Yes
C5	Delete message	Yes
C6	Forward/copy message to extension	Yes
C7	Forward/copy message with annotation to extension	Yes
C8	Forward/copy message to multiple extensions	Yes
C9	Text notification to recipient	Yes
C10	Voicemail forward/copy to e-mail	Yes
C11	Remote voicemail retrieval (explain process)	Yes

E. System Documentation	Wave Comply
As part of the Project Scope, the selected vendor will develop and provide documentation that describes the features and functions of the proposed application software. The documentation shall be provided for both users and the technical personnel who will administer and maintain the system. It is desirable that differing levels of documentation (user documentation and technical documentation) exist. The selected vendor shall provide documentation in web-based and PDF forms for each application module.	Wave will provide requested documentation

PROPOSED NETWORK DESIGN



HOSTED VOICE REFERENCES

1. **Chinook Winds Resort and Hotel**
   - **1777 NW 44th St, Lincoln City, OR 97367**
   - **530 Hosted Voice Seats**
   - **IT Contact: Randy Fisher, randyf@cwcr.com**

2. **Central Welding Supply**
   - **13300 38th Ave NE, Marysville, WA 98271**
   - **26 Locations**
   - **256 Hosted Voice Seats**
   - **IT Contact: Brian Cunningham, briancunningham@centralwelding.com**

3. **Ackerman Charter District School**
   - **13777 Bowman Road, Auburn, CA 95603**
   - **46 Hosted Voice Seats**
   - **IT Contact: Ian Byerrum, ibyerrum@ackerman.k12.ca.us**

4. **Dwayne Lane Auto Group**
   - **10515 Evergreen Way, Everett, WA 98204**
   - **6 Locations**
   - **178 Hosted Voice Seats**
   - **IT Contact: Sean Rome, srome@dwaynelane.com**

5. **Yelm Community Schools**
   - **107 1st Street South, Yelm, WA 98597**
   - **10 Locations**
   - **450 Hosted Voice Seats**
   - **IT Contact: Jonathan Maynard, jonathan_maynard@ycs.wednet.edu**

HOSTED VOICE PROPOSED PRICING (Subject to change upon final verification of seats and sets at District locations)

Orcutt USD HOSTED VOICE PRICING PROPOSAL

SERVICE	QUANTITY	MRC	NRC
Common Area Seat - Local	283	$2,405.50	$0.00
Common Area Seat - Domestic	7	$91.00	$0.00
Extension Seat	65	$195.00	$0.00
Extension Seat Call Path	12	$138.00	$0.00
Business Premuim Seat	67	$1,005.00	$0.00
EQUIMPMENT LEASE			
Polycom IP 6000	7	$148.69	$0.00
Polycom VVX 101	348	$780.21	$0.00
Polycom VVX 401	45	$237.69	$0.00
Polycom VVX 601	22	$249.96	$0.00
Polycom VVX Expansion Module	3	$23.94	$0.00

TOTAL		$5,274.99	$0.00

Pricing will be confirmed after final selection of Seats and Phone Sets by District