

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, October 12, 2016
Closed Session – 6:45 P.M.
Public Session – 7:15 P.M
Olga Reed School Gymnasium
480 Centennial Street
Los Alamos, CA

CALL TO ORDER 6:45 P.M.

- A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO PUBLIC SESSION 7:15 P.M.

- B. Public Report on Action Taken in Closed Session

- C. Adoption of October 12, 2016 Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

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

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

D. Superintendent's Report

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

1. OCAF Report
2. Physical Education in Los Alamos
3. Parents in Action
4. PLC Update

E. Public Comment

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

F. Written Communication

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

CONSENT AGENDA ITEMS

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting September 14, 2016
- E. Quarterly Report on Williams/Valenzuela Uniform Complaints – July-September 2016
- F. Surplus Items
- G. Board Policy 5146, Married/Pregnant/Parenting Students for second reading
- H. Board Policy 6142.7, Physical Education and Activity for second reading
- I. Board Policy 6164.2, Guidance/Counseling Services for second reading

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

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Gifts

The following items were donated to the music department by iCan (Incredible Children's Art Network):

- Complete set of Sonor brand "Orff" xylophone instruments w/ accessories
- 2 Yamaha trumpets w/ cases (one is a "pocket" style)
- 3 Yamaha trombones w/ cases
- 2 Yamaha clarinets w/ cases and spare reeds
- 1 Yamaha flute w/ case
- 15 Musicians chairs w/ rolling rack
- 14 Music stands w/rolling rack
- 1 Instrument storage cabinet w/ 10 shelves (lockable)
- 2 tamborines
- 1 saxophone case
- 1 "Boomwhacker" activity book
- 4 Musical notation white boards w/ stands and marker supply
- 1 Box of various "Music Mind Games" instructional materials and teacher's textbook
- 1 bag of miscellaneous office / classroom expendable materials
- 1 Rolling filing cart with 2 sets of plastic storage bins
- 2 Steel bookshelf units
- 2 Steel cabinets w/ sliding doors
- 2 Steel 4-drawer lateral filing units
- 1 Music instrument storage cabinet

Lakeview Jr. High received a donation of \$40 to repair a dryer in the Home Economics classroom from Sara Torres.

Staff recommends that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to iCan (Incredible Children's Art Network) and Sara Torres.

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Items from the Board

GENERAL ANNOUNCEMENTS


Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, November 16, 2016, beginning with Public Session at 6:45 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. A Special Curriculum Board Meeting will be held October 26, 2016 beginning at 6:00 p.m. in the District Office Board Room.

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
 October 12, 2016

TO: Deborah Blow, Ed.D. 

SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Bacon Joanna	Transportation	Bus Driver	18/2	3.00	\$17.51/hr	09/19/16	Permanent/Probationary
Contreras Laura	Pupil Services	Inst Assistant I			\$13.36/hr	09/19/16	Substitute
Contreras Laura	Pupil Services	Inst Assistant II			\$13.69/hr	09/19/16	Substitute
Hiramatsu Dale	Pupil Services	Inst Assistant I	11/1	3.50	\$14.03/hr	09/27/16	Permanent/Probationary
Hiramatsu Dale	Pupil Services	Inst Assistant I				09/29/16	Resignation
Keelin Cynthia	Child Nutrition	Sr. Child Nutrition Cook				09/28/16	Resignation
Klucker Susan	Child Nutrition	Child Nutrition Worker			\$12.10/hr	09/23/16	Substitute
Landron Mary	Transportation	Bus Driver	18/2	4.20	\$17.51/hr	09/19/16	Permanent/Probationary
Lovitz Lisa	District	Office Assistant			\$14.38/hr	10/10/16	Substitute
Sullivan Leslie	District	Office Assistant			\$14.38/hr	10/05/16	Substitute

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson
Assistant Superintendent of Human Resources

DATE: Board Meeting of October 12, 2016

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Alberry, Benjamin	District	IV-1	\$50,112	2016-17	Completed units for Movement
Alnas, Rachel	Orcutt	Hourly	\$25	2016-17	ELD, 22 hrs wk
Barba, Patti	Shaw	Extra Duty Pay	\$1000	2016-17	Combo Class
Barker, Zack	District	Extra Duty	\$40/hr	2015-16	Before School Band, 58.5 hrs
Brickey, Patrick	Lakeview	Extra Duty	\$40/hr	8/25/16 8/23-8/30/16	Worked prep, 1 hr Homework Club, 2 hrs
Burch, Dawn Ann	Orcutt	Extra Duty	\$40/hr	6/22/16	ELD Intervention Planning, 6 hrs
Cleveland, Paul	Lakeview	Extra Duty	\$40/hr	8/1-8/30/16	Sysop, 5 hrs
Cordero, Linda	Olga Reed	Daily	\$300	8/24-8/31/16	Sub Admin, 2 days
Cornwell, Karen	Patterson	Hourly	\$40	8/3-8/4/16	Summer Compass, 8 hrs
Cutler, Elizabeth	Lakeview	Extra Duty	\$40/hr	8/24-8/31/16	Intervention, 1 hr
Danielson, Lisa	Nightingale	Hourly	\$40	7/6-8/10/16	Summer Compass, 49 hrs
Dean, Michaela	Pine Grove	IV-1	\$50,112	2016-17	Completed units for Movement
Ferrari, Ted	Orcutt	Extra Duty	\$40/hr	8/18-8/19/16	Worked Prep, 5.5 hrs
Fife, Ragan	Shaw	Daily	\$300	10/14/15	Sub Admin, 1 day
Fife, Susan	District	Hourly	\$25	8/22-8/29/16	Proctor, DiBels, 28 hrs
Ginter, Rhonda	Patterson	Extra Duty Pay	\$1000	2016-17	Combo Class
Golden, Cassandra	Dunlap	Hourly	\$40	8/17-8/31/16	Long Term Sub Planning, 6 hrs
Harlow, Kayla	Dunlap	Hourly	\$40	8/2/16	Summer Compass, 4 hrs
Hughes, Michelle	District	Hourly	\$25	8/23-8/31/16	Proctor, CELDT, 31 hrs

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Johnson, Jasmine	Orcutt	Extra Duty	\$40/hr	8/30/16	Detention, 1 hr
Krausse, Sheila	District	Hourly	\$25	8/23-8/31/16	Proctor, CELDT, 36.5 hrs
Kuykendall, Colleen	Patterson	Extra Duty	\$40/hr	8/1-8/4/16	CPM Training, 24 hrs
Manfredi, Patricia	Lakeview	Extra Duty	\$40/hr	8/23-8/30/16	Homework Club, 3 hrs
Manich, Cher	District	Extra Duty	\$40/hr	8/3-8/4/16	Report Card Committee, 11 hrs
McDermott, Cynthia	District	Hourly	\$50	8/10-8/12/16	New Teacher Training, 7 hrs
			\$25	7/26-8/2/16	Sub Training, 12.5 hrs
				8/25-8/26/16	Proctor, DiBels, 11 hrs
Meyer, Karen	Dunlap	Extra Duty Pay	\$1000	2016-17	Combo Class
Miller, Naomi	Orcutt	Stipend	\$1498*	2016-17	Cheer Advisor, split
Mitchell, Chelsea	Orcutt	Extra Duty	\$40/hr	8/18-8/19/16	Worked Prep, 3.5 hrs
Moreno, Saul	Olga Reed	I-1	\$44,410	10/3/16	Temporary, 100%
Morgan, Nancy	Olga Reed	Hourly	\$25	2016-17	Garden, 6 hrs wk
Oliver, Michelle	District	Hourly	\$25	8/23-8/30/16	Proctor, DiBels, 15 hrs
Orozco, Xiaoyan	District	Extra Duty	\$40/hr	8/18-8/30/16	ELD Interpreter, 3 hrs
Papworth, Lara	District	Hourly	\$25	8/18-8/29/16	Proctor, CELDT, 6.5 hrs
Ramos, Rosalyn	Nightingale	Extra Duty	\$40/hr	8/9-8/10/16	Report Card Committee, 7.5 hrs
Riede, Kirsten	Shaw	VI-20	\$93,545	2016-17	Completed Master's Program
Riezebos, Analise	Shaw	Hourly	\$40	8/22-8/31/16	Long Term Sub Planning, 6 hrs
Sanders, Gregory	Lakeview	Extra Duty	\$40	8/25/16	Homework Club, 1 hr
Saylor, Garry	District	Hourly	\$40	8/3/16	Summer Compass, 4 hrs
Saylor, Jennifer	District	Hourly	\$40	8/2/16	Summer Compass, 4 hrs
Scarry, Jill	Orcutt	Extra Duty	\$40/hr	6/16-6/22/16	ELD Intervention Planning, 16 hrs
Severance, Bob	Shaw	Hourly	\$40	8/19-8/22/16	Long Term Sub Planning, 3 hrs
Smith, Timothy	Lakeview	Extra Duty	\$40/hr	8/1-8/4/16	CPM Workshop, 24 hrs
Tummolo, Launi	Lakeview	Extra Duty	\$40/hr	8/24-8/31/16	Homework Club, 2 hrs

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
VanAllen, William	Lakeview	Extra Duty	\$40/hr	8/25-8/30/16	Detention, 2 hrs
Whitney, Lois	District	Hourly	\$25	8/23-8/30/16	Proctor, CELDT, 26.5 hrs
Whitted, Dana	District	Hourly	\$25	8/22-8/29/16	Proctor, DiBels, 30 hrs
Wilkanoski, Lisa	Olga Reed	Extra Duty	\$40/hr	8/3-8/4/16	Report Card Committee, 11.5 hrs
Woodruff, Jenna	Nightingale	Hourly	\$25	2016-17	Intervention, hrs
Zucker, Anna	Orcutt	Extra Duty	\$40/hr	6/16-6/22/16	ELD Intervention Planning, 16 hrs

*To be prorated

Warrants

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

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

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
September 14, 2016**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, September 14, 2016 beginning with Mr. Buchanan calling Public Session to order at 6:45 p.m. The Pledge of Allegiance was led by Jan Zilli. Members Present: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips. Administrators Present: Blow, Nicholson, Con, Edds and Fell. It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn to Closed Session at 6:48 p.m. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:15 p.m. and Mr. Buchanan reported that no action was taken in Closed Session. It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the September 14, 2016 agenda as presented. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

SUPERINTEDEDENT'S REPORT

OCAF Executive Director, Ali Bailey, reported that OCAF board members have been attending Back to School Nights encouraging parents to become members of OCAF. The 5th annual Chalk Festival will take place in Old Town Orcutt on September 24th. Again this year OCAF will be supporting the Arts Attack Program in the elementary schools.

PUBLIC COMMENT

OEA President Monique Segura asked for clarification on teacher's classroom budgets. She distributed some literature on Proposition 55 and urged a "Yes" vote. OEA is preparing for negotiations.

WRITTEN COMMUNICATION

Written communication included a letter from Santa Barbara County Education Office approving the 2016-17 LCAP, a letter from the Santa Barbara County Treasurer-Tax Collector's office reporting the fair value of the district GASB 31 deposits as of June 30, 2016 and a "thank you" note from Bob Schmalbach for his retirement plaque and also thanking the Board for their dedication to the OUSD students.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting, August 17, 2016
- E. Completion of Various Flooring Project #001-2016
- F. Hiring of Coaches for 2016-17 School Year

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

ITEMS SCHEDULED FOR ACTION

Gifts

It was moved by Jim Peterson, seconded by Jan Zilli and carried to accept the gift and requested that a letter of acceptance and appreciation be forwarded to Cindy Poggione. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Trips

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the Pine Grove 4th grade trip to the Santa Barbara Maritime Museum to participate in the Before the Mast Tall Ship Program on October 11-12, 2016 and October 12-13, 2016. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the Olga Reed 6th grade trip to the Catalina Island Marine Institute on November 2-4, 2016. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the Olga Reed 5th grade trip to the Santa Barbara Maritime Museum on October 13-14, 2016. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

2016/2017 Resolution No. 6 GANN

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt 2016/2017 Resolution No. 6, GANN Limit Adoption. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Unaudited Actuals

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve and certify the Unaudited Actuals Finance Report, as submitted. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Board Policies for First Reading

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt Board Policy 5146, Married/Pregnant/Parenting Students for first reading and that it is placed on the next Consent Agenda for second reading. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt Board Policy 6142.7, Guidance/Counseling Services for first reading and that it is placed on the next Consent Agenda for second reading. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Public Hearing – Textbook Sufficiency

Mr. Buchanan opened the Public Hearing. There being no discussion the hearing was closed.

2016/2017 Resolution No. 8, Sufficiency of Instructional Materials

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt 2016/2017 Resolution No. 8, Sufficiency of Instructional Materials. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Disposal of Obsolete Textbook and Library Books

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the disposal of library books and instructional materials which fall in the categories described in accordance with district policy. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Educator Effectiveness Plan

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the Educator Effectiveness Plan as submitted. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Local Educational Agency (LEA) Plan

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the revisions to the Local Educational Agency (LEA) Plan, as presented. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Public Hearing – Initial Collective Bargaining Proposal with Orcutt Educators Association (OEA) for 2016/2017

Mr. Buchanan opened the Public Hearing. There being no comments the hearing was closed.

OEA Collective Bargaining Proposal

It was moved by Jan Zilli, seconded by Jim Peterson and carried to accept the initial proposal for negotiations for the 2016/2017 year from the Orcutt Educators Association (OEA). Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the District's Initial Proposal for negotiations with Orcutt Educators Association (OEA) for 2016/2017. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

Public Hearing – Initial Collective Bargaining Proposal with California School Employees' Association (CSEA) Orcutt Chapter #255 for 2016/2017

Mr. Buchanan opened the hearing. There being no comments the hearing was closed.

CSEA Collective Bargaining Proposal

It was moved by Jim Peterson, seconded by Jan Zilli and carried to accept the initial proposal for negotiations for the 2016/2017 year from the California School Employees' Association (CSEA) Orcutt Chapter #255. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the District's Initial Proposal for negotiations with California School Employees' Association (CSEA) Orcutt Chapter #255 for 2016/2017. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

2016/2017 Resolution No. 7, Classified Layoff

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt 2016/2017 Resolution No. 7, Classified Layoff, as presented. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips. Mr. Nicholson informed the Board that the employee being laid off has been reassigned to another position.

2016/2017 Resolution No. 9, Week of the School Administrator

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt 2016/2017 Resolution No. 9, Week of the School Administrator. Ayes: Buchanan, Peterson, and Zilli. Absent: Hatch and Phillips.

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

Dr. Blow reported that she and Rob and Liz attended the Quarterly Schools Meeting earlier in the day. Santa Maria Bonita School District's enrollment is down. The high school will be opening a Performing Arts Center at Pioneer Valley High School and a district Career Education Center.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, October 12, 2016 with Closed Session beginning at 6:45 p.m. followed by Public session at 7:15 p.m. in the Olga Reed Gymnasium, 480 Centennial Street, Los Alamos, CA

ADJOURN

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn the meeting at 8:36 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Rob Buchanan, Clerk, Board of Trustees

Quarterly Report
 on
Williams/Valenzuela Uniform Complaints
 [Education Code § 35186]
{select year}

District: Orcutt Union School District

Name of person completing this form: Alice Salazar

Title of person completing this form: Administrative Assistant

Please provide the date when this information will be reported publicly at the district governing board meeting:

October 12, 2016

Quarterly report submission date (check one):

April (Jan.—March)
 July (April—June)
 October (July—Sept.)
 January (Oct.—Dec.)

General Subject Area	Total no. of complaints	No. of complaints resolved	No. of complaints unresolved
Textbooks and instructional materials	0		
Teacher vacancy or misassignment	0		
Facilities conditions	0		
<i>Valenzuela/CAHSEE</i> intensive instruction and services	0		
TOTALS	0	0	0

Signature of district superintendent

Date



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 12, 2016

BOARD AGENDA ITEM: Surplus Items

BACKGROUND: Some time ago, the district acquired various string instruments for student use. These items, that are listed below, have not been used as band has become the more popular avenue for students. Band uses more of the horn-type instruments so these string instruments have become surplus to our district. It makes good sense for our students to appropriately sell these surplus instruments and reinvest the proceeds into the band program.

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	Description	Location
4	Double Bass with case	Pine Grove
1	Double Bass w/out case	Pine Grove
20	Violins with case	Pine Grove
5	Cello's with case	Pine Grove
1	Small Harp	Pine Grove

RECOMMENDATION: Staff recommends to surplus the items as stated above.

FUNDING: N/A

From: Jeffrey Walker <walker@icansbc.org>

Sent: Tuesday, September 13, 2016 2:18 PM

To: Deborah Blow

Cc: Jaime Alfaro; Scott Stearns; Walter Con; Zachery Barker; Leisa Cosentino

Subject: iCAN Donations to Orcutt Union School District

Hello Debbie,

It was a pleasure meeting and working with the three representatives of Orcutt Union who came by yesterday afternoon to collect our iCAN donations to your district. Mr. Con inquired earlier this morning, and Mr. Barker confirmed, that their trip was an especially good one.

According to my record, the following items have now been received by Orcutt Union School District:

- Complete set of Sonor brand "Orff" xylophone instruments w/ accessories
 - 2 Yamaha trumpets w/ cases (one is a "pocket" style)
 - 3 Yamaha trombones w/ cases
 - 2 Yamaha clarinets w/ cases and spare reeds
 - 1 Yamaha flute w/ case
 - 15 Musicians chairs w/ rolling rack
 - 14 Music stands w/rolling rack
-
- 1 Instrument storage cabinet w/ 10 shelves (lockable)
 - 2 tamborines
 - 1 saxophone case
 - 1 "Boomwhacker" activity book
 - 4 Musical notation white boards w/ stands and marker supply
 - 1 Box of various "Music Mind Games" instructional materials and teacher's textbook
 - 1 bag of miscellaneous office / classroom expendable materials
 - 1 Rolling filing cart with 2 sets of plastic storage bins
 - 2 Steel bookshelf units
 - 2 Steel cabinets w/ sliding doors
 - 2 Steel 4-drawer lateral filing units

A conservative estimation of the total value of these items is \$6,000.

To complete this transaction, I am requesting a formal letter of acknowledgement from your District. Please provide this documentation by no later than next Monday, September 19, 2016.

We at iCAN are thrilled to know that music education will be advanced and supported by our contributions. Thank you for everything that you are doing for the children in your community.

Best,

Jeffry

Jeffry Walker
Executive Director
iCAN
Incredible Children's Art Network ®
222 East Canon Perdido
Santa Barbara, CA 93101

tel: (direct) 805.880.7475

tel: (general) 805.845.5142

icansbc.org



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Lakeview Junior High School Date: 10/6/2016

DONOR: Name: Sara Torres
Address: 3618 Angeles Road, Santa Maria, CA 93455
Phone No. (805) 878 - 5443

GIFT: Item Donated or Cash Donation \$40
Designated for: Part for Lakeview Dryer in Food Class
General Description:
Model No.: Condition: [X] New [] Used
Value (estimated):
Purpose of Gift: to fix a broken dryer in Room 10
Will gift be purchased through Business Services Office? [] Yes [] No
Donor Conditions of Acceptance: none

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

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

Acceptance Requested By (OUSD Staff Member):
Acceptance Approved By (Administrator): Jonathan Dollahite
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.)