

ORCUTT UNION SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
Wednesday, October 14, 2015  
Closed Session – 6:45 P.M.  
Public Session – 7:15 P.M.  
District Office Board Room  
500 Dyer Street, Orcutt, CA 93455

**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 14, 2015 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. Alice Shaw Presentation
3. Orcutt Jr. High Robotics

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 9, 2015
- E. Minutes, Special Meeting, September 28, 2015
- F. Minutes, Special Meeting, October 1, 2015
- G. Board Policy 5111, Admissions for second reading
- H. Williams/Valenzuela Uniform Complaints – July-September 2015

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

Moved \_\_\_\_\_

Second \_\_\_\_\_

Vote \_\_\_\_\_

**ITEMS SCHEDULED FOR ACTION**

**A. GENERAL**

1. Gifts

Ralph Dunlap, Joe Nightingale, Patterson Road and Alice Shawl each received a donation of \$300 from Your Orcutt Youth Organization to be used towards 2015/2016 Outdoor School expenses.

Joe Nightingale received a donation of Beanie Baby dolls from Nancy Austin to use as student prizes/rewards.

Patterson Road received a donation of 15 flat screen monitors from Kevin Dyson to replace old monitors in the classrooms.

Alice Shaw received a donation of \$100 from Theresa Avila for registration and supplies for the Robotics Club, a donation of \$100 from Jim Malins for school supplies and a donation of \$386.04 from Kevin Commick through YourCause LLC Trustee for Pacific Gas & Electric Company Employee Giving. Mr. Commick's donation will purchase supplies for the school garden.

Staff recommends that the Board of Trustees accept this gift and direct that a letter of acceptance and appreciation be forwarded to Your Orcutt Youth Organization, Nancy Austin, Kevin Dyson, Theresa Avial, Jim Malins and Kevin Commick.

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

2. Olga Reed School Trip to Santa Barbara Maritime Museum

Staff requests that the Board of Trustees approve the Olga Reed School overnight trip to the Santa Barbara Maritime Museum on October 29-30, 2015. This trip is provided free to Olga Reed School by the Santa Barbara Maritime Museum.

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

3. American Speech-Language Hearing Association (ASHA) 2015 Annual Convention

Staff requests that the Board of Trustees approve the out-of-state travel for 2 District Speech-Language Hearing Specialists to attend the ASHA Convention in Denver, Colorado November 11-15, 2015.

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

**B. BUSINESS SERVICES**

1. 2015/2016 Resolution No. 6, Housing Community Development (HCD) Trailers No Longer Being Used for School Purposes

Staff recommends that the Board of Trustees adopt 2015/2016 Resolution No. 6, as submitted.

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

C. EDUCATIONAL SERVICES

***Public Hearing – Textbook Sufficiency***

1. 2015/2016 Resolution No. 7, Sufficiency of Instructional Materials

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 7, Sufficiency of Instructional Materials, as submitted.

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

2. Disposal of Obsolete Textbooks and Library Books

Staff recommends that the Board of Trustees approve the immediate disposal, in accordance with district policy, of all library books and instructional materials which fall in the categories described.

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

D. HUMAN RESOURCES

1. 2015/2016 Resolution No. 2, Waiver of Credential Authorization

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 2, Waiver of Credential Authorization.

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

2. 2015/2016 Resolution No. 5, Week of the School Administrator, October 11-17, 2015

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 5 recognizing October 11-17, 2015 as *Week of the School Administrator*.

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

3. Cal Poly State University, SLO Field Experience and Student Teaching Agreement

Staff recommends that the Board of Trustees approve the Cal Poly State University of San Luis Obispo Field Experience and Student Teaching Agreement with the Orcutt Union School District, as submitted.

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 18, 2015**, beginning with Closed Session beginning at 6:45 p.m., Public Session at 7:15 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  
October 14, 2015

TO: Deborah Blow, Ed.D.   
SUBMITTED BY: Don Nicholson, Assistant Superintendent/Human Resources  
SUBJECT: Recommendations for Board Approval

SITE	CLASSIFICATION	CLASS STEP	EFFECTIVE	ACTION INFORMATION
Transportation	Bus Driver		09/01/15	Substitute
MOT	Grounds Maintenance, Lead		10/16/15	Resignation
Ralph Dunlap	Inst Assistant I		09/30/15	Resignation
Alice Shaw	Media Specialist		01/22/16	Request Participation in Early Retirement Incentive Program
Transportation	Bus Driver	18/2	9/21/15	Permanent/Probationary
Joe Nightingale	Inst Assistant II		10/02/14	Retirement
ELC	Preschool Instructor	20/5	09/23/15	Permanent/Probationary
Child Nutrition	Cashier		10/28/15- 11/10/15	Request Leave without Pay

# 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 14, 2015

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

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Olga Reed	Hourly	2015-16	Title 1, 16 hrs wk
Nightingale	Hourly	2015-16 8/31/15	ELD, 23 hr wk ELD Meeting, 5.75 hrs
Patterson	Hourly	2015-16	Intervention, 27.5 hrs wk After School Computer Lab, 3 hrs wk
Nightingale	Hourly	2015-16 8/30/15	ELD, 23 hr wk ELD Meeting, 5.75 hrs
Orcutt	Hourly	2015-16 8/31/15	ELD, 22 hr wk ELD Meeting, 2.5 hrs
District	II-5	09/14/15	Additional .08 FTE
Shaw	Hourly	2015-16	Intervention, 20 hrs wk
District	Extra Duty	8/26/15	Back to School Night, 1 hr
Pine Grove	Hourly	2015-16	Intervention, 16 hrs wk
District	Hourly	8/24-8/28/15	Intervention, 31 hrs
District	Hourly	8/20/15	CELDT, 1.25 hrs
Olga Reed	III-1	2015-16	Temporary, 100%
District	Daily	9/8-9/10/15	Sub Principal, 3 days
Dunlap	Hourly	2015-16 8/31/15	ELD, 13 hrs wk ELD Meeting, 4 hrs
District	Extra Duty	8/26/15	Back to School Night, 1 hr
Shaw	V-6	2015-16	Units for column movement
District	Hourly	8/20/15 8/20-8/27/15	Intervention, 2 hrs CELDT, 3.5 hrs
District	Daily	9/8-9/10/15	Sub Principal, 3 days

\*To be prorated

<i><b>SCHOOL</b></i>	<i><b>CLASS/ STEP</b></i>	<i><b>EFFECTIVE DATE</b></i>	<i><b>ACTION INFORMATION</b></i>
District	Hourly	8/28-8/31/15	CELDT, 10.5 hrs
Patterson	Hourly	2015-16 8/20-8/28/15 8/31/15	ELD, 21 hr wk Intervention, 24 hrs ELD Meeting, 4 hrs
Orcutt	VI-20 Extra Duty	2015-16 8/26/15	Completed MA for column movement Worked Prep Period, 1 hr
District	Hourly	8/20-8/31/15	CELDT, 35 hrs
Olga Reed	III-1	09/28/15	Temporary, 100%
Olga Reed	Extra Duty	8/4-8/58/15	Chromebooks, 8 hrs
District	Daily	8/31/15	RSP Teacher, 1 day
Shaw	Hourly	2015-16	ELD, 21 hr wk
District	Hourly	8/24-8/28/15	CELDT, 10.25 hrs
District	Extra Duty	8/26/15	Back to School Night, 1 hr
District	Hourly	8/4-8/12/15	Summer Compass Program, 16 hrs
Pine Grove	Hourly	2015-16 8/31/15	ELD, 17 hr wk ELD Meeting, 4 hrs
District	Hourly	8/31/15	Intervention, 4 hrs
Orcutt	VI-20	2015-16	Additional .20 FTE
Lakeview	Hourly	2015-16 8/31/15 8/20/15 8/20-8/26/15	ELD, 22.32 hr wk ELD Meeting, 4 hrs CELDT, .5 hrs Intervention, 24.75 hrs
Dunlap	Hourly	2015-16	Intervention, 30 hrs wk
District	Hourly	8/4-8/5/15	Summer Compass Program, 8 hrs
Patterson	Hourly	2015-16	Intervention, 27.5 hrs wk
Olga Reed	Hourly	2015-16	Title 1, 22 hrs wk
Lakeview	Hourly	2015-16	Intervention, 24 hrs wk
Orcutt	Extra Duty	8/26/15	Worked Prep Period, 1 hr
Pine Grove	VI-20	2015-16	Completed units for column movement

\*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 9, 2015**

**CALL TO ORDER**

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, September 9, 2015 beginning with Mr. Hatch calling Public Session to order at 6:45 p.m. The Pledge of Allegiance was led by Liz Phillips. Members Present: Buchanan, Hatch, Peterson Zilli and Phillips. Absent: None Administrators Present: Blow, Edds, Nicholson, Con and Fell. Absent: None

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adjourn to Closed Session at 6:47 p.m. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 7:23 p.m. and Mr. Hatch reported that no action was taken in Closed Session. It was moved by Jan Zilli, seconded by Liz Phillips and carried to adopt the September 9, 2015 agenda, as presented. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli...

**SUPERINTEDENT'S REPORT**

Dr. Blow reported that Orcutt Children's Arts Foundation (OCAF) was in the middle of their annual membership drive and board members have been speaking at each Back to School Night. The OCAF Chalk Festival will be held on September 26<sup>th</sup> in Old Town Orcutt and should be a very enjoyable day. OCAF is currently looking for a new Executive Director.

Dr. Blow thanked Dr. Edds for putting together another great Staff Development Day (September 4<sup>th</sup>) with so many options for staff to choose from. The Los Alamos Library dedication was well attended on September 12<sup>th</sup>.

**PUBLIC COMMENT**

OEA President, Monique Segura, reported that membership has increased to 236 members. She thanked Superintendent Blow for her site visits and thanked the Board for giving direction to increase the District's contribution toward health premiums for 2015/2016. Monique has implemented a contract "fun fact" to make members more aware of their contract. She is also looking forward to setting up monthly meetings with a Board member.

**CONSENT AGENDA ITEMS**

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting, August 19, 2015
- E. Board Policy 3312, Contracts, for second reading
- F. Board Policy 0460, Local Control and Accountability Plan, for second reading
- G. Board Policy 5113.1, Chronic Absence and Truancy, for second reading
- H. Board Policy 5125, Student Records, for second reading
- I. Board Policy 5126, Awards for Achievement, for second reading
- J. Board Policy 6158, Independent Study, for second reading
- K. Board Policy 6170.1, Transitional Kindergarten, for second reading
- L. Board Policy 6174, Education for English Language Learners, for second reading
- M. Surplus Items
- N. Hiring of Coaches for 2015-16 School Year
- O. Memorandum of Understanding with Santa Barbara County Education Office, Migrant Education Program, Region XVIII

It was moved by Jim Peterson, seconded by Liz Phillips and carried to approve Consent Agenda Items A through O as submitted. . Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

## **ITEMS SCHEDULED FOR ACTION**

### **OCAF Budget**

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to approve the OCAF 2015/2016 budget, as submitted. Ayes: Buchanan, Hatch, Phillips, Zilli Noes: Peterson

### **Trips**

It was moved by Liz Phillips, seconded by Jim Peterson and carried to approve the Pine Grove 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade trips to participate in the Santa Barbara Maritime Museum's Before the Mast Tall Ship Program on October 5-7, 2015. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

It was moved by Jan Zilli, seconded by Liz Phillips and carried to approve the Olga Reed School 6<sup>th</sup> grade trip to Catalina Island Marine Institute on September 16-18, 2015. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

### **SVA Contract**

It was moved by Jim Peterson, seconded by Liz Phillips and carried to approve the SVA Architects agreement as presented. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

### **Unaudited Actuals Finance Report**

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

### **2015/2016 Resolution N. 4, GANN Limit Adoption**

It was moved by Jan Zilli, seconded by Liz Phillips and carried to adopt 2015/2016 Resolution No. 4, GANN Limit Adoption, as submitted. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

### **School Bus Purchase**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the purchase of a 2015 Bluebird bus for \$105,137 from AZ Bus Sales. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli. The Board complimented Mr. Con for finding this great opportunity. Mr. Con stated that the thanks belong to Administrative Assistant Alice Salazar and Mechanic, Tim Romine.

### **Board Policy 5111, Admissions**

It was moved by Liz Phillips, seconded by Jan Zilli and carried to adopt Board Policy 5111, Admissions for first reading and place it on the next Consent Agenda for Second Reading. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

### **Internship Credential Program Agreement**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the National University Internship Credential Program Agreement with the Orcutt Union School District. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

### **Ratification of Updated Agreements and Public Disclosure of Proposed Agreements**

It was moved by Liz Phillips, seconded by Jan Zilli and carried to approve the agreements with Orcutt Union School District Classified, Certificated, Confidential and Management employee groups effective July 1, 2015. Ayes: Buchanan, Hatch, Peterson, Phillips and Zilli.

## **GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, October 14, 2015 beginning with Public Session at 7:15 p.m. in the District Office Board Room., 500 Dyer Street, Orcutt, CA.

## **ADJOURN TO CLOSED SESSION**

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adjourn the meeting to Closed Session at 8:18 p.m.

## **RECONVEND TO PUBLIC SESSION**

The meeting reconvened to Public Session at 9:05 p.m. and Mr. Hatch reported that no action was taken in Closed Session. It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adjourn the meeting at 9:10 p.m.

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Deborah L. Blow, Ed.D. Board Secretary

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Lizabeth Phillips, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
September 28, 2015**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, September 28, 2015, beginning with Mr. Hatch calling Public Session to order at 6:30 p.m. Rob Buchanan led the Pledge of Allegiance. Members Present: Hatch, Buchanan, Phillips and Peterson. Absent: Zilli. Administrators Present: Blow, Nicholson and Conn.

It was moved by Liz Phillips, seconded by Rob Buchanan and carried to adopt the September 28, 2015 agenda, as presented. Ayes: Hatch, Peterson, Buchanan, and Phillips.

Mr. Hatch announced that given the nature of this meeting, Public Comment tonight, cannot contain anything that would be considered testimony as part of the Grievance. Witness testimony regarding the grievance should be presented during the grievance presentation.

**Grievance Hearing**

A Level Three grievance hearing was called to order to consider the grievance filed by the Orcutt Educators Association (OEA). Representing OEA were Monique Segura, The OEA President; Steve Blackie, Outgoing Grievance Chair; and Scott Gelotti, Incoming Grievance Chair. OEA made their presentation which included public testimony from teachers Don Robertson, Heather Penk, Lorna Gutshall, Launi Tummolo, Debra Hart, Patty Barba, Liz Trujillo, Gerald Lindemulder, John Chamberlain, Laura Rodgers Ahler and Karen Cummings. Following OEA's presentation the Board was allowed time to ask questions.

Don Nicholson, Assistant Superintendent of Human Resources, presented the case for the District.

Following Mr. Nicholson's presentation the Board was allowed time to ask questions.

The hearing was closed and the Board of Trustees went into private deliberations at 7:26 p.m.

**Decision of the Board**

The Board of Trustees came out of private deliberations at 8:10 p.m. It was moved by Jim Peterson, seconded by Rob Buchanan and carried that the Board of Trustees grant the grievance and apply the Orcutt Educators Association remedy. Mr. Hatch called for a roll call vote. Board Clerk Liz Phillips: Yes, Board Member Buchanan: Yes, Board Member Peterson: Yes, Board President Hatch: Yes, Board Member Zilli: Absent

**ADJOURN**

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adjourn the meeting at 8:15 p.m.

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Deborah Blow, Ed.D., Board Secretary

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Lizbeth Phillips, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
BOARD RETREAT  
October 1, 2015**

**CALL TO ORDER**

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Thursday, October 1, 2015 at the Radisson Hotel, 3455 Skyway Drive, Santa Maria, CA beginning with Mr. Hatch calling Public Session to order at 12:00 p.m. Rob Buchanan led the Pledge of Allegiance. Members Present: Hatch, Zilli, Buchanan Phillips and Peterson. Absent: None. Administrator Present: Blow. It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the October 1, 2015 agenda, as presented. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**ADJOURN TO CLOSES SESSION**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn to Closed Session at 12:05 p.m. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

**RECONVENE AND ADJOURN**

The meeting reconvened to Public Session at 2:47 p.m. and Mr. Hatch reported that no action was taken in Closed Session. It was moved by Jim Peterson, seconded by Liz Phillips and carried to adjourn the meeting at 2:50 p.m. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

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Deborah Blow, Ed.D., Board Secretary

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Lizabeth Phillips, Clerk, Board of Trustees

Quarterly Report  
on  
Williams/Valenzuela Uniform Complaints  
[Education Code § 35186]

2015

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 14, 2015

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		
Valenzuela/CAHSEE intensive instruction and services	0		
<b>TOTALS</b>	0	0	0

\_\_\_\_\_  
Signature of district superintendent

\_\_\_\_\_  
Date



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Ralph Dunlap Elementary Date: 9/28/2015

**DONOR:** Name: Your Orcutt Youth Organization  
Address: P.O. Box 2094 Orcutt CA 93455  
Phone No. 805-937-3906

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$ 300.00  
(Fill in if money is donated)

Designated for: Outdoor School Fund for 2015-16 School year

General Description: \_\_\_\_\_

Model No.: \_\_\_\_\_ Condition:  New  Used

Value (estimated): \_\_\_\_\_

Purpose of Gift: Outdoor School Donation

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): Carol J. Sutton

Acceptance Approved By (Administrator): *Carol J. Sutton*

RECOMMENDATIONS: Principal or District Representative \_\_\_\_\_

BOARD ACTION: Date Accepted: \_\_\_\_\_ Date Denied: \_\_\_\_\_

**Please submit request to the Superintendent's Office.** (If denied, explanation is on reverse side of this form.)





ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale School Date: 10-1-2015

DONOR: Name: Your Orcutt Youth Organization
Address: PO Box 2094, Orcutt, CA. 9357
Phone No. 805-937-3906

GIFT: Item Donated or Cash Donation \$ 300.00
Designated for: Outdoor School
General Description: \$300.00 check for Outdoor School
Model No.: N/A Condition: [X] New [X] Used
Value (estimated): \$300.00
Purpose of Gift: Outdoor school fund to use towards scholarships.
Will gift be purchased through Business Services Office? [ ] Yes [X] No
Donor Conditions of Acceptance: To use for Outdoor school tuition.

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

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

Acceptance Requested By (OUSD Staff Member): Terry Garnica, Office Manager
Acceptance Approved By (Administrator): Julie Kozel, Principal

RECOMMENDATIONS: Principal or District Representative

BOARD ACTION: Date Accepted: Date Denied:

Please submit request to the Superintendent's Office. (If denied, explanation is on reverse side of this form.)



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Patterson Road Date: 9-23-15

DONOR: Name: Your Orcutt Youth Organization
Address: P.O. Box 2094, Orcutt, CA 93457
Phone No. 937-3906

GIFT: Item Donated or Cash Donation \$ 300.00
Designated for: 6th grade Outdoor School
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 [ ] 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): Kate McInerney
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.)



# Shaw Elementary School

759 Dahlia Place  
Santa Maria, California 93455  
*Orcutt Union School District*  
www.aliceshawschool.net

Phone: (805) 938-8850

Fax: (805) 938-8899

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Date 09/28/15

Dr. Blow  
Superintendent &  
The Board of Trustees  
Orcutt Union School District  
501 Dyer St.  
Orcutt, CA 93455

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$300.00 from Your Orcutt Youth Organization.

This donation will be used to sponsor a student to attend Outdoor School. We thank Your Orcutt Youth Organization for this donation and appreciate their support.

Sincerely,

  
\_\_\_\_\_  
Principal

Cc:  
Your Orcutt Youth Organization  
P.O. Box 2094  
Orcutt CA 93457



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Shaw Elementary School Date: 9/28/2015

**DONOR:** Name: Your Orcutt Youth Organization  
Address: P.O. Box 2094 Orcutt, CA. 93457  
Phone No.: 805-937-3906

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$ 300.00  
(Fill in if money is donated)  
Designated for: Outdoor School  
General Description: \_\_\_\_\_  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \_\_\_\_\_  
Purpose of Gift: Sponsor a student for Outdoor School  
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?  
If yes, what type? \_\_\_\_\_

Acceptance Requested By (OUSD Staff Member): Natalie Ortega / Office Manager  
Acceptance Approved By (Administrator): *J. Juarez*  
RECOMMENDATIONS: Principal or District Representative \_\_\_\_\_

BOARD ACTION: Date Accepted: \_\_\_\_\_ Date Denied: \_\_\_\_\_

**Please submit request to the Superintendent's Office.** (If denied, explanation is on reverse side of this form.)



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Joe Nightingale Date: 10-01-2015

**DONOR:** Name: Nancy Austin  
Address: 655 Doverlee Drive, Orcutt, CA. 93455  
Phone No. 805-937-3726

**GIFT:** Item Donated Beanie Baby Dolls or Cash Donation \$ \_\_\_\_\_  
(Fill in if money is donated)  
Designated for: Student prizes / rewards  
General Description: 90-95 Beanie Baby Dolls (misc. sizes and colors)  
Model No.: N/A Condition:  New  Used  
Value (estimated): New: approx. \$600 Used: approx. \$300  
Purpose of Gift: To use as student prizes / rewards.  
Will gift be purchased through Business Services Office?  Yes  No  
Donor Conditions of Acceptance: None

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

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

Acceptance Requested By (OUSD Staff Member): Terry Garnica, Office Manager  
Acceptance Approved By (Administrator): Julie Kozel, Principal

RECOMMENDATIONS: Principal or District Representative \_\_\_\_\_

BOARD ACTION: Date Accepted: \_\_\_\_\_ Date Denied: \_\_\_\_\_

**Please submit request to the Superintendent's Office.** (If denied, explanation is on reverse side of this form.)



**ORCUTT UNION SCHOOL DISTRICT**  
**REQUEST FOR ACCEPTANCE OF GIFT**

**SCHOOL:** Patterson Road Date: 9-23-15

**DONOR:** Name: Kevin Dyson  
Address: 730 Brandy Ct, Santa Maria, CA 93454  
Phone No. 268-4932

**GIFT:** Item Donated 15 flat screen monitors or Cash Donation \$ \_\_\_\_\_  
(Fill in if money is donated)  
Designated for: classrooms  
General Description: \_\_\_\_\_  
Model No.: \_\_\_\_\_ Condition:  New  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  No
- B. What type of installation is required? Replace old monitors  
in classrooms
- 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): Kate McCherny  
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.)



# Shaw Elementary School

759 Dahlia Place  
Santa Maria, California 93455  
*Orcutt Union School District*  
www.aliceshawschool.net

Phone: (805) 938-8850

Fax: (805) 938-8899

---

Date 9/28/15

Dr. Blow  
Superintendent &  
The Board of Trustees  
Orcutt Union School District  
501 Dyer St.  
Orcutt, CA 93455

Dear Dr. Blow:

On behalf of Shaw Elementary School, I am requesting that the Board of Trustees accept a donation of \$100.00 from Theresa Avila for Robotics Club.

This donation will be used to purchase registration and supplies. We thank Theresa Avila for this donation and appreciate their support.

Sincerely,

  
Principal

Cc: Donor  
Theresa Avila  
3536 Dakota Dr. Apt A  
Santa Maria, CA 93455



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Shaw Elementary School Date: 9/28/2015

**DONOR:** Name: Theresa Avila  
Address: 3536 Dakota Dr., Apt. A Santa Maria CA 93455  
Phone No. \_\_\_\_\_

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$ 100.00  
(Fill in if money is donated)  
Designated for: Robotics Club  
General Description: \_\_\_\_\_  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \_\_\_\_\_  
Purpose of Gift: To help the robotics team with registration, robot and battery  
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?  
If yes, what type? \_\_\_\_\_

Acceptance Requested By (OUSD Staff Member): Natalie Ortega / Office Manager  
Acceptance Approved By (Administrator): *J. Hernandez*  
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.)





# Shaw Elementary School

759 Dahlia Place  
Santa Maria, California 93455  
Orcutt Union School District  
www.aliceshawschool.net

Phone: (805) 938-8850

Fax: (805) 938-8899

---

Date 09/28/15

Dr. Blow  
Superintendent &  
The Board of Trustees  
Orcutt Union School District  
501 Dyer St.  
Orcutt, CA 93455

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of school supplies value of \$100.00 from Jim Malins.

This donation will be used in classrooms. We thank Jim Malins for this donation and appreciate their support.

Sincerely,

\_\_\_\_\_  
Principal

Cc:  
Jim Malins  
912 Calle De La Rosa  
Orcutt CA 93455



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Shaw Elementary School Date: 9/9/2013

**DONOR:** Name: Jim Malins  
Address: 912 Calle De La Rosa , Orcutt CA 93455  
Phone No. 805-478-6996

**GIFT:** Item Donated school supplies or Cash Donation \$ \_\_\_\_\_  
(Fill in if money is donated)  
Designated for: classrooms  
General Description: paper, pens, ribbon, containers, etc  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \$100.00  
Purpose of Gift: classroom supplies  
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): Natalie Ortega / Office Manager  
Acceptance Approved By (Administrator): *J. Deenance*  
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.)



# Shaw Elementary School

759 Dahlia Place  
Santa Maria, California 93455  
*Orcutt Union School District*  
www.aliceshawschool.net

Phone: (805) 938-8850

Fax: (805) 938-8899

---

Date 09/28/15

Dr. Blow  
Superintendent &  
The Board of Trustees  
Orcutt Union School District  
501 Dyer St.  
Orcutt, CA 93455

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$386.04 from Kevin Commick, YourCause, LLC Trustee for Pacific Gas & Electric Company/Employee Giving.

This donation will be used to purchase garden supplies. We thank Kevin Commick, YourCause, LLC Trustee for Pacific Gas & Electric Company/Employee Giving.

for this donation and appreciate their support.

Sincerely,

  
\_\_\_\_\_  
Principal

Cc:  
YourCause, LLC Trustee for Pacific Gas & Electric Company/Employee Giving.  
Attn: Kevin Commick,  
2508 Highlander Way, Suite 210  
Carrolton, TX 75006.



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 9/9/2013

DONOR: Name: YourCause, LLC Trustee for Pacific Gas & Electric Company/Employee Giving
Address: 2508 Highlander Way, Suite 210 Carrollton, TX 75006
Phone No.

GIFT: Item Donated or Cash Donation \$ 386.04
Designated for: Donation
General Description:
Model No.: Condition: [X] New [ ] Used
Value (estimated):
Purpose of Gift:
Will gift be purchased through Business Services Office? [ ] Yes [X] 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 [X] No
D. Will there be operating costs? [ ] Yes [X] No
If yes, what type?

Acceptance Requested By (OUSD Staff Member): Natalie Ortega / Office Manager
Acceptance Approved By (Administrator): [Signature]
RECOMMENDATIONS: Principal or District Representative

BOARD ACTION: Date Accepted: Date Denied:

Please submit request to the Superintendent's Office. (If denied, explanation is on reverse side of this form.)

October 14, 2015

To: Dr. Deborah Blow, Superintendent,  
and Board of Trustees, Orcutt Union School District

From: Joe Dana, Principal

Re: Board Approval of Olga Reed School Overnight Field Trip  
to Santa Barbara Maritime Museum



On behalf of the 25 fifth graders of Olga Reed School, I am requesting that the Orcutt Union School District Board of Trustees approve an overnight field trip to the **Santa Barbara Maritime Museum** on Thursday, October 29, and Friday, October 30. Accompanied by teachers Debra Laflin and Tanya Lee, the fifth graders will be staying aboard the tall ship Spirit of Dana Point, which is a replica of a privateer from the era of the late 18<sup>th</sup> Century and early 19<sup>th</sup> Century. During the field trip the students, the teachers, and a handful of parent chaperones will assume the roles of the crew of a tall ship sailing off the coast of Alta California.

This will be the fourth consecutive year in which Olga Reed has participated in this trip. In the past three years, it successfully has brought history to life for Olga Reed students, as they have been able to experience multiple aspects of the maritime life, including raising sails, tying knots, rowing to shore to pick up hides, swabbing decks, keeping night watch, and sleeping below deck. The staff of Spirit of Dana Point (which is operated by the Ocean Institute of Dana Point) is quite skilled at working with students. Following the trip, students routinely remark that it was one of their most memorable learning experiences ever.

During the field trip experience, Spirit of Dana Point remains docked in Santa Barbara Harbor adjacent to the Santa Barbara Maritime Museum. Our school group will be transported by the district from Los Alamos to Santa Barbara on the morning of October 29. They will return home, also via the district, on the morning of October 30. Special thanks to the Santa Barbara Maritime Museum, which provides this field trip pro bono to Olga Reed School!





## PUPIL SERVICES MEMORANDUM

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

**FROM:** Lana Thomas  
Director, Pupil Services

**BOARD MEETING DATE:** Oct. 14, 2015

**BOARD AGENDA ITEM:** American Speech-Language Hearing Association (ASHA) 2015 Annual Convention

**BACKGROUND:** In accordance with BP 3350 all out-of-state travel for which reimbursement will be claimed must be approved in advance by the Board.

Two of the District Speech-Language Hearing Specialists are requesting authorization to attend the ASHA Schools Annual Conference from November 11 - 15, 2015 in Denver, Colorado.

The national organization American Speech-Language and Hearing Association (ASHA), offers two conferences per year. One is the ASHA Convention (November 2015 in Denver) and other is the ASHA Schools Convention (held this past July 2015 in Phoenix). These two events are the largest and most comprehensive Continuing Education forums for Speech-Language Pathologists.

By attending the ASHA School Conference they will be able to:

- Have the opportunity to connect with the foundation that writes their scope of practice.
- Receive presentations on the most up to date and research based treatment.
- Have the opportunity to have hands on investigation of the latest technology for use with their students who rely on those means for communication.
- Ensure that they are providing assessment and therapy to highest standard.

ASHA chooses locations for conventions each year split between the west and east coasts. Although none were held in California, Denver is relatively nearby. The next opportunity to attend an ASHA Convention in California will not take place until 2017 when it will be held in Los Angeles.

Estimated costs for this conference are as follows:

Convention Registration	Hotel	Meals	Air Fare
\$950	\$1,650	\$400	\$1,500

<b>Total Paid by District</b>
<b>\$4,500.00</b>

**RECOMMENDATION:** Staff recommends that the Board authorize travel to the ASHA Conference.

**FUNDING:** General Fund- Licensed Billing Option (LBO reimbursement funds)



## BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con  
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 14, 2015

BOARD AGENDA ITEM: Resolution #6, Housing Community Development (HCD) Trailers no longer being used for School Purposes

BACKGROUND: We received a letter from the California Department of General Services (DGS) dated September 10, 2015. The letter was giving us a reminder of the Implementation of Senate Bill (SB) 1324. Senate Bill 1324 (Lowenthal), Chapter 308, Statutes of 2006, was enacted into law effective on September 18, 2006. This law stipulates that HCD approved relocatable buildings can no longer be used as school buildings as of September 30, 2015.

If a district has or has had HCD relocatable buildings, Education Code Section 17292(c) requires the governing board to adopt a resolution by October 30, 2015, certifying to the State Allocation Board that commencing September 30, 2015, any relocatable buildings are no longer being used as a “school building”. In Education Code section 17283 a definition of a “school building” is and includes any building used, or designed to be used, for elementary or secondary school purposes.

We currently have (8) buildings that fall within this definition and they are the IMC, Child Nutrition, Union Building, Bus Lounge, MOT Office, Technology, OAHS Athletic Director Storage and a vacant building at Joe Nightingale.

Our MOT department is in the process of scheduling the removal of the vacant building at Joe Nightingale. The remaining buildings can continue to be used exclusively for warehouse, storage, districtwide administrative office purposes, adult education classes, and as long as *no students* enter the buildings. Signs for these buildings will be posted at each location with verbiage that will be determined to state that we are in compliance with Education Code 17283.”

We have reviewed this item with our legal counsel to ensure our district is in compliance.

RECOMMENDATION: Staff recommends the Board of Trustees approve Resolution #6 Housing Community Development (HCD) Trailers being used for School Purposes as presented.

FUNDING: N/A







## Educational Services

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

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**TO:** Deborah Blow, Ed.D., Superintendent

**FROM:** Holly Edds, Assistant Superintendent, Educational Services

**BOARD MEETING DATE:** October 14, 2015

**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 October 14, 2015.

**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

2015/2016 RESOLUTION NO. 7

**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 October 14, 2015, at 7:15 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 days 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 2015-16 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*  
Grade 6 – 8 *CPM Core Connections Courses 1-3*
- ❖ Science – Grades K-5 – McGraw-Hill, *California Science*  
Grades 6-8 – Holt, Rinehart & Winston, *California Science (multiple titles)*
- ❖ History/Social Science - Kindergarten-Grade 1 – Scott Foresman, *History-Social Science for California*  
Grades 2-5 – Harcourt School Publishers, *California Reflections (multiple titles)*  
Grades 6-8 – Glencoe/McGraw-Hill, *CA Discovering Our Past (multiple titles)*

- ❖ English/Language Arts - Grades K-5 – Houghton-Mifflin, *CA Reading (multiple titles)*
- Grades 6-8 – McDougal Littell, *Language of Literature*
- Grades 6-8 – McDougal Littell, *Language Network*
- Grades 6-8 – McDougal Littell, *Bridges to Literature*

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 2015/2016 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 14<sup>th</sup> day of October 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed:

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President, Board of Trustees  
Orcutt Union School District

October 14, 2014



## Educational Services

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

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**TO:** Deborah Blow, Ed.D., Superintendent

**FROM:** Holly Edds, Assistant Superintendent, Educational Services

**BOARD MEETING DATE:** October 14, 2015

**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 the library books and instructional materials which fall into the above categories be approved for immediate disposal in accordance with district policy.

**FUNDING:** No fiscal impact.

**ORCUTT UNION SCHOOL DISTRICT**  
**Orcutt, California 93455**

**2015-16 RESOLUTION NO.2**  
**WAIVER OF CREDENTIAL AUTHORIZATION**

**WHEREAS**, current statutes and regulations recognize that there may be situations of a temporary nature in which a teacher with the appropriate credential is not available to the school district; and

**WHEREAS**, Education Code Section 44256(b) allows the Governing Board to authorize by resolution, the holder of a Multiple Subject or Standard Elementary Teaching Credential to teach, with his or her consent, any subject in departmentalized classes below grade 9 if the teacher has completed 12 semester units, or 6 upper division or graduate semester units of coursework at an accredited institution, in each subject to be taught; and

**WHEREAS**, Education Code Section 44258.2 allows the Governing Board to authorize by resolution, the holder of a Single Subject or Standard Secondary Teaching Credential to teach, with his or her consent, classes in grades 5 to 8, inclusive, in a middle school, if he or she has completed a minimum of 12 semester units, or six upper division or graduate units, of coursework at an accredited institution in the subject to which he or she is assigned, and

**WHEREAS**, the teachers named below meet the requirements of Education Code Section 44256(b) or Education Code Section 44258.2;

**NOW, THEREFORE BE IT RESOLVED**, that the Governing Board of the Orcutt Union School District hereby authorizes the following teachers to teach in the indicated subject areas for the 2015-16 school year:

Jeffrey Kirby  
Christopher Schmidt

Geometry  
Physical Education

**PASSED AND ADOPTED** by the Board of Trustees of the Orcutt Union School District, Santa Barbara County, California, this 14th day of October 2015, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

STATE OF CALIFORNIA  
COUNTY OF SANTA BARBARA

]  
]

\_\_\_\_\_  
*President, Board of Trustees*

**2015-16 RESOLUTION NO.2**  
**WAIVER OF CREDENTIAL AUTHORIZATION**  
*Page 2*

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I, Lizabeth Phillips, Clerk of the Board of Trustees of the ORCUTT UNION SCHOOL DISTRICT, hereby certify that the foregoing is a true copy of a resolution duly and legally adopted as a consent action item by the District's Governing Board at a legal meeting of said Board duly and regularly held on October 14, 2015 and that said resolution has not been revoked.

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*Clerk, Board of Trustees*

**BEFORE THE BOARD OF TRUSTEES OF THE  
ORCUTT UNION SCHOOL DISTRICT  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA  
RESOLUTION FOR  
WEEK OF THE SCHOOL ADMINISTRATOR  
OCTOBER 11 – 17, 2015**

**2015/2016 RESOLUTION NO. 5**

WHEREAS, Leadership Matters for California’s public education system and the more than 6 million students it serves;

WHEREAS, School administrators are passionate, lifelong learners who believe in the value of quality public education, and

WHEREAS, The title “school administrator” is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees are considered administrators; and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, Most school administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California’s superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement; and

WHEREAS, Public schools operate with lean management systems. Across the nation, public schools employ fewer managers and supervisors than most public and private sector industries including transportation, food service, manufacturing, utilities, construction, publishing and public administration; and

WHEREAS, School leaders depend on a network of support for school communities – fellow administrators, teachers, parents, students, businesses, community members, board trustees, colleges and universities, community and faith-based organizations, elected officials and district and county staff and resources – to promote ongoing student achievement and school success; and

WHEREAS, Research shows great school are led by great principals, and great districts are led by great superintends. These site leaders are supported by extensive administrative networks throughout the state. The future of California’s public education system depends upon the quality of its leadership; and

WHEREAS, The State of California has declared the second full week in the month of October of each year as Week of the School Administrator; and

WHEREAS, The future of California's public education system depends upon the quality of its leadership; now therefore

BE IT RESOLVED, we the Board of Trustees of the Orcutt Union School District proclaim October 11-18, 2015 as "Week of the School Administrator" and urge all Orcutt citizens to participate in an observance that expresses their appreciation of our dedicated administrative staff.

Passed and Adopted this 14<sup>th</sup> day of October, 2015 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

DATED: \_\_\_\_\_

BOARD OF TRUSTEES  
ORCUTT UNION SCHOOL DISTRICT

By \_\_\_\_\_  
Robert Hatch, Board President





## HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Deborah Blow  
District Superintendent

**FROM:** Don Nicholson  
Assistant Superintendent of Human Resources

**DATE:** October 14, 2015

**RE:** Cal Poly State University, SLO

**BACKGROUND:** Cal Poly State University of San Luis Obispo is requesting approval of the Field Experience and Student Teaching Agreement placing Student Teachers with the Orcutt Union School District.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve Cal Poly State University of San Luis Obispo's Field Experience and Student Teaching Agreement with the Orcutt Union School District.

**FUNDING:** N/A