

ORCUTT UNION SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
Wednesday, November 13, 2013  
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.

**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.

**CLOSED SESSION PUBLIC COMMENTS**

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

**ADJOURN TO CLOSED SESSION**

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

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

**RECONVENE TO PUBLIC SESSION** 7:15 P.M.

- A. Pledge of Allegiance
- B. Public Report on Action Taken in Closed Session
- C. 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
  2. Student Support Services
  3. ASES
  4. Parent Portal

D. 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.

E. 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.

1. District Analysis of Employment Agreement Review

F. Public Hearing – None

**CONSENT AGENDA ITEMS**

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

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of October 16, 2013
- E. Interdistrict Attendance Agreement Requests 2013/2014
- F. Board Bylaw 9010, Public Statements for second reading
- G. Board policy 3311, Bids for second reading
- H. Board Policy 0420, School Plans/Site Councils for second reading
- I. Board Policy 6144, Controversial Issues for second reading
- J. Board Policy 6162.6, Use of Copyrighted Materials for second reading

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

Moved \_\_\_\_\_

Second \_\_\_\_\_

Vote \_\_\_\_\_

**ITEMS SCHEDULED FOR ACTION**

A. GENERAL

1. Acceptance of Gifts

Ralph Dunlap received a \$100 donation from Sheldon and Laura Theis to be used towards the Mission Field Trip.

Lakeview Jr. High received a \$180 donation from Mark and Cherie Smith to be used to purchase new books for the library.

Olga Reed School received a \$300 donation from Mrs. Nan Helgeland, co-owner of Martian Ranch and Vineyard, to support the boys' basketball team. The school received a \$100 donation from Mr. And Mrs. Nigel Buxton and a \$100 donation from Mr. and Mrs. Emilio Fernandez, both to be used for the school garden.

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Sheldon and Laura Theis, Mark and Cherie Smith, Mrs. Nan Helgeland, Mr. and Mrs. Nigel Buxton and Mr. and Mrs. Emilio Fernandez.

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

2. Set Annual Organizational Meeting

It is recommended that the Board of Trustees set its Annual Organizational Meeting for December 11, 2013 with Public Session beginning at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

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

B. CURRICULUM

1. Single School Plans for Student Achievement

Staff recommends the approval of the Single School Plans for Student Achievement, as submitted. Copies of the plans are available for review at the District Office, 500 Dyer Street, Orcutt, CA M-F 7:30 a.m.-4:30 p.m.

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

2. CCCSS Implementation Funds Plan

A Public Hearing was held at the October 16, 2013 regarding the CCCSS Implementation Funds Plan. Staff recommends that the Board of Trustees approve the CCCSS Implementation Funds Plan, as submitted.

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

3. Continued Funding Application Fiscal Year 2014-15 California State Preschool Program

Staff recommends the Continued Funding Application for fiscal Year 2014-15, California State Preschool Program be approved as submitted.

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

4. Board Policy 6011, Academic Standards

It is recommended that the Board of Trustees adopt Board Policy 6011, Academic Standards for first reading and that it is placed on the next Consent Agenda for second reading.

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

C. HUMAN RESOURCES

1. Ratification of Updated Agreements with Certificated Management, Classified Management and Confidential Employees and Public Disclosure of Proposed Agreements

It is recommended that the Board of Trustees approve the agreements with the Orcutt Union School District Management and Confidential Employees effective July 1, 2013.

Moved \_\_\_\_\_

Second \_\_\_\_\_

Vote \_\_\_\_\_

**ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

1. Board Financial Report
2. Items from the Board

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, December 11, 2013, 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  
November 13, 2013

TO: Bob Bush  
Superintendent

SUBMITTED BY: Don Nicholson  
Assistant Superintendent, Human Resources

SUBJECT: RECOMMENDATIONS FOR APPROVAL AND RATIFICATION

SITE	CLASSIFICATION	CLASS STEP	HOURS	EFFECTIVE	ACTION INFORMATION
Patterson Road	Custodian			01/01/14	Longevity – 15 years
Olga Reed	Custodian			11/01/13	Release from Probationary Employment
Ralph Dunlap	Inst Assistant I			11/15/13	Resignation
District	Noon Duty Supervisor			10/31/13	Substitute
Olga Reed	ASES Coordinator	20/3	3.50	10/15/13	Permanent/Probationary
District	Utility Worker			11/06/13	Substitute
District	Child Nutrition Worker			09/25/13	Substitute
District	Noon Duty Supervisor			09/16/13	Substitute
Joe Nightingale	Inst Assistant I			11/15/13	Resignation
District	Community Liaison			01/01/14	Longevity – 25 years
District	Inst Assistant I			10/14/13	Substitute
District	Inst Assistant II			10/14/13	Substitute
District	Inst Assistant I	11/1	3.50	11/08/13	Permanent/Probationary
Transportation	Transportation Dispatcher/Trainer	26/6	8.00	10/23/13	Increase in hours
District	Noon Duty Supervisor			10/18/13	Substitute
Olga Reed	Custodian			11/01/13	Release from Probationary Employment
Olga Reed	ASES Homework Coach			09/16/13	Substitute

# ORCUTT UNION SCHOOL DISTRICT

## Certificated Personnel Action Report

**TO:** Robert Bush  
District Superintendent

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

**DATE:** Board Meeting of November 13, 2013

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

<b>SCHOOL</b>	<b>CLASS/ STEP</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Lakeview	Hourly	9/30/13	NWEA, 7 hrs
District	Hourly	9/3-9/27/13	ELD, 74.25 hrs
Shaw	Hourly	9/5/13	Back to School, 1.5 hrs
Olga Reed	Hourly	2013-14	Title 1, 10 hr wk
Lakeview	Extra Duty	9/13/13	Chaperone, 3 hrs
Lakeview	Extra Duty	9/13/13	Chaperone, 3 hrs
District	Hourly	9/3-9/25/13	Tech Support, 13 hrs
District	Hourly	9/3-9/30/13	CELDT Testing, 96.25 hrs
District	Hourly	8/26-9/30/13	CELDT Testing, 58.5 hrs
Lakeview	Extra Duty	9/26-9/27/143 9/13/13	Home & Hospital, 2 hrs Chaperone, 3 hrs
Lakeview	Extra Duty	9/16-9/25/13	Detention, 2 hrs
Pine Grove	Extra Duty	10/8-10/11/13	Home & Hospital, 5 hrs
District	Hourly	9/19/13 9/3-9/26/13	Common Core, 2 hrs CELDT Testing, 37.5 hrs
District	Hourly	9/3-9/30/13	CELDT Testing, 53.75 hrs
District	Hourly	9/3-9/30/13	CELDT Testing, 99 hrs
Patterson	Hourly	9/6/13	ELD, 5.25 hrs
Patterson	Hourly	2013-14	Reading Support, 15 hr wk
District	Hourly	9/19/13 9/6-9/27/13	Common Core, 2 hrs CELDT Testing, 59 hrs
Lakeview	Extra Duty	9/6-9/16/13	Worked Prep Period, 2 hrs
District	Hourly	9/19/13	Common Core, 2 hrs
Nightingale	Hourly	9/19/13	Title 1, 1 hr

\*To be prorated

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
District	Hourly	9/11-9/26/13	Beginning Strings, 6 hrs
Dunlap	Hourly	9/27-9/30/13	NWEA, 10 hrs
Lakeview	Extra Duty	9/4-9/18/13	PLC/Late Start, 2 hrs
Lakeview	Extra Duty	9/13/13	Chaperone, 3 hrs
Lakeview	Extra Duty	9/10-9/26/13	Noon-League, 4 hrs
District	Hourly	9/10-9/30/13	CELDT Testing, 67 hrs
District	Hourly	9/27/13	NWEA, 1 hr
Orcutt	Extra Duty	9/10-9/26/13	Detention, 7 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  
October 16, 2013**

**CALL TO ORDER**

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, October 16, 2013 beginning with Jan Zilli calling Public Session to order at 6:45 p.m. Members Present: Zilli, Peterson Buchanan and Phillips. Absent: Hatch. Administrators Present: Bush, Ochej, Nicholson and Edds. Absent: None. It was moved by Liz Phillips, seconded by Jim Peterson and carried to adjourn to Closed Session at 6:47 p.m.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 7:19 p.m. The Pledge of Allegiance was led by Liz Phillips. Ms. Zilli reported that no action was taken in Closed Session

**SUPERINTENDENT'S REPORT**

There was no report from OCAF Executive Director, Hannah Rubalcava.

Lakeview Jr. High Principal, Alan Majewski reported that the site presentation would focus on counseling. Vice Principal, Gene Rickman, thanked the Board for the additional funding in support of much needed counseling services especially since funding ran out through Fighting Back Santa Maria Valley. Services are provided by the school psychologist assigned to Lakeview and two counselors with Santa Maria Youth and Family, Christina Lombard and Ann Griffin. Christina Lombard gave a brief overview of the types of issues she experiences at Lakeview. Issues include the normal adjustment to junior high, abuse and domestic violence. Referrals come through Mr. Rickman from parents, staff and students and he then determines which counselor can best address the student's needs. Over 20 students are serviced every week.

Dr. Edds reported on the Mike Mattos Staff Development Workshops.

**PUBLIC COMMENT**

OEA President, Monique Segura presented her OEA Board Update.

- Monique and Anna Zucker attended a Service Center Meeting on LCFF
- Monique is writing a grant for OAHS English teacher, Mr. Culbertson to attend a workshop in November
- Negotiations have resumed with the District

Troy Horton, Alice Shaw teacher, commented on district/teacher relations.

Parent Joel Hartwell commented on teacher support.

**PUBLIC HEARING**

The Public Hearing for the CCCSS Implementation Funds Plan was opened. There being no discussion, the hearing was closed.

**CONSENT AGENDA ITEMS**

- A. Classified Personnel Action Report
  - B. Certificated Personnel Action Report
  - C. Approval of Warrants
  - D. Minutes, Regular Meeting of September 11, 2013
  - E. Minutes, Special Meeting of September 24, 2013
  - F. Interdistrict Attendance Agreement Requests 2013/2014
  - G. Board Policy 3460, Financial Reports and Accountability for second reading
  - H. Board Policy 3580, District Records for second reading
  - I. Board Policy 6164.6, Identification and Education Under Section 504 for second reading
- It was moved by Jim Peterson, seconded by Liz Phillips and carried to approve Consent Agenda Items A through I, as submitted. Vote: Ayes 4 Absent: 1

## **ITEMS SCHEDULED FOR ACTION**

### **Gifts**

It was moved by Rob Buchanan, seconded by Liz Phillips and carried to accept the gifts and directed that letters of acceptance and appreciation be forwarded to Silicon Valley Building Services, Joe Spaulding, Rock N Roll Lobster, Jodi Ellis, Verna Nicolloi, Jeffrey and Donnelle Gultinan and Santa Maria Gastroenterology Medical Group. Vote: Ayes 4 Absent: 1

### **Board Bylaw 9010**

It was moved by Jim Peterson, seconded by Liz Phillips and carried to adopt Board Bylaw 9010, Public Statements for first reading and that it is placed on the next Consent Agenda for second reading. Vote: Ayes 4 Absent: 1

### **2013/2014 Resolution No. 6, Authorization to Participate in State and Federal Surplus Property Program**

It was moved by Jim Peterson, seconded by Liz Phillips and carried to adopt 2013/2014 Resolution No. 6, Authorization to Participate in State and Federal Surplus Property Program. Vote: Ayes 4 Absent: 1

### **Board Policy 3311, Bids**

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt Board Policy 3311, Bids for first reading and that it is placed on the next Consent Agenda for second reading. Vote: Ayes 4 Absent: 1

### **Approval of Supplemental Educational Services (SES) Provider Contracts for 2013/2014**

It was moved by Jim Peterson, seconded by Liz Phillips and carried to approve the 2013/2014 Supplemental Educational Services providers and contracts as submitted. Vote: Ayes 4 Absent: 1

### **Board Policy 0420, School Plans/Site Councils**

It was moved by Liz Phillips, seconded by Rob Buchanan and carried to adopt Board Policy 0420, School Plans/Site Councils for first reading and that it is placed on the next Consent Agenda for second reading. Vote: Ayes 4 Absent: 1

### **Board Policy 6144, Controversial Issues**

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adopt Board Policy 6144, Controversial Issues for first reading and that it is placed on the next Consent Agenda for second reading. Vote: Ayes 4 Absent: 1

### **Board Policy 6162.6, Use of Copyrighted Materials**

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt Board Policy 6162.6, Use of Copyrighted Materials for first reading and that it is placed on the next Consent Agenda for second reading. Vote: Ayes 4 Absent: 1

### **2013/2014 Resolution No. 5, Declaration of Need**

It was moved by Jim Peterson, seconded by Liz Phillips and carried to adopt 2013/2014 Resolution No. 5, Declaration of Need for Fully qualified Educators certifying that the District has the need for issuance of five (5) Emergency CLAD permits, two (2) Resource Specialist Emergency Permits and five (5) Limited Assignment Permits for the 2013/2014 school year. Vote: Ayes 4 Absent: 1

### **Ratification and Public Disclosure of California School Employees' Association (CSEA) Collective Bargaining Agreement**

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to approve the negotiated agreement with the California School Employees' Association (CSEA) effective July 1, 2013. Vote: Ayes 4 Absent: 1

The Board thanked CSEA for their professionalism during the negotiation process.

## **ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

The Board Financial Report was presented for discussion. Marysia reported that all items were within budget.

The Williams/Valenzuela Uniform Complaint Report was presented for discussion. No complaints were contained in the report.

Mr. Bush reported that the Old Orcutt Street Painting Festival appears to have been very successful and Hannah Rubalcava will update the Board at the next meeting.

Liz Phillips reminded everyone that she would be holding two Community Forums during the month of October. She reported that she recently visited Lakeview Jr. High on their *Wear Pink Day*. She was very impressed with the student and staff support.

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, November 13, 2013 beginning with Closed Session at 6:45 p.m., Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA

**ADJOURN**

It was moved by Liz Phillips, seconded by Jim Peterson and carried to adjourn the meeting at 8:12 p.m.

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Bob Bush, Board Secretary

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Dr. James Peterson, Clerk, Board of Trustees



# ORCUTT UNION SCHOOL DISTRICT

## INTERDISTRICT ATTENDANCE AGREEMENT REQUESTS

**2013/2014 Academic School Year**

**Current Monthly Requests**

**November 13, 2013**

Staff recommends the Board approve the following InterDistrict Attendance Agreement Requests:

School	New	OUSD Relocated	Sibling	Renew	Leave
Alice Shaw		2			
Joe Nightingale					
Olga Reed					4
Patterson Road					
Pine Grove		2			1
Ralph Dunlap		2			
Lakeview JH		1			1
Orcutt JH					
<b>Total</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>6</b>

Staff recommends the Board deny the following InterDistrict Attendance Agreement Requests:

School	Enter	Leave
Alice Shaw		
Joe Nightingale		
Olga Reed		
Patterson Road		
Pine Grove		
Ralph Dunlap		
Lakeview JH	2	
Orcutt JH		
<b>Total</b>	<b>2</b>	<b>0</b>

*Current InterDistrict Attendance Agreements (I) and Allen Act (A) By School*

Grade	AS		JN		OR		PR		PG		RD		LKV		OJH		Total	
	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A
<b>K</b>	6	4	12	6	2	0	3	5	3	5	1	5					<b>27</b>	<b>25</b>
<b>1</b>	8	8	7	4	1	0	2	1	3	3	2	4					<b>23</b>	<b>20</b>
<b>2</b>	5	7	10	5	0	0	7	1	1	4	5	5					<b>28</b>	<b>22</b>
<b>3</b>	7	3	9	8	1	0	4	7	7	3	3	4					<b>31</b>	<b>25</b>
<b>4</b>	10	4	11	4	4	0	6	0	4	5	6	5					<b>41</b>	<b>18</b>
<b>5</b>	10	3	15	5	1	0	7	3	4	2	11	3					<b>48</b>	<b>16</b>
<b>6</b>	12	4	12	5	1	0	6	2	7	5	2	2					<b>40</b>	<b>18</b>
<b>7</b>					2								26	15	22	5	<b>50</b>	<b>20</b>
<b>8</b>					0								43	12	19	8	<b>62</b>	<b>20</b>
<b>Subtotal</b>	<b>58</b>	<b>33</b>	<b>76</b>	<b>37</b>	<b>12</b>	<b>0</b>	<b>35</b>	<b>19</b>	<b>29</b>	<b>27</b>	<b>30</b>	<b>28</b>	<b>69</b>	<b>27</b>	<b>41</b>	<b>13</b>	<b>350</b>	<b>184</b>
<b>Total</b>	<b>91</b>		<b>113</b>		<b>12</b>		<b>54</b>		<b>56</b>		<b>58</b>		<b>96</b>		<b>54</b>		<b>534</b>	



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

**SCHOOL:** Ralph Dunlap Elementary School Date: 10/21/13

**DONOR:** Name: Sheldon & Laura Theis  
Address: 1290 Country Hill Rd. Santa Maria CA 93455  
Phone No. \_\_\_\_\_

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$ 100.00  
(Fill in if money is donated)  
Designated for: Field Trip- Mission Trip  
General Description: \_\_\_\_\_  
Model No.: \_\_\_\_\_ Condition:  New  Used  
Value (estimated): \_\_\_\_\_  
Purpose of Gift: Field Trip- Mission Trip  
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): Liz Herbstreith

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.)

# LAKEVIEW JUNIOR HIGH SCHOOL



3700 Orcutt Road, Santa Maria, California 93455 • (805) 938-8600 FAX (805) 938-8649  
Alan Majewski, Principal • Gene Rickman, Jr., Vice Principal • [www.LakeviewJHS.net](http://www.LakeviewJHS.net)

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The Smith Family  
762 Woodhaven Ct.  
Santa Maria, Ca. 93455

Dear Mark and Cherie,

Our entire staff at Lakeview Junior High School would like to thank you for your generous donation to our school library. Ms. Nance, our school librarian informed me of the \$180.00 donation, and how excited she was to purchase new books for the library. I believe the two of you know just how a donation can benefit the most students, and the library is the perfect spot.

I know that Lakeview has seen all your sons; Bradford, Harrison, Preston, and now Clayton. We also know that your family supports public education, you care about what happens with your children in the classroom, and you have taken an active role in being part of the improvement process at schools. Your donation is greatly appreciated and will be used to purchase some great books for our kids, but we also recognize that this donation represents just one of the many ways in which your family has enriched our school and Alice Shaw Elementary. It has given me great joy to see your sons grow, mature, and move on to higher education. Thank you Mark and Cherie for all the years of service and care you have given our schools.

Sincerely,



Alan Majewski  
Principal

October 23, 2013

To: Bob Bush, Superintendent,  
and Board of Trustees  
From: Joe Dana, Principal, Olga Reed School  
Re: A Slam Dunk of a Donation



*Olga Reed School*  
480 Centennial Street  
P.O. Box 318  
Los Alamos, CA 93440

On behalf of the students, families, and staff of Olga Reed School, I respectfully ask that you accept and acknowledge a generous donation to our boys' basketball team. The donation is in the amount of \$300 and comes from Mrs. Nan Helgeland, co-owner of Martian Ranch and Vineyard. Mrs. Helgeland knows one of our basketball players and wants to support our team with league fees, uniforms, and/or whatever other expenses it has. Needless to say, we are delighted with this unexpected donation!

Communication to Mrs. Helgeland can be directed as follows:

Nan Helgeland  
28844 Grayfox Street  
Malibu, CA 90265-4253

Thank you.

November 11, 2013

To: Bob Bush, Superintendent,  
and Board of Trustees  
From: Joe Dana, Principal, Olga Reed School  
Re: A Generous Donation



*Olga Reed School*  
480 Centennial Street  
P.O. Box 318  
Los Alamos, CA 93440

On behalf of the students, families, and staff of Olga Reed School, I respectfully ask that you accept and acknowledge a generous donation to our school garden. The donation is in the amount of \$100 and comes from Mr. and Mrs. Nigel Buxton of Santa Barbara. Communication to the Buxtons can be directed as follows:

Nigel and Constance Buxton  
4005 Bajada Lane  
Santa Barbara, CA 93110

Thank you.



November 7, 2013

To: Bob Bush, Superintendent,  
and Board of Trustees  
From: Joe Dana, Principal, Olga Reed School  
Re: A Generous Donation



*Olga Reed School*  
480 Centennial Street  
P.O. Box 318  
Los Alamos, CA 93440

On behalf of the students, families, and staff of Olga Reed School, I respectfully ask that you accept and acknowledge a generous donation to our school garden. The donation is in the amount of \$100 and comes from Mr. and Mrs. Emilio Fernandez of Covina. Communication to Mr. and Mrs. Fernandez can be directed as follows:

Emilio and Idolina Fernandez  
4810 North Rimhurst Avenue  
Covina, CA 91724

Thank you.



## Santa Barbara County Education Office

4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307  
(805) 964-4711 • FAX: (805) 964-3041 • Direct Dial: 964-4710 plus extension  
Service and Leadership • [www.sbceo.org](http://www.sbceo.org)

October 15, 2013

SBAS-8603

Action Required

**TO:** Community Colleges  
K-12 School Districts

**ATTENTION:** Presidents/Superintendents  
Chief Business Officials

**FROM:** Jane Jackson, Administrative Services Manager

**SUBJECT:** Annual Governing Board Organizational Meeting  
& Authorized Signature Forms and Board Resolutions

Education Code Sections 35143 and 72000 require the governing board of each school district and community college district to hold an annual organizational meeting within 15 days of the first Friday in December. At that meeting, the board schedules next year's regular meetings, selects officers, and adopts authorized staff signatures. The steps listed below outline what is necessary to meet requirements.

1. Select day and time of annual organizational meeting—*Attachment A*

The governing board must select the day and time of the annual organizational meeting, and notify the county superintendent of schools of the selection. This needs to be done at the regular meeting held immediately prior to Dec. 6, unless otherwise provided by rule of the board. This year, the annual organizational meeting must be scheduled between Friday, Dec. 6, and Friday, Dec. 20, and each newly elected governing board member shall hold office commencing on Friday, Dec. 6 (EC§ 5017). Please advise our office of your date selection by completing and returning Attachment A to me by Monday, Nov. 18.

2. Governing Board Meeting Schedule—*Attachment B*

One function of the annual organization meeting is to set the date, time, and place for all regular board meetings in 2014. After the organizational meeting, please complete the schedule and return to me by Friday, Dec. 27.



## Educational Services

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

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To: Bob Bush, Superintendent

From: Holly Edds, Assistant Superintendent, Educational Services

Board Meeting Date: November 13, 2013

Board Agenda Item: School Site Plans for Patterson Road, Joe Nightingale, Alice Shaw, Pine Grove, Ralph Dunlap, Olga Reed, Orcutt Junior High School, and Lakeview Junior High School

Background: In 2001, the California Legislature amended the planning requirement for schools that participate in state and federal categorical programs. These changes streamline the planning process and consolidate the plans for all categorical funds expended at each school site under the umbrella of one plan. These plans are revised annually by each school site council.

Recommendation: This evening the Single School Plans for Student Achievement are submitted for board approval as required in California statute. Staff recommends these be approved as submitted.



## Educational Services

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

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TO: Bob Bush, Superintendent

FROM: Holly Edds, Assistant Superintendent Educational Services

BOARD MEETING DATE: November 11, 2013

BOARD AGENDA ITEM: CCCSS Implementation Funds Plan

### BACKGROUND:

Assembly Bill (AB) 86 (Chapter 48, Statutes of 2013), Section 85, appropriates \$1.25 billion which is approximately \$200 per prior year enrollment in the 2013-14 school year to support the integration of academic content standards in instruction adopted pursuant to various *Education Code* sections:

CCCSS Implementation funds are a categorical program with expenditures that must be used for the following purposes:

- Professional development for teachers, administrators, and paraprofessional educators, or other classified employees involved in the direct instruction of pupils that is aligned to the academic content standards adopted; Mathematics and English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects
- Instructional materials aligned to the academic content standards including, but not limited to, supplemental instructional materials
- Integration of these academic content standards through technology-based instruction for purposes of improving the academic performance of pupils, including, but not limited to, expenditures necessary to support the administration of computer-based assessments and provide high-speed, high-bandwidth Internet connectivity for the purpose of administration of computer-based assessments

As a condition of receiving CCCSS implementation funds, the District is required to

- Develop and adopt a plan delineating how the CCCSS implementation funds will be spent. The plan must be explained in the public meeting for the Governing Board and then must be adopted in a subsequent public meeting
- Report detailed expenditure information to the California Department of Education on or before July 1, 2015, including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development



## Educational Services

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

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### California Common Core State Standards Spending Plan 2013-14 and 2014-15 fiscal years

#### **Background:**

The enacted state budget for 2013-14 provides one-time funds to school districts to support the activities required to implement the California Common Core State Standards which have been adopted. These new standards are required to be in place for the 2014-2015 academic year. There are a number of activities that we have already undertaken and that we continue to work with our teachers and administrators to prepare for this implementation. The new funding is provided specifically to support these activities:

- Professional learning for certificated and classified employees involved in the direct instruction of pupils using the California Common Core State Standards
- Instructional materials and supplemental materials aligned to the California Common Core State Standards
- Technology equipment and infrastructure to provide technology-based instruction using California Common Core State Standards and to implement computer-based student assessments (SBAC)

The funds must be spent by July 1, 2015. As a condition of receiving these funds, a spending plan for the funds must be presented at a public meeting of the Governing Board and then approved at a subsequent meeting of the Governing Board. What follows is the proposed spending plan for the California Common Core State Standards funding that we will be receiving:

#### **Funding:**

The preliminary entitlement is estimated to be \$877,400

#### **Proposed Funding Uses:**

Orcutt Union School District must use the funds during 2013-14 and 2014-15 school year and plans to meet the required program elements in the following manner:



## Educational Services

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

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- Provide in-services, workshops, collaboration opportunities, follow up support for professional learning using any combination of the following: institutes for higher education, county offices of education, California state recommended resources, local teacher experts on special assignment, retired teacher experts on special assignment, on-line professional development resources, and other California Common Core State Standard experts.
  - Professional development for all teachers regarding the California Common Core State Standards
  - Professional development in literacy standards for teachers of science, social studies, and technical subjects
  - In-depth professional development for all ELA and mathematics teachers
  - Principal and teacher leader professional development to lead implementation plans
  
- Purchase of supplemental instructional materials that are aligned with academic content standards (as these materials are available). Anticipated area of focus include, but are not limited to:
  - ELA in grades 2-8
  - Mathematics in grades 2-8
  
- Purchase additional computers, mobile devices, and/or software for technology-based instruction and SBAC assessments.
  - Implement the district plan to assure computer access as we transition to SBAC assessments
  - Develop and implement the plan for the use of mobile devices and future software needs for technology based instruction.



## Educational Services

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

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To: Bob Bush, Superintendent

From: Holly Edds, Assistant Superintendent, Educational Services

Board Meeting Date: November 13, 2013

Board Agenda Item: Continued Funding Application Fiscal Year 2014-15  
California State Preschool Program

**Background:** California Department of Education Management Bulletin (MB) 13–07 offers existing California Department of Education (CDE) contractors the opportunity to request continued funding for fiscal year (FY) 2014–15. *California Code of Regulations*, Title 5 (5 CCR), Section 18010 states, "Contractors that intend to accept the offer to continue services in the subsequent contract period shall respond to a continued funding application request from the Child Development Division in accordance with the instructions and timelines specified in the request."


The May Grisham Early Learning Center has a track record of servicing preschool aged children in the Orcutt Union School District with a high quality program. The program is currently self-sufficient and is serving 48 children age 3 and 4 with a part-day program.

**Recommendation:** This evening the Continued Funding Application for Fiscal Year 2014-15 is submitted for board approval. Staff recommends the application be approved as submitted.

One (1) original and two (2) complete copies of all required forms must be mailed or delivered, and received by **Monday, December 2, 2013, 5 p.m. to:**

**FY 2014-15 Continued Funding Application**  
 Child Development Division  
 California Department of Education  
 1430 N Street, Suite 3410  
 Sacramento, CA 95814-5901

**Fiscal Year 2014-15 Continued Funding Application**

<b>Contractor Legal Name</b>	ORCUTT UNION ELEMENTARY SCHOOL DISTRICT		
<b>Contractor "Doing Business As" (DBA)</b>			
<b>County:</b> 42	<b>Vendor Number:</b> 6926	<b>Federal Identification Number (FIN):</b> 77 0074164	
<b>Executive Director:</b> BOB BUSH	<b>Program Director:</b> DR. HOLLY EDDS		
<b>Address:</b> 500 Dyer St.	<b>Address:</b> 500 Dyer St.		
<b>City:</b> Orcutt	<b>City:</b> Orcutt		
<b>ZIP Code:</b> 93455	<b>ZIP Code:</b> 93455		
<b>Telephone Number:</b> (805) 937-1935	<b>Telephone Number:</b> (805) 938-8929		
<b>Fax Number:</b> (805) 938-8912	<b>Fax Number:</b> (805) 938-8941		
<b>E-mail Address:</b> rbush@orcutt-schools.net	<b>E-mail Address:</b> hedds@orcutt-schools.net		
<b>Board of Director Chairperson:</b> Jan Zilli	<b>Telephone Number:</b> (805) 937-1935		
Under penalty of perjury, I certify as the authorized contractor representative, that all applicable State and federal statutes and regulations will be observed for the programs marked. I also certify that all completed forms accurately describe program operations.			
<b>Authorized Representative Signature</b> 		<b>Date</b> 11-6-2013	
<b>Name and Title of Authorized Representative</b> Dr. Holly Edds, Assistant Superintendent of Educational Services		<b>Telephone Number</b> (805) 938-8929	



This contractor is currently funded for all contracts identified with a check mark below for this fiscal year. The contractor agrees to continue implementation of these programs during fiscal year 2014-15 with funds provided by the CDE.

**Current Contracts (Check all that are applicable.)**

**Center-Based and Family Child Care Home Programs**

- California State Preschool Program (CSPP)
- California Center-Based (CCTR)
  - Infant/Toddler
  - School-Age
  - Family Child Care Home Education Network (CCTR)
- Family Child Care Home Education Network (CFCC)
- Program for Special Needs Children (Handicapped) (CHAN)
- Migrant, Center-Based (CMIG) and Migrant Specialized Services (CMSS)

**Alternative Payment Programs**

- Alternative Payment Program (CAPP)
- CalWORKs Stage 2 (C2AP)
- CalWORKs Stage 3 (C3AP)
- Migrant Alternative Payment (CMAP)

**Resource and Referral Programs**

- Resource and Referral (CRRP)

**Governing Board of Directors  
 Contact Information**  
 (See FY 2014-15 CFA Instructions, page 2.)

Contractor's Legal Name: ORCUTT UNION ELEMENTARY SCHOOL DISTRICT			Vendor Number:  6926	
Governing Board Member's Name				
Governing Board Member's Name	Title	Telephone Number	Mailing Address	E-mail Address
1.  Jan Zilli	President	(805) 937-1935	4639 Kennington Dr. Santa Maria, CA 93455	zillij@gmail.com
2.  James Peterson	Clerk	(805) 937-3895	4369 Westminster Lane Santa Maria, CA 93455	drp@petechiro.com
3.  Rob Buchanan	Member	(805) 937-9561	4375 Carolyne Way Santa Maria CA 93455	rob.buchanan@hubinternational.com
4.  Robert Hatch	Member	(805) 937-5391	741 Via Vista Verde Santa Maria CA 93455	chmbrchief@aol.com
5.  Liz Phillips	Member	(805) 878-3699	2223 Crystal Dr. Santa Maria CA 93455	lphillips@hancockcollege.edu
6.				

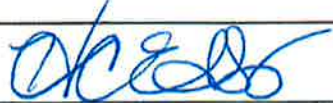


**Fiscal Year 2014-15  
Center-Based Programs and Family Child Care Home Education Networks Personnel  
Certification**

(See FY 2014-15 CFA Instructions, pages 3-5.)

The State of California requires any contractor receiving child care and development funds, disbursed by the California Department of Education (CDE) to employ fully qualified personnel as contained in California *Education Code (EC)*; *California Code of Regulations (CCR)*, Title 5; and Funding Terms and Conditions. (Review Acceptable Proof of Certification of Center-Based Programs and Family Child Care Home Education Networks, FY 2014-15 CFA Instructions, pages 3-5.)

**I certify, as the authorized agent representing this contractor, I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher. All child care staff employed in CDE funded program(s) are fully qualified for their respective positions by meeting the above stated requirements. Exceptions to this certification are persons employed as "Program Director" or "Site Supervisor" who possess' a current Child Development Division approved Staffing Qualifications Waiver.**

Signature of Authorized Representative	
Contractor Legal Name	ORCUTT UNION ELEMENTARY SCHOOL DISTRICT
Date	11-6-2013

**Fiscal Year 2014-15 Program Calendar**

Name of Contractor	County	Vendor Number	Contract Type
ORCUTT UNION SCHOOL DISTRICT	SANTA BARBARA	6926	CSP #2540

Enter an "X" for Days of Operation.

July 2014						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Days of Operation

August 2014						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	X	X	X	23
24	X	X	X	X	X	30
31						

Days of Operation

September 2014						
S	M	T	W	T	F	S
	1	X	X	X	X	6
7	X	X	X	X	X	13
14	15	16	X	X	X	20
21	X	X	X	X	X	27
28	X	X				

Days of Operation

Quarterly Subtotal

October 2014						
S	M	T	W	T	F	S
			X	X	X	4
5	X	X	X	X	X	11
12	X	X	X	X	X	18
19	X	X	X	X	X	25
26	X	X	X	X		31

Days of Operation

November 2014						
S	M	T	W	T	F	S
						1
2	X	X	X	X	X	8
9	10	X	X	X	X	15
16	X	X	X	X	X	22
23	X	X	26	27	28	29
30						

Days of Operation

December 2014						
S	M	T	W	T	F	S
	X	X	X	X	X	6
7	X	X	X	X	X	13
14	X	X	X	X	X	20
21	22	23	24	25	26	27
28	29	30	31			

Days of Operation

Quarterly Subtotal

January 2015						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	X	X	X	X	X	17
18	19	X	X	X	X	24
25	X	X	X	X	X	31

Days of Operation

February 2015						
S	M	T	W	T	F	S
1	X	X	X	X	X	7
8	9	X	X	X	X	14
15	16	X	X	X	X	21
22	X	X	X	X	X	28

Days of Operation

March 2015						
S	M	T	W	T	F	S
1	X	X	X	X	X	7
8	X	X	X	X	X	14
15	X	X	X	X	X	21
22	X	X	X	X	X	28
29	X	X				

Days of Operation

Quarterly Subtotal

April 2015						
S	M	T	W	T	F	S
			X	X	3	4
5	6	7	8	9	10	11
12	X	X	X	X	X	18
19	X	X	X	X	X	25
26	X	X	X	X		

Days of Operation

May 2015						
S	M	T	W	T	F	S
					X	2
3	X	X	X	X	X	9
10	X	X	X	X	X	16
17	X	X	X	X	X	23
24	X	X	X	X	X	30
31						

Days of Operation

June 2015						
S	M	T	W	T	F	S
	1	X	X	X	X	6
7	X	X	X	X	X	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Days of Operation

Quarterly Subtotal

Total Days of Operation

CDD Consultant Initials \_\_\_\_\_

Date approved by CDD Consultant \_\_\_\_\_

## Child Development Division Agency Information Certification

I certify, as the authorized representative of the agency listed below, I have reviewed all the information for **Orcutt Union Elem School Dist (6926)** and updates, additions, or deletions have been submitted as needed for information in all of the areas below:

- Executive Director/Superintendent information
- Program Director information
- Sites and Licenses and/or Office information
- Family Child Care Home summary information

To the best of my knowledge, the information on the CDMIS Web site reflects accurate information for **Orcutt Union Elem School Dist (6926)** as of the date this certification was signed.



11-6-2013

Program Director/Authorized Representative Signature

Date Signed

Holly Edds, Ed.D.

Printed Name of Program Director/Authorized Representative

**Name of Agency User Generating Certification:** Holly Edds

**Date Generated:** 11/6/2013

**Assigned CDD Consultant:** Cindy Grayson

**Fiscal Year 2014-15  
 Continued Funding Application Checklist**

<b>Contractor Legal Name</b>	ORCUTT UNION ELEMENTARY SCHOOL DISTRICT
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<b>Required Page Number(s)</b>	<b>Required Item Description</b>	<b>Check (✓) Box</b>
CD-3704 Application, pages 1 and 2	Fiscal Year 2014-15 Continued Funding Application (CD-3704)	<input checked="" type="checkbox"/>
CD-3704 Application, page 3	Governing Board of Directors Contact Information (For current year)	<input checked="" type="checkbox"/>
CD-3704 Application, page 4	Fiscal Year 2014-15 Program Narrative Change Request (CD-3704A)	<input checked="" type="checkbox"/>
CD-3704 Application, page 5	Fiscal Year 2014-15 Center-Based Programs and Family Child Care Home Education Networks Personnel Certification	<input checked="" type="checkbox"/>
CD-3704 Application, page 7	Fiscal Year 2014-15 Program Calendar (one for each contract type)	<input checked="" type="checkbox"/>
CD-3704 Application, page 7	Agency Information Certification Form (from CDMIS Web site)	<input checked="" type="checkbox"/>
CD-3704 Application, page 7	State of California, Payee Data Record (STD.204)	<input checked="" type="checkbox"/>
CD-3704 Application, page 8	Fiscal Year 2014-15 Continued Funding Application Checklist	<input checked="" type="checkbox"/>

<b>Applicable Page Number(s)</b>	<b>Applicable Item Description</b>	<b>Check (✓) Box</b>
CD-3704 Application, page 6	Fiscal Year 2014-15 Subcontract Certification	<input type="checkbox"/>
CD-3704 Instructions, page 5	Site Supervisor or Program Director Qualifications Waiver Request (CD-7701A)	<input type="checkbox"/>

Applications must be received by the CDD on or before **Monday, December 2, 2013, 5 p.m.** Mail or deliver one (1) original and two (2) complete copies of the application packet, including all documents marked on the Continued Funding Application Checklist to the address below:

**FY 2014-15 Continued Funding Application**  
 Child Development Division  
 California Department of Education  
 1430 N Street, Suite 3410  
 Sacramento, CA 95814-5901



## Educational Services

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

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**TO:** Bob Bush, Superintendent

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

**BOARD MEETING DATE:** November 13, 2013

**BOARD AGENDA ITEM:** Board Policy 6011

### ACADEMIC STANDARDS

**BACKGROUND:** This policy outlines the Board of Trustees' obligation to adopt local standards that meet or exceed the state standards in the areas of English language arts, English language development, mathematics, science, health education, history-social science, physical education, career technical education, and preschool education and to ensure materials and professional development of teachers and staff support the implementation of the standards.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the revision to BP 6011.

**FUNDING:** No funding implications.



**Instruction**

**ACADEMIC STANDARDS**

The Board of Trustees shall adopt high standards for student achievement which challenge all students to reach their full potential and specify what students are expected to know and to be able to do at each grade level and in each area of study. These standards shall reflect the knowledge and skills needed for students to be adequately prepared for postsecondary education, employment, and responsible citizenship.

The Superintendent or designee shall provide the Board with recommended standards using a process that involves teachers, school site and district administrators, students, parents/guardians, representatives from business/industry and postsecondary institutions, and/or community members. He/she shall ensure the proper articulation of standards between grade levels and the alignment of the standards with the district's vision and goals, graduation requirements, college entrance requirements, and other desired student outcomes. He/she also shall ensure that the standards are easily understandable and measurable.

(cf. 0000 - Mission)

(cf. 0200 – Core Values for the School District)

(cf. 1220 - Citizen Advisory Committees)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

District content standards for English language arts, English language development, mathematics, science, health education, history-social science, physical education, career technical education, and preschool education shall meet or exceed statewide model content standards adopted by the State Board of Education or the State Superintendent of Public Instruction as applicable.

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6142.93 - Science Instruction)

(cf. 6142.94 - History-Social Science Instruction)

(cf. 6174 - Education for English Language Learners)

(cf. 6178 - Career Technical Education)

District curriculum, instruction, student assessments, and evaluations of the instructional program shall be aligned with district content standards. In accordance with Education Code 44662, standards of expected student achievement also shall be used in evaluating

teacher performance.

(cf. 4115 - Evaluation/Supervision)  
(cf. 6141 - Curriculum Development and Evaluation)  
(cf. 6143 - Courses of Study)  
(cf. 6162.5 - Student Assessment)  
(cf. 6190 - Evaluation of the Instructional Program)

Teachers and school administrators shall receive ongoing professional development to inform them of changes in the standards and to build their capacity to implement effective standards-based instructional methodologies.

(cf. 4131 - Staff Development)  
(cf. 4331 - Staff Development)

The Superintendent or designee shall annually communicate the applicable standards to students and their parents/guardians to inform them of the expectations for student learning at their grade level.

Staff shall continually assess students' progress toward meeting the standards, report each student's progress to the student and his/her parents/guardians, and offer remedial assistance in accordance with Board policy and administrative regulation.

(cf. 5121 - Grades/Evaluation of Student Achievement)  
(cf. 5123 - Promotion/Acceleration/Retention)  
(cf. 6177 - Summer School)  
(cf. 6179 - Supplemental Instruction)

The Superintendent or designee shall ensure that district standards are regularly reviewed and updated as necessary. At a minimum, district standards shall be reviewed whenever applicable statewide standards are revised and in response to changing student needs.

**Legal Reference:**

**EDUCATION CODE**

44662 Evaluation of certificated employees

51003 Statewide academic standards

60605-60605.9 Adoption of statewide academically rigorous content and performance standards

**UNITED STATES CODE, TITLE 20**

6311 State academic standards and accountability for Title I, Part A

**Management Resources:**

**CSBA PUBLICATIONS**

Common Core Standards, Fact Sheet, August 2010

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

World Language Content Standards for California Public Schools, Kindergarten Through Grade Twelve, January 2009

California Preschool Learning Foundations, Vol. 1, 2008

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, March 2008

California Career Technical Education Model Curriculum Standards, Grades Seven Through Twelve, May 2005

Physical Education Model Content Standards for California Public Schools, Kindergarten Through Grade Twelve, January 2005

Visual and Performing Arts Content Standards for California Public Schools, Prekindergarten Through Grade Twelve, January 2001

English-Language Development Standards for California Public Schools, Kindergarten Through Grade Twelve, July 1999

History-Social Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

English-Language Arts Content Standards for California Public Schools, Kindergarten Through Grade Twelve, December 1997

Mathematics Content Standards for California Public Schools, Kindergarten Through Grade Twelve, December 1997

WEB SITES

*CSBA: <http://www.csba.org>*

*California Department of Education: <http://www.cde.ca.gov>*

*Common Core State Standards Initiative: <http://www.corestandards.org>*

*Council of Chief State School Officers: <http://www.ccsso.org>*

*National Governors Association Center for Best Practices: <http://www.nga.org/center>*

*U.S. Department of Education: <http://www.ed.gov>*

Policy Adopted: 11/13/2013

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California

# ORCUTT

## Union School District


### BOARD OF TRUSTEES

ROB BUCHANAN  
ROBERT HATCH  
DR. JAMES PETERSON  
LIZ PHILLIPS  
JANET ZILLI

Where a Dedicated Staff Means  
**KIDS COME FIRST**

BOB BUSH  
*District Superintendent*  
HOLLY EDDIS, Ed.D.  
*Assistant Superintendent*  
DON NICHOLSON  
*Assistant Superintendent*  
MARYSIA OCHEJ  
*Assistant Superintendent*

TO: Board of Trustees

FROM: Don Nicholson,  Assistant Superintendent/Human Resources

BOARD MEETING DATE: November 13, 2013

BOARD AGENDA ITEM: Ratification of Updated Agreements with Management and Confidential Employees, and Public Disclosure of Proposed Agreements

BACKGROUND: Agreements with Management and Confidential employees call for compensation to be determined annually by the Board of Trustees. A tentative compensation agreement has been established with these employees for the 2013/2014 school year.

RECOMMENDATION: Before entering into a written agreement with employees, the District is required to disclose at a public meeting the costs to be incurred under the agreement for the current and subsequent years in a format established for this purpose (Ref. Govt. Code 3457.5(a). In addition, the District Superintendent and Assistant Superintendent of Business Services must certify, in writing, the costs incurred under the agreement (Ref. Govt. Code 3457.5(b).

To fulfill this disclosure requirement, we have attached the *Public Disclosure of Proposed Collective Bargaining Agreement* form including the multi-year projections as required by the Santa Barbara County Office of Education. This disclosure includes the 2013/2014 compensation agreement with Orcutt Union School District Certificated Management, Classified Management, and Confidential Employees.

It is recommended that the Board of Trustees approve the agreements with Orcutt Union School District Management and Confidential Employees effective July 1, 2013.

FINANCIAL IMPACT: Total increased cost to the district for Salary is \$248,661. The increased costs apply to the General Fund, Charter Fund, and the Cafeteria Fund.

**Santa Barbara County Education Office  
School Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/1991), GC 3540.2(a), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District: Orcutt Union School District  
 Name of Bargaining Unit: Management  
 Certificated, Classified, Other: Certificated Management, Classified Management, Confidential

The proposed agreement covers the period beginning: July 1, 2013 and ending: June 30, 2014  
 (date) (date)

The Governing Board will act upon this agreement on: November 13, 2013  
 (date)

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Current Budget (Prior to Proposed Agreement)	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		FY -	FY -	FY -
1. <b>Salary Schedule</b> Including Step and Column	\$ 3,055,577	\$ 219,716	\$ -	\$ -
		7.19%	0.00%	0.00%
2. <b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -	\$ -	\$ -	\$ -
<b>Description of Other Compensation</b>				
3. <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 409,112	\$ 28,945	\$ -	\$ -
		7.075%	0.00%	0.00%
4. <b>Health/Welfare Plans</b>	\$ 509,959		\$ -	\$ -
		0.00%	0.00%	0.00%
5. <b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 3,974,648	\$ 248,661	\$ -	\$ -
		6.256%	0.00%	0.00%
6. <b>Total Number of Bargaining Unit Employees</b> (Use FTEs if appropriate)	34.05			
7. <b>Total Compensation <u>Average</u> Cost per Bargaining Unit Employee</b>	\$ 116,730	\$ 7,303	\$ -	\$ -
		6.256%	0.00%	0.00%



Orcutt Union School District  
Management

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

N/A

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

N/A

**F. Source of Funding for Proposed Agreement:**

1. Current Year

General Fund, Cafeteria Fund, Charter Fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Projected state revenue.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

## Orcutt Union School District

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

## Unrestricted General Fund

Bargaining Unit:

Management

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of Adopted Budget 13-14)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources	8010-8099	\$ 22,249,974	\$ 758,403	\$ 23,008,377
Federal Revenue	8100-8299	\$ -	\$ -	\$ -
Other State Revenue	8300-8599	\$ 3,280,924	\$ (71,368)	\$ 3,209,556
Other Local Revenue	8600-8799	\$ 933,500	\$ -	\$ 933,500
<b>TOTAL REVENUES</b>		\$ 26,464,398	\$ 687,035	\$ 27,151,433
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 13,651,761	\$ 143,954	\$ 13,915,715
Classified Salaries	2000-2999	\$ 3,230,183	\$ 46,413	\$ 3,328,596
Employee Benefits	3000-3999	\$ 4,860,211	\$ 25,661	\$ 4,885,872
Books and Supplies	4000-4999	\$ 769,896	\$ -	\$ 769,896
Services, Other Operating Expenses	5000-5999	\$ 805,840	\$ -	\$ 805,840
Capital Outlay	6000-6999	\$ 181,000	\$ -	\$ 181,000
Other Outgo	7100-7299 7400-7499	\$ -	\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ (242,719)	\$ -	\$ (242,719)
<b>TOTAL EXPENDITURES</b>		\$ 23,256,172	\$ 216,028	\$ 24,844,254
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ 6,000	\$ -	\$ 6,000
Transfers Out and Other Uses	7600-7699	\$ 258,017	\$ -	\$ 258,017
Contributions	8980-8999	\$ (3,337,605)	\$ -	\$ (3,337,605)
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (381,396)	\$ (216,028)	\$ (685,019)
<b>BEGINNING FUND BALANCE</b>				
Prior-Year Adjustments/Restatements	9791 9793/9795	\$ 5,394,699	\$ -	\$ 5,394,699
<b>ENDING FUND BALANCE</b>		\$ 5,013,303	\$ (216,028)	\$ 4,112,256
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ 21,023	\$ -	\$ 21,023
Restricted Amounts	9740	\$ -	\$ -	\$ -
Committed Amounts	9750-9760	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,650,724	\$ -	\$ 1,650,724
Reserve for Economic Uncertainties	9789	\$ 958,229	\$ -	\$ 958,229
Unassigned/Unappropriated Amount	9790	\$ 2,383,327	\$ (216,028)	\$ 2,167,299

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive



## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Restricted General Fund Management			
		Column 1	Column 2	Column 3	Column 4
Object Code		Latest Board- Approved Budget Before Settlement (As of Adopted Budget 13-14)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
Revenue Limit Sources	8010-8099	\$ 1,161,673		\$ -	\$ 1,161,673
Federal Revenue	8100-8299	\$ 1,315,323		\$ -	\$ 1,315,323
Other State Revenue	8300-8599	\$ 2,509,799		\$ -	\$ 2,509,799
Other Local Revenue	8600-8799	\$ 90,302		\$ -	\$ 90,302
<b>TOTAL REVENUES</b>		\$ 5,077,097		\$ -	\$ 5,077,097
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 2,697,836	\$ -	\$ -	\$ 2,697,836
Classified Salaries	2000-2999	\$ 1,909,017	\$ -	\$ -	\$ 1,909,017
Employee Benefits	3000-3999	\$ 1,387,999	\$ -	\$ -	\$ 1,387,999
Books and Supplies	4000-4999	\$ 499,020		\$ -	\$ 499,020
Services, Other Operating Expenses	5000-5999	\$ 1,446,146		\$ -	\$ 1,446,146
Capital Outlay	6000-6999	\$ 6,500		\$ -	\$ 6,500
Other Outgo	7100-7299	\$ -		\$ -	\$ -
	7400-7499				
Indirect/Direct Support Costs	7300-7399	\$ 184,186		\$ -	\$ 184,186
<b>TOTAL EXPENDITURES</b>		\$ 8,130,704	\$ -	\$ -	\$ 8,130,704
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ 12,000	\$ -	\$ -	\$ 12,000
Transfers Out and Other Uses	7600-7699	\$ 296,000	\$ -	\$ -	\$ 296,000
Contributions	8980-8999	\$ 3,337,605	\$ -	\$ -	\$ 3,337,605
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (1)	\$ -	\$ -	\$ (1)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 733,785			\$ 733,785
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 733,784	\$ -	\$ -	\$ 733,784
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 733,784	\$ -	\$ -	\$ 733,784
Committed Amounts	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ (0)	\$ -	\$ -	\$ (0)

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Combined General Fund**

Bargaining Unit:

		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of Adopted Budget 13-14)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
Object Code					
<b>REVENUES</b>					
Revenue Limit Sources	8010-8099	\$ 23,411,647		\$ 758,403	\$ 24,170,050
Federal Revenue	8100-8299	\$ 1,315,323		\$ -	\$ 1,315,323
Other State Revenue	8300-8599	\$ 5,790,723		\$ (71,368)	\$ 5,719,355
Other Local Revenue	8600-8799	\$ 1,023,802		\$ -	\$ 1,023,802
<b>TOTAL REVENUES</b>		\$ 31,541,495		\$ 687,035	\$ 32,228,530
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 16,349,597	\$ 143,954	\$ 120,000	\$ 16,613,551
Classified Salaries	2000-2999	\$ 5,139,199	\$ 46,413	\$ 52,000	\$ 5,237,612
Employee Benefits	3000-3999	\$ 6,248,210	\$ 25,661	\$ -	\$ 6,273,871
Books and Supplies	4000-4999	\$ 1,268,916		\$ 450,054	\$ 1,718,970
Services, Other Operating Expenses	5000-5999	\$ 2,251,986		\$ 550,000	\$ 2,801,986
Capital Outlay	6000-6999	\$ 187,500		\$ 200,000	\$ 387,500
Other Outgo	7100-7299	\$ -		\$ -	\$ -
	7400-7499				
Indirect/Direct Support Costs	7300-7399	\$ (58,533)		\$ -	\$ (58,533)
<b>TOTAL EXPENDITURES</b>		\$ 31,386,876	\$ 216,028	\$ 1,372,054	\$ 32,974,958
<b>OTHER FINANCING SOURCES/USES</b>					
Transfer In and Other Sources	8900-8979	\$ 18,000	\$ -	\$ -	\$ 18,000
Transfers Out and Other Uses	7600-7699	\$ 554,017	\$ -	\$ -	\$ 554,017
Contributions	8980-8999	\$ 0	\$ -	\$ -	\$ 0
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (381,397)	\$ (216,028)	\$ (685,019)	\$ (1,282,444)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 6,128,484			\$ 6,128,484
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 5,747,087	\$ (216,028)	\$ (685,019)	\$ 4,846,040
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 21,023	\$ -	\$ -	\$ 21,023
Restricted Amounts	9740	\$ 733,784	\$ -	\$ -	\$ 733,784
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,650,724	\$ -	\$ 1,434,640	\$ 3,085,364
Reserve for Economic Uncertainties	9789	\$ 958,229	\$ -	\$ 47,640	\$ 1,005,869
Unassigned/Unappropriated Amount	9790	\$ 2,383,327	\$ (216,028)	\$ (2,167,299)	\$ 0

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: **Charter School Special Revenue Fund**  
 Bargaining Unit: **Management**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of Adopted Budget 13-14)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 4,176,355		\$ 130,419	\$ 4,306,774
Other State Revenue 8300-8599	\$ 519,348		\$ (3,306)	\$ 516,042
Other Local Revenues 8600-8799	\$ 10,300		\$ -	\$ 10,300
<b>TOTAL REVENUES</b>	\$ 4,706,002		\$ 127,113	\$ 4,833,115
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 2,120,190	\$ 29,349	\$ -	\$ 2,149,539
Classified Salaries 2000-2999	\$ 399,201		\$ -	\$ 399,201
Employee Benefits 3000-3999	\$ 727,197	\$ 3,284	\$ -	\$ 730,481
Books and Supplies 4000-4999	\$ 134,962		\$ -	\$ 134,962
Services, Other Operating Expenses 5000-5999	\$ 1,156,031		\$ -	\$ 1,156,031
Capital Outlay 6000-6999	\$ 10,000		\$ -	\$ 10,000
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 4,547,581	\$ 32,633	\$ -	\$ 4,580,214
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 22,401	\$ -	\$ -	\$ 22,401
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 136,020	\$ (32,633)	\$ 127,113	\$ 230,500
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 1,629,378			\$ 1,629,378
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 1,765,398	\$ (32,633)	\$ 127,113	\$ 1,859,878
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 1,765,398	\$ -	\$ 94,480	\$ 1,859,878
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 0	\$ (32,633)	\$ 32,633	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Orcutt Union School District  
Management

**Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:**

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ 687,035	Adopted budget based on RL, revision on approved state budget LCFF
Expenditures	\$ 1,372,054	2 Additional Certificated FTE, Grounds, Counseling, One-time designation
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ 127,113	Adopted budget based on RL, revision on approved state budget LCFF
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

## Orcutt Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Unrestricted General Fund MYP**

Bargaining Unit:

Management

Object Code	2013-14	2014-15	2015-16
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
Revenue Limit Sources 8010-8099	\$ 23,008,377	\$ 23,176,519	\$ 23,682,015
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ 3,209,556	\$ 3,237,930	\$ 3,273,234
Other Local Revenue 8600-8799	\$ 933,500	\$ 933,980	\$ 934,512
<b>TOTAL REVENUES</b>	\$ 27,151,433	\$ 27,348,429	\$ 27,889,761
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 13,915,715	\$ 14,110,139	\$ 14,390,732
Classified Salaries 2000-2999	\$ 3,328,596	\$ 3,328,940	\$ 3,363,692
Employee Benefits 3000-3999	\$ 4,885,872	\$ 4,891,221	\$ 4,920,528
Books and Supplies 4000-4999	\$ 1,219,950	\$ 757,604	\$ 776,544
Services, Other Operating Expenses 5000-5999	\$ 1,355,840	\$ 1,014,524	\$ 1,055,783
Capital Outlay 6000-6999	\$ 381,000	\$ 131,000	\$ 131,000
Other Outgo 7100-7299	\$ -	\$ -	\$ -
7400-7499			
Indirect/Direct Support Costs 7300-7399	\$ (242,719)	\$ (242,719)	\$ (242,719)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 24,844,254	\$ 23,990,708	\$ 24,395,560
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 6,000	\$ 6,000	\$ 6,000
Transfers Out and Other Uses 7600-7699	\$ 258,017	\$ 258,017	\$ 258,017
Contributions 8980-8999	\$ (3,337,605)	\$ (3,258,585)	\$ (3,289,979)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1,282,443)	\$ (152,881)	\$ (47,795)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 5,394,699	\$ 4,112,256	\$ 3,959,375
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 4,112,256	\$ 3,959,375	\$ 3,911,580
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 21,023	\$ 21,023	\$ 21,023
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ -		\$ -
Assigned Amounts 9780	\$ 3,085,364	\$ 2,937,238	\$ 2,896,867
Reserve for Economic Uncertainties 9789	\$ 1,005,869	\$ 1,001,114	\$ 993,690
Unassigned/Unappropriated Amount 9790	\$ 0	\$ (0)	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## Orcutt Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Restricted General Fund MYP**

Bargaining Unit:

Management

Object Code	2013-14	2014-15	2015-16
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
Revenue Limit Sources 8010-8099	\$ 1,161,673	\$ 1,161,673	\$ 1,161,673
Federal Revenue 8100-8299	\$ 1,315,323	\$ 1,315,323	\$ 1,315,323
Other State Revenue 8300-8599	\$ 2,509,799	\$ 2,550,064	\$ 2,600,162
Other Local Revenue 8600-8799	\$ 90,302	\$ 90,302	\$ 90,302
<b>TOTAL REVENUES</b>	\$ 5,077,097	\$ 5,117,362	\$ 5,167,460
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 2,697,836	\$ 2,736,955	\$ 2,776,641
Classified Salaries 2000-2999	\$ 1,909,017	\$ 1,926,457	\$ 1,943,971
Employee Benefits 3000-3999	\$ 1,387,999	\$ 1,395,794	\$ 1,403,665
Books and Supplies 4000-4999	\$ 499,020	\$ 1,235,797	\$ 509,043
Services, Other Operating Expenses 5000-5999	\$ 1,446,146	\$ 1,456,317	\$ 1,465,708
Capital Outlay 6000-6999	\$ 6,500	\$ 6,500	\$ 6,500
Other Outgo 7100-7299	\$ -	\$ -	\$ -
7400-7499			
Indirect/Dirrect Support Costs 7300-7399	\$ 184,186	\$ 184,186	\$ 184,186
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 8,130,704	\$ 8,942,005	\$ 8,289,714
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 12,000	\$ 12,000	\$ 12,000
Transfers Out and Other Uses 7600-7699	\$ 296,000	\$ 179,726	\$ 179,726
Contributions 8980-8999	\$ 3,337,605	\$ 3,258,585	\$ 3,289,979
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1)	\$ (733,784)	\$ -
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 733,785	\$ 733,784	\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 733,784	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ -	\$ -	
Restricted Amounts 9740	\$ 733,784	\$ -	
Committed Amounts 9750-9760			
Assigned Amounts 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ (0)	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## Orcutt Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Combined General Fund MYP**

Bargaining Unit:

Management

Object Code	2013-14	2014-15	2015-16
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
Revenue Limit Sources 8010-8099	\$ 24,170,050	\$ 24,338,192	\$ 24,843,688
Federal Revenue 8100-8299	\$ 1,315,323	\$ 1,315,323	\$ 1,315,323
Other State Revenue 8300-8599	\$ 5,719,355	\$ 5,787,994	\$ 5,873,396
Other Local Revenue 8600-8799	\$ 1,023,802	\$ 1,024,282	\$ 1,024,814
<b>TOTAL REVENUES</b>	\$ 32,228,530	\$ 32,465,791	\$ 33,057,222
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 16,613,551	\$ 16,847,093	\$ 17,167,373
Classified Salaries 2000-2999	\$ 5,237,612	\$ 5,255,396	\$ 5,307,663
Employee Benefits 3000-3999	\$ 6,273,871	\$ 6,287,015	\$ 6,324,193
Books and Supplies 4000-4999	\$ 1,718,970	\$ 1,993,401	\$ 1,285,587
Services, Other Operating Expenses 5000-5999	\$ 2,801,986	\$ 2,470,840	\$ 2,521,490
Capital Outlay 6000-6999	\$ 387,500	\$ 137,500	\$ 137,500
Other Outgo 7100-7299	\$ -	\$ -	\$ -
7400-7499			
Indirect/Direct Support Costs 7300-7399	\$ (58,533)	\$ (58,533)	\$ (58,533)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 32,974,958	\$ 32,932,713	\$ 32,685,273
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 18,000	\$ 18,000	\$ 18,000
Transfers Out and Other Uses 7600-7699	\$ 554,017	\$ 437,743	\$ 437,743
Contributions 8980-8999	\$ 0	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1,282,444)	\$ (886,665)	\$ (47,795)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 6,128,484	\$ 4,846,040	\$ 3,959,375
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 4,846,040	\$ 3,959,375	\$ 3,911,580
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 21,023	\$ 21,023	\$ 21,023
Restricted Amounts 9740	\$ 733,784	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 3,085,364	\$ 2,937,238	\$ 2,896,867
Reserve for Economic Uncertainties 9789	\$ 1,005,869	\$ 1,001,114	\$ 993,690
Unassigned/Unappropriated Amount 9790	\$ 0	\$ (0)	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

Orcutt Union School District  
Management

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

		2013-14	2014-15	2015-16
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 33,528,975	\$ 33,370,456	\$ 33,123,016
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 33,528,975	\$ 33,370,456	\$ 33,123,016
d.	State Standard Minimum Reserve Percentage for this District <b>Enter percentage</b> →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$50,000)	\$ 1,005,869	\$ 1,001,114	\$ 993,690

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,005,869	\$ 1,001,114	\$ 993,690
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 0	\$ (0)	\$ 0
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 1,005,869	\$ 1,001,114	\$ 993,690
f.	Reserve for Economic Uncertainties Percentage	3.00%	3.00%	3.00%

3. Do unrestricted reserves meet the state minimum reserve amount?

2013-14	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2014-15	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2015-16	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

N/A



Orcutt Union School District  
Management

**5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 248,661
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (216,028)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ -
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ (32,633)
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (248,661)
<b>Variance</b>	\$ -

**Variance Explanation:**

N/A

**6. Will this agreement create or increase deficit financing in the current or subsequent years?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

<u>General Fund Combined</u>	<u>Surplus/(Deficit)</u>	<u>(Deficit) %</u>	<u>Deficit primarily due to:</u>
2013-14 Surplus/(Deficit) before settlement(s)?	\$ (381,397)	(1.19%)	Spending down fund balance with one-time exp.
2013-14 Surplus/(Deficit) after settlement(s)?	\$ (1,282,444)	(3.82%)	Spending down fund balance with one-time exp.
2014-15 Surplus/(Deficit) after settlement(s)?	\$ (886,665)	(2.66%)	Spending down fund balance with one-time exp.
2015-16 Surplus/(Deficit) after settlement(s)?	\$ (47,795)	(0.14%)	Spending down fund balance with one-time exp.

**Deficit Reduction Plan (as necessary):**

The District recognizes its obligation to remain solvent and if necessary will make reductions should revenues change in future years.

**7. Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 2014-15 and/or 2015-16?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet or use Page 9a.

<u>MYP</u>	<u>Amount</u>	<u>"Other Adjustments" Explanation</u>
2014-15 Unrestricted, Page 5a	\$ -	
2014-15 Restricted, Page 5b	\$ -	
2015-16 Unrestricted, Page 5a	\$ -	
2015-16 Restricted, Page 5b	\$ -	

**K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2(a) and 3547.5, the Superintendent and Chief Business Official of the Orcutt Union School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2013 to June 30, 2014.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

<b>Budget Adjustment Increase/(Decrease)</b>	
\$	814,148
\$	1,620,715
\$	(806,567)

Subsequent Years

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

<b>Budget Adjustment Increase/(Decrease)</b>	
\$	822,653
\$	439,781
\$	382,872

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify       I am unable to certify

Bob Bush  
 District Superintendent  
 (Signature)

11/8/13  
 Date

I hereby certify       I am unable to certify

Margie Oby  
 Chief Business Official  
 (Signature)

11/8/13  
 Date

**Special Note:** The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.



**L. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Orcutt Union School District

**District Name**

**District Superintendent  
(Signature)**

Rebecca Holmes  
**Contact Person**

**Date**

(805) 938-8915

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on November 13, 2013, took action to approve the proposed agreement with the Certificated Management, Classified Management, and Confidential employees.

**President (or Clerk), Governing Board  
(Signature)**

**Date**

**Special Note:** The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.

# Board Report

## District 16 -- Orcutt Union

### Fund 01 -- General Fund

As of 10/31/2013

	Beginning Bal/ WrkBudget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Encumbrances	Ending Bal/ Remaining Bal
9110 -- Cash in County Treasury	3,193,399.72	(844,876.41)	1,194,674.72	0.00	4,388,074.44
9130 -- Revolving Cash/Fiscal Agent	18,454.02	0.00	0.00	0.00	18,454.02
9200 -- Accounts Receivable	3,796,195.62	0.00	(3,796,220.62)	0.00	(25.00)
9310 -- Due from Other Funds	102,272.14	0.00	(82,272.14)	0.00	20,000.00
9320 -- Stores	13,927.06	0.00	0.00	0.00	13,927.06
9330 -- Prepaid Expenditures (Expenses)	24,134.40	0.00	(24,134.40)	0.00	0.00
<b>Total Assets</b>	<b>7,148,382.96</b>	<b>(844,876.41)</b>	<b>(2,707,952.44)</b>	<b>0.00</b>	<b>4,440,430.52</b>
9500 -- Accounts Payable (Current Liabilities)	757,950.27	537.89	(756,236.29)	0.00	1,713.98
9610 -- Due to Other Funds	261,264.68	0.00	(261,264.68)	0.00	0.00
9650 -- Deferred Revenue	683.80	0.00	(683.80)	0.00	0.00
<b>Total Liabilities</b>	<b>1,019,898.75</b>	<b>537.89</b>	<b>(1,018,184.77)</b>	<b>0.00</b>	<b>1,713.98</b>
<b>Fund Balance (Beginning Balance/Actual)</b>	<b>6,128,484.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,438,716.54</b>
9791 -- Net Beginning Balance	6,128,484.21	0.00	6,128,484.21	0.00	6,128,484.21
8010 -- Revenue Limit Sources	23,411,647.00	1,952,758.03	5,364,419.73	0.00	18,047,227.27
8100 -- Federal Revenue	1,315,323.00	0.00	(354,302.51)	0.00	1,669,625.51
8300 -- Other State Revenues	5,790,723.21	290,420.68	287,138.02	0.00	5,503,585.19
8600 -- Other Local Revenue	1,211,439.56	259,052.09	425,772.44	0.00	785,667.12
8910 -- Other Financing Sources	18,000.00	836.36	836.36	0.00	17,163.64
8980 -- Contributions	0.44	0.00	0.00	0.00	0.44
<b>Total Revenues</b>	<b>31,747,133.21</b>	<b>2,503,067.16</b>	<b>5,723,864.04</b>	<b>0.00</b>	<b>26,023,269.17</b>
1000 -- Certificated Personnel Salaries	16,446,086.95	1,539,274.99	3,423,228.96	0.00	13,022,857.99
2000 -- Classified Personnel Salaries	5,168,548.86	612,114.22	1,567,489.83	0.00	3,601,059.03
3000 -- Employee Benefits	6,264,189.85	632,876.95	1,335,002.54	0.00	4,929,187.31
4000 -- Books and Supplies	1,618,969.55	116,339.06	411,978.60	408,292.76	798,698.19
5000 -- Services and Other Operating Expenditures	2,400,998.16	177,266.59	374,162.30	1,440,394.24	586,441.62
6000 -- Capital Outlay	437,500.00	270,609.65	301,769.48	61,014.56	74,715.96
7000 -- Other Outgo & Transfers Out	495,484.05	0.00	0.00	0.00	495,484.05
<b>Total Expenditures</b>	<b>32,831,777.42</b>	<b>3,348,481.46</b>	<b>7,413,631.71</b>	<b>1,909,701.56</b>	<b>23,508,444.15</b>
<b>Fund Balance (Budget/Actual)</b>	<b>5,043,840.00</b>	<b>0.00</b>	<b>4,438,716.54</b>	<b>0.00</b>	<b>0.00</b>

Selection Criteria: District = 16; Fund = 01,09 Filtered By: None