

ORCUTT UNION SCHOOL DISTRICT  
Regular Charter Meeting of the Board of Trustees  
Wednesday, December 14, 2016  
Closed Session 6:00 p.m.  
Public Session —6:15 p.m.  
District Office Board Room  
500 Dyer Street, Orcutt, CA. 93455

**CALL TO ORDER** 6:00 P.M.

- A. Pledge of Allegiance
- B. Oath of Office for Newly Elected Board Members – Bill Cirone, County Superintendent  
Lizabeth Phillips, Lisa Morinini

**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** 6:15 P.M.

- C. Public Report on Action Taken in Closed Session
- D. Adoption of December 14, 2016 Agenda

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

**PUBLIC COMMENT ANNOUNCEMENT**

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

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

E. Superintendent's Report

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

- 1. OAHS Choir
- 2. ASB Report

F. Public Comment

An opportunity for the public to provide input to the Board of Trustees. Those wishing to speak about a specific agenda item may do so during the Public Comment segment or when the item is being considered. Any request to speak must be submitted on a Request for Public Comment Form which can be obtained from the Superintendent's secretary and submitted prior to the presiding officer addressing the item. If you choose to speak when an item is before the Board, your name will be called prior to board consideration.

An item not on the agenda must be addressed during the Public Comment segment of the agenda.

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. Certificated Personnel Action Report
- B. Minutes Regular Meeting, November 16, 2016

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

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

**ITEMS SCHEDULED FOR ACTION**

A. GENERAL

- 1. OAHS Cross Country Meet

Staff recommends that the Board of Trustees formally approve the OAHS Boys/Girls Cross Country Team trip to compete in a CIF Cross Country meet in Riverside, CA November 18-19, 2016. The Board was informed of this trip at the November board meeting.

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

2. Gifts

A donation of \$3,000 was received from the Orcutt Academy K-8 PTSA to be used for OAK-8 field trips and an additional \$906 donation from the Orcutt Academy K-8 PTSA for OAK-8 classroom supplies.

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

B. BUSINESS

1. First Interim Report, Orcutt Academy Charter School 2016-2017

It is recommended that the Board of Trustees approve the First Interim Report, Orcutt Academy School 2016-2017 as presented and authorize the filing of a positive certification for 2016-2017 and the next two years with the Santa Barbara County Education Office. A copy of the First Interim Report is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 a.m. – 4:30 p.m. Monday – Friday.

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

C. EDUCATIONAL SERVICES

1. Single School Plans for Student Achievement

Staff recommends the Board of Trustees approve the Single School Plan for Student Achievement for the Orcutt Academy Charter, as submitted. A copy of the Single School Plan for Student Achievement is 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. Educational Effectiveness Plan

Staff recommends that the Board of Trustees approve the Educational Effectiveness Plan as presented at the November 16, 2016 meeting.

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

**ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

1. Orcutt Academy High School Plan for College Readiness Block Grant
2. Items from the Board

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, January 11, 2017, with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

**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.*

# ORCUTT ACADEMY CHARTER SCHOOLS

## 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 December 16, 2016

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

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Alberry, Ben	Charter HS	Extra Duty	\$40/hr	10/12/16	Articulation, 1.5 hrs
Benton, Dylan	Charter HS	Extra Duty	\$42/hr	10/5-10/27/16	Intervention, 8 hrs
Bornhoft, Kristin	Charter HS	Extra Duty	\$40/hr	10/12/16	Articulation, 1.5 hrs
Bray, Tyler	Charter HS	Hourly	\$40/hr	10/4-10/26/16	Long Term Sub Plan/Prep, 8 hr
Culbara, Graham	Charter HS	Extra Duty	\$40/hr	10/3-10/25/16	Intervention, 7 hrs
Dell'Armo, John	Charter HS	Extra Duty	\$40/hr	10/3-10/25/16	Intervention, 6 hrs
Eubanks, Lauren	Charter HS	Extra Duty	\$40/hr	10/12/16 10/3-10/31/16 10/10-10/28/16	Articulation, 1.5 hrs Afternoon Library, 7.5 hrs Locker room Supervisor, 2.5 hr
Gelotti, Scott	Charter HS	Extra Duty	\$40/hr	10/4-10/31/16	Detention, 7 hrs
Gill, Vickie	Charter HS	Hourly	\$50	10/7-10/27/16	TIP Mentor, 11 hrs
Greene, Mathew	Charter HS	Stipend	\$1066	2016-17	Girls JV Soccer Coach
Kintzi, Dona	Charter HS	Extra Duty	\$40/hr	10/31/16	Worked Prep, 1 hr
Mason, Joshua	Charter HS	Extra Duty	\$40/hr	10/4-10/27/16	Intervention, 6 hrs
Papworth, Timothy	Charter HS	Stipend	\$1400	2016-17	Boys Varsity Volleyball Coach
Penk, Heather	Charter HS	Extra Duty	\$40/hr	10/12/16	Articulation, 1.5 hrs

\*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Pirman, Deborah	Charter HS	Extra Duty	\$40/hr	10/4-10/27/16 10/4-10/27/16	Morning Library, 3.5 hrs Intervention, 8 hrs
Shaw, Michael	Charter HS	Stipend	\$1400	2016-17	After School Drama Advisor
Whitney, Lois	Charter I/S	Hourly	\$26	10/5-10/26/16	Hourly Teacher, 32 hrs

\*To be prorated

**ORCUTT UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR CHARTER MEETING  
November 16, 2016**

**CALL TO ORDER**

A regular charter meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, November 16, 2016 beginning with Mrs. Phillips calling Public Session to order at 6:00 p.m. The Pledge of Allegiance was led by Jan Zilli. Members Present: Buchanan, Peterson, Hatch, Phillips and Zilli. Absent: None. Administrators Present: Blow, Nicholson, Con, Edds and Fell. It was moved by Bob Hatch, seconded by Jan Zilli and carried to adjourn to Closed Session at 6:01 p.m. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli. Absent: None.

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 6:15 p.m. and Mrs. Phillips reported that no action was taken in Closed Session. It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt the November 16, 2016 agenda as presented. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli.

**SUPERINTEDEENT'S REPORT**

Teacher Leigh Stephenson and her ASB leadership team gave a presentation the 2016-17 ASB Statement of Purpose and Goals. Students commented on their contributions to the team and what plans they have to increase the school spirit, improve student-staff relationships and give back to the community.

Joe Dana gave an update on the SOAAR (Supporting Orcutt Academy's Academic Resources) non-profit organization which was founded to help provide the best possible academic programs for the Orcutt Academy students. They have recently recruited several students from the class of 2012 to help support their former school and will be working to reach out to more alumni.

**CONSENT AGENDA ITEMS**

- A. Certificated Personnel Action Report
- B. Minutes, Regular Meeting October 12, 2016
- C. Hiring of Coaches 2016/2017

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

**ACTION AGENDA ITEMS**

**Trips**

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to approve the OAHS CIF Cross Country team trip to compete in a CIF Cross Country meet in Riverside, CA on November 11, 2016. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli.

It was moved by Jim Peterson seconded by Jan Zilli and carried to approve the OAHS Boys Varsity and Girls Varsity & JV Soccer team trip to participate in the Garces Holiday Soccer Tournament in Bakersfield, Ca on December 16-17, 2016

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, December 14, 2016 with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA..

**ITEMS FROM THE BOARD**

Mr. Buchanan thanked Joe Dana and Dana Alford for all the hard work they put into the Measure G campaign and wished everyone a Happy Thanksgiving. Dr. Peterson thanked retiring Board Member, Jan Zilli for her 24 years of commitment to the students of the Orcutt Union School District. Mr. Hatch thanked Joe Dana for another wonderful Veterans' Day event. This is the 10<sup>th</sup> year that he has been privileged to attend this celebration.

**ADJOURN**

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn the meeting at 6:53 p.m.

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Deborah L. Blow, Ed.D. Board Secretary

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James Peterson, Clerk, Board of Trustees



## Orcutt Academy Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: November 16, 2016

BOARD AGENDA ITEM: OAHS CIF Cross Country Meet

BACKGROUND: Orcutt Academy High School Boys/Girls Cross Country Team will be competing in a CIF Cross Country meet in Riverside, CA. This competition takes place on Friday, November 18, 2016. Coach Roger Fabing and Coach Frank Mata will be accompanying a total of 15 players.

This trip will be an overnight trip with reservations at a hotel in Riverside, CA. Our team will depart from OAHS on the morning of Friday, November 18, 2016 at 6:00 am and return on the night of Saturday, November 19, 2016.

Transportation will be provided by two school vehicles. All costs will be paid out of our CIF budget.

RECOMMENDATION: Staff recommends that this overnight trip and permission to travel to this competition be approved as submitted.

FUNDING: No Impact on General Fund





# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Orcutt Academy K-8 Date: 11/14/16

**DONOR:** Name: Orcutt Academy K-8 PTSA  
Address: 480 Centennial St., Los Alamos  
Phone No. 938-0128

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$3000.00  
(Fill in if money is donated)  
Designated for: Orcutt Academy K-8  
General Description: Funds donated to be used for OAK-8 field trips  
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? \_\_\_\_\_
- C. Will donor pay installation costs?  Yes  No
- D. Will there be operating costs?  
If yes, what type?  Yes  No
- \_\_\_\_\_

Acceptance Requested By (OUSD Staff Member): Reyes Gonzalez  
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.)

# ORCUTT ACADEMY K-8

# PTSA®

480 CENTENNIAL ST. LOS ALAMOS, CA 93440

November 7, 2016

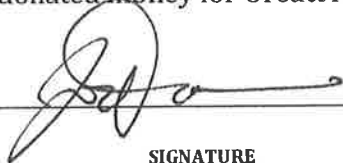
To Whom It May Concern,

Please accept this donation of \$3000.00 from the Orcutt Academy PTSA to be used for Field Trips.

Please acknowledge receipt of this donation by signing in the space indicated below and returning a signed copy of this letter to:

Orcutt Academy PTSA  
C/O Christina Fenske, President  
480 Centennial St  
Los Alamos, CA 93455

I Joseph L. Dana acknowledge receipt of \$3000.00 and agree to use the donated money for Orcutt Academy K-8 field trips.

  
\_\_\_\_\_  
SIGNATURE

11/10/16  
DATE



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Orcutt Academy K-8 Date: 11/14/16

DONOR: Name: Orcutt Academy K-8 PTSA
Address: 480 Centennial St., Los Alamos
Phone No. 938-0128

GIFT: Item Donated or Cash Donation \$906.00
Designated for: Orcutt Academy K-8 teachers
General Description: Funds donated to be used for OAK-8 classroom supply budget
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): Reyes Gonzalez
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.)

# ORCUTT ACADEMY K-8



480 CENTENNIAL ST. LOS ALAMOS, CA 93440

November 7, 2016

To Whom It May Concern,

Please accept this donation of \$906.00 from the Orcutt Academy PTSA. This money was raised by parents and teachers during our 2016 Harvest Festival Silent Auction held on Friday October 21<sup>st</sup>.

The Orcutt Academy PTSA made a commitment to the parents and teachers that every dollar raised by their respective classrooms would go back into the teacher's classroom fund. We ask that the \$906.00 be divided in the following manner.

Mrs. Cristy Cole- \$90

Mrs. Shauna Wilson- \$276

Mrs. Lovell- \$300

Ms. Carricaburu- \$140

Mrs. Clayton - \$100

*classroom  
supply budget*

Please acknowledge receipt of this donation by signing in the space indicated below and returning a signed copy of this letter to:

Orcutt Academy PTSA  
C/O Christina Fenske, President  
480 Centennial St  
Los Alamos, CA 93455

I  acknowledge receipt of \$906.00 and agree to add it to the teacher's classroom fund as stated above.

Joseph L. Dana

11/10/16

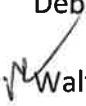
SIGNATURE

DATE



## BUSINESS SERVICES MEMORANDUM

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

**FROM:**  Walter Con, Assistant Superintendent, Business Services  
Jeff Kirby, Director, Fiscal Services

**BOARD MEETING DATE:** December 14, 2016

**BOARD AGENDA ITEM:** First Interim Report, Orcutt Academy Charter School 2016-17

**BACKGROUND:** The First Interim Report is predicated upon the State's adopted budget which was signed by the Governor June 2016 along with the majority of the accompanying trailer bills.

We use the California School Services dashboard assumptions along with the FCMAT Calculator, which are a starting point for current and future year's fiscal assumptions. This (5) year multi-year budget projection reflects on-going fiscal solvency of the Charter Fund (09).

Please refer to the budget narrative for more detailed information.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the First Interim Report with a Positive Certification for 2016/2017.

**FUNDING:** Orcutt Academy Charter School Fund (09)



## Educational Services

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

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**To:** Dr. Deborah Blow, Superintendent

**From:** Dr. Holly Edds, Assistant Superintendent, Educational Services

**Board Meeting Date:** December 14, 2016

**Board Agenda Item:** School Site Plans for Orcutt Academy Charter 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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: December 14, 2016

BOARD AGENDA ITEM: Educator Effectiveness Plan

### BACKGROUND:

Legislation was passed during the 2015-16 school year that allocated funds to districts, county offices of education, and school districts for the purpose of providing beginning teacher and administrator support and mentoring, professional development, coaching and support services for teachers identified as needing improvement or additional support, professional development for teachers and administrators aligned to the state standards, and to promote educator quality and effectiveness.

Funds can be used for the following:

- Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the California Education Code (EC).
- Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by LEAs.
- Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to sections 51226, 60605.1, 60605.2, 60605.3, 60605.8, 60605.11, 60605.85, as that Section read on June 30, 2014, and 60811.3, as that Section read on June 30, 2013, of the EC.
- To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning.

As a condition of receiving Educator Effectiveness funds, the Charter is required to:

- Develop and adopt a plan delineating how the Educator Effectiveness funds will be spent. The plan must be explained in public meeting of the governing board of the school district or county board of education, or governing body of the charter school, before its adoption in a subsequent public meeting.

- On or before July 1, 2018, report detailed expenditure information to the California Department of Education (CDE), including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development.

The Orcutt Academy Charter plans to use the funds in the following manner:

- Provide training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning
- Provide beginning teacher and administrator support and mentoring
- Provide professional development for teachers and administrators that is aligned with the state content standards

#### RECOMMENDATION:

It is recommended that the Board of Trustees approve the Educator Effectiveness Plan.

#### FUNDING:

The estimated amount of one-time funds to be received for this purpose is \$ 49,544



### Educator Effectiveness Plan

	Target	Date of Training	Cost	Total Budgeted
Additional PD Day	All Certificated, Selected Classified and Hourly Certificated Staff	1-Nov-16	one day per diem and cost of hourly certificated and classified	\$ 20,000.00
SIPPS Training - Intervention	Intervention Teachers (regular and hourly)	Initial Sept. 2016 (grades 1-6) January 9th (1/2 day) K Follow up, modeling, principal walkthroughs January 10-11	\$2200/day + travel for 3.5-4 days minimum subs for initial training (cost shared with District)	\$ 2,500.00
Intervention Specialist to work with Leadership Teams and Principals	Site Leadership Teams, TOSAs, Site Principals	Leadership Team meetings 2016-17 and 2017-18	\$1500/day for 20 days (cost shared with District)	\$ 5,000.00
CUE Black Label	Certificated, Classified, Administrators	2017-18	300/\$120day/2 days	\$ 3,000.00
CUE Rock Star Camp	Certificated, Classified, Administrators	2016-17 and 2017-18		\$ 2,000.00
CA Content Standards/NGSS Implementation	Certificated, Administrators	2016-17 and 2017-18		\$ 15,090.00
Formative Assessment	Certificated, Administrators	2016-17 and 2017-18	\$3,000/day for 4 days	\$ 1,954.00
			Subtotal	\$ 49,544.00
			Allocation	\$ 49,544.00
			Balance	\$ -

# Memo



To: Dr. Deborah Blow, Superintendent  
From: Joe Dana, Director of Charter Programs  
Date: December 14, 2016  
Re: Proposed Plan for Use of College Readiness Block Grant

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The College Readiness Block Grant is a one-time program recently enacted by the state legislature and signed by the governor. SB 828 (the education omnibus budget trailer bill) allocated \$200 million with the intent to provide high school students, specifically unduplicated students, with additional supports to increase the number of students who enroll at institutions of higher education and complete an undergraduate degree within four years. Grant funds are available for expenditure or encumbrance through the 2018-2019 fiscal year.

Charter schools serving high school students are eligible to receive funds, provided they are accredited or are in the process of being accredited by the Western Association of Schools and Colleges (WASC). While the state has designated an apportionment (\$149.32) for each unduplicated student, eligible schools will receive a minimum of \$75,000 if they have at least one "unduplicated" pupil (low-income, English Learner, or foster youth). That is the case for Orcutt Academy High School, which is due to receive \$75,000. The first 50 percent apportionment was released in October, and the remainder of grant funds will be apportioned in Spring 2017.

Schools receiving the grant must develop an implementation plan that is read and discussed at a regularly scheduled meeting of the school's governing board and then adopted at a subsequent meeting. In addition, grant recipients must report to the California Department of Education by January 1, 2017, on how they plan to measure the impact of these funds on their unduplicated pupils' access and successful enrollment into institutions of higher learning.

In alignment with grant guidelines, Principal Rhett Carter, Dean of Counseling Laurel Ciervo, and Counselor Monica Cedillo have developed the following implementation plan for Orcutt Academy High School. On behalf of my colleagues at OAHS, I am submitting this plan to you and the board of trustees for discussion at the December charter board meeting. Mr. Carter, Mrs. Ciervo, and Mrs. Cedillo will be at the meeting to provide a brief overview of their plan.

# College Readiness Block Grant

## Plan for Orcutt Academy High School Implementation, 2016-2019

Developed by Rhett Carter, Laurel Ciervo, and Monica Cedillo – December 2016

The intent of College Readiness Block Grant is to provide high school students, specifically unduplicated students (low-income students, English Learners, and foster youth), with additional supports to increase the number of students who enroll at institutions of higher education and complete an undergraduate degree within four years. Orcutt Academy High School will receive a grant in the amount of \$75,000 to be disbursed between now and the conclusion of the 2018-2019 school year.

The following proposed services are in alignment with recommendations issued by the California Department of Education in association with issuance of the grant:

Service	Details	Budget Projection
Advanced Placement (AP) Test Fee Waivers for 2017, 2018, 2019	Up to now OAHS has been reimbursed approximately \$3,000 per year from the state to provide fee waivers for low-income students to participate in AP testing. This funding no longer will be provided. This amount will mitigate the loss of the state support for fee waivers for the next three school years.	\$9,000
Fees for AP, SAT, and ACT Tests for students	Students who do not qualify for testing assistance but still have financial need will be assisted in paying for all or part of their testing fees.	\$6,000
Fees for College Applications	This support is for students who do not receive fee waivers for college applications but who struggle to pay for the cost of applying. OAHS proposes to pay for one college application per student at the discretion of the guidance counselor. Students must be UC a-g eligible, have no D or F grades, and a 2.0 minimum grade point average. Students must fill out a short application.	\$8,000
Schoolwide Folders	Students will be given a folder that they keep for all four years of high school. The folder will contain the student's 10-Year-Plan as developed and updated via the <i>Get Focused...Stay Focused!</i> Program. This will enable teachers to ask for and utilize the plans in discussing future plans and goals with these students. Folders will be monitored in	\$3,000

	Spartan Seminar, and other pertinent information will be kept in them.	
Field Trips to University Campuses	Unduplicated students will be able to attend a university trip while in ninth, 10 <sup>th</sup> , and/or 11 <sup>th</sup> grades. The goal is for students to be able to experience college life during their first few years of high school to help them envision the goal of going there.	\$20,000
College Now Textbook Library	The school will assemble a library of textbooks that students who are taking College Now courses at Allan Hancock College may check out. Frequently the cost of buying textbooks keeps students from being able to take a college class while in high school.	\$3,000
Transitional Section for Additional Biology Course (2017-2018 Only)	In 2017-2018 OAHS will make a transition from offering Earth Science in ninth grade to offering Biology (Earth Science is not a UC a-g approved course, while Biology is). In this first year of implementing this transition the school will need an extra Biology section.	\$12,000
Individual Peer Tutoring for UC a-g Courses	Students who are taking UC a-g courses and struggling to maintain a C or better will receive individual tutoring from a paid student tutor to maintain their a-g eligibility. Students would receive one-on-one tutoring in classes in which they need help.	\$6,000
Professional Development	Guidance counselors and other staff will participate in conferences, workshops, and other professional development pertinent to college readiness. One such opportunity is the American School Counselors Association's national conference in Los Angeles in Summer 2018. This fund also can provide professional development publications and other materials for OAHS staff.	\$8,000

As for measuring the impact of these funds on their unduplicated pupils' access and successful enrollment into institutions of higher learning, we will look at the following metrics:

- Number of UC a-g approved courses completed
- Number of students taking two or more college-level courses while in high school
- Percentage of graduates who have met UC a-g requirements
- Number of students who applied to, were accepted to, and ultimately attended a four-year college or university