

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, December 14, 2016
Closed Session – 6:45 P.M.
Public Session – 7:15 P.M.
District Office Board Room
500 Dyer Street, Orcutt, CA 93455

CALL TO ORDER 6:45 P.M.

- A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO PUBLIC SESSION 7:15 P.M.

- B. Public Report on Action Taken in Closed Session
- C. Adoption of 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.

D. Annual Organization of the Board

1. Election of the Board President

The Board shall elect a President of the Board of Trustees for 2016.

Moved _____ Second _____ Vote _____

2. Election of Board Clerk

The Board shall elect a Clerk of the Board of Trustees for 2016.

Moved _____ Second _____ Vote _____

3. Designation of Superintendent as Secretary to the Board

The Board shall designate the Superintendent as Secretary to the Board of Trustees for 2016.

Moved _____ Second _____ Vote _____

4. Setting of Date, Time and Place for All Regular Board Meetings in 2017

The Board shall set the date, time and place for all regular meetings in 2017.

Moved _____ Second _____ Vote _____

5. Selection of a Representative to the County Committee on School District Organization

The Board shall select a representative to the County Committee on School District Organization.

Moved _____ Second _____ Vote _____

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. OCAF Report
2. Acknowledgement of Measure G
3. Presentation to Liz Phillips

F. Public Comment

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

G. Written Communication

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

CONSENT AGENDA ITEMS

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting November 16, 2016

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

- 1. 2016/17 Resolution No. 13, Recognition of Joe Dana and Dana Alford

It is recommended that the Board of Trustees adopt 2016/17 Resolution No. 13, Recognition of Joe Dana and Dana Alford.

Moved _____ Second _____ Vote _____

B. BUSINESS

- 1. First Interim Report, Orcutt Union School District General Fund 2016/17

It is recommended that the Board of Trustees approve the First Interim Report, Orcutt Union School District General Fund, 2016/17 as presented and authorize the filing of a positive certification for 206/17 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 _____

2. 2015/16 Audit Report

The 2015/16 Audit Report will be presented by Matt Miller, Partner, Vavinek, Trine, Day & Co., LLP. It is recommended that the Board of Trustees accept the audit report ending June 30, 2016 as presented. A copy of the 2015/16 Audit 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 _____

3. 2016/17 Resolution No. 10, Delegation of Authority to District Staff

It is recommended that the Board of Trustees adopt 2016/17 Resolution No. 10, Delegation of authority to District Staff as presented.

Moved _____ Second _____ Vote _____

4. 2016/17 Resolution No. 11, Bond Oversight Committee

It is recommended that the Board of Trustees adopt 2016/17 Resolution No. 11, Orcutt Union School District Establishing an Independent Citizens' Bond Oversight Committee and Approving Bylaws for Measure G.

Moved _____ Second _____ Vote _____

5. 2016/17 Resolution No. 12, Debt Issuance and Management Policy

It is recommended that the Board of Trustees adopt 2016/17 Resolution No. 12, Orcutt Union District approving a Debt Issuance and Management Policy in Accordance with S.B. 1029.

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 Joe Nightingale, Olga Reed, Patterson Road, Orcutt Jr. High and Alice Shaw schools, as submitted. Copies of the Single School Plans for Student Achievement 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 _____

D. HUMAN RESOURCES

1. Ratification of Memorandum of Understanding with Orcutt Educators Association (OEA)

It is recommended that the Board of Trustees approve the Memorandum of Understanding with Orcutt Educators Association (OEA) providing a one-year increase in the District's contribution to certificated employees' health benefits effective July 1, 2016.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, January 11, 2017, 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.

ATTACHMENT B

Due:
Tuesday, Dec. 27



GOVERNING BOARD ORGANIZATION AND MEETING
SCHEDULE FOR 2017

Date: _____

To: Angela Wells
School Business Advisory Services
Santa Barbara County Education Office

From: Name: Carol Torres
Title: Administrative Assistant
District: Orcutt Union School District

Subject: **The 2017 meeting schedule selected at the Dec. 2016 meeting**

Board meeting location:

Site name: District Office
Room Name or No.: Board Room
Address: 500 Dyer Street Orcutt CA 93455

Day(s) and time(s) of meetings

e.g., 1st Monday or 2nd and 4th Tuesdays

Days: 2nd Wednesday of each month
Times: 6:15 Charter Public Session, 7:15 Regular Public Session

Please note any meeting exceptions:

Alternate dates: February 15, 2017
Alternate times: _____
Alternate locations: _____

REFERENCE:
EC§ 35143;
72000 (b)(5)(c)
(2)A,B,C

2017 School Board Meetings
6:15 pm Charter Public Session
7:15 pm Regular Public Session
(2nd Wednesday of each month with exception of February)

January 11, 2017

February 15

March 1 (Curriculum)

March 8

April 12

May 10

June 14

No meeting in July

August 9

September 13

October 11

November 8

December 13

ATTACHMENT D

Due:
Tuesday, Dec. 27



THE 2017 SCHOOL BOARD REPRESENTATIVE
TO THE
COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Date: _____

To: Angela Wells
School Business Advisory Services
Santa Barbara County Education Office

From: Name: _____
Title: _____
District: _____

Subject: The 2017 county committee representative selected by the governing board at the Dec. 2016 meeting

Our office also needs the name of whichever governing board member is selected as your district's representative to the Santa Barbara County Committee on School District Organization ("County Committee"). Education Code Section 35023 specifies that the representative must be a member of your governing board and must be selected at your annual organizational meeting. The board representative will **not** be a member of the County Committee. **The function of the board representatives is to nominate and elect the eleven members of the County Committee.** Elections are held in the fall. Board representatives will be directly notified by our office, with courtesy copies sent to their superintendents. You may name an alternate representative, but there is no requirement that you do so.

Name of representative: _____

Name of alternate representative: _____

REFERENCE:
EC§ 35023

Classified Personnel Action Report
December 14, 2016

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

	SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Benavidez Rebecca	Child Nutrition	Child Nutrition Transport Worker				12/01/16	Permanent/Probationary
Bischoff Nicholas	MOT	Utility Worker			\$15.89/hr	10/20/16	Substitute
Casey Perfecta	Olga Reed	Inst Assistant				11/29/16	Retirement
Cheney Stevie	Pupil Services	Inst Assistant I			\$13.36/hr	11/17/16	Substitute
Cheney Stevie	Pupil Services	Inst Assistant II			\$13.69/hr	11/17/16	Substitute
Childers Heather	District	LVN	27/2	6.00	\$21.86/hr	12/01/16	Permanent/Probationary
Dutra Deedra	Patterson Rd.	Inst Assistant				12/16/16	Resignation
English Pamela	Campus Connection	Accounting Clerk			\$125/mo	01/01/17	Longevity – 10 years
Garcia Sara	Joe Nightingale	Noon Duty Supervisor			\$12.40/hr	10/20/16	Regular Assignment
Gauna Kaylee	Child Nutrition	Child Nutrition Worker	7/3	2.00	\$14.01/hr	12/01/16	Increase in hours
Howell Elizabeth	Inst Assistant II	Patterson Rd.				12/30/16	Retirement
Locamini JoAnne	Joe Nightingale	Office Assistant	14/6	7.00	\$19.28/hr	01/10/17	Increase in hours/change in site
Martinez Alexis	Joe Nightingale	Noon Duty Supervisor			\$12.40/hr	10/07/16	Regular Assignment
Spence Elizabeth	Pine Grove	Inst Assistant I			\$175/mo	12/01/16	Longevity – 20 years
Wink Cheryl	Child Nutrition	Child Nutrition Worker	7/1	2.50	\$12.71/hr	12/01/16	Increase in hours/change in site
Winters Nicole	Patterson Rd.	Inst Assistant				11/30/16	Resignation

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson 
Assistant Superintendent, Human Resources

DATE: Board Meeting of December 14, 2016

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Alnas, Rachel	Orcutt	Hourly	\$25	10/12/16	ELD Meeting, 2 hrs
Amezcuca, Tiffany	Pine Grove	Stipend	\$800	2016-17	Robotics Advisor
Baldwin, Beth	Lakeview	Extra Duty	\$50/ea	10/20/16	Sport Supervisor, 1 game
Barker, Susan	District	Hourly	\$25	10/3-10/18/16	CELDT, 49 hrs
Barker, Zachery	District	Extra Duty	\$40/hr	10/4-10/28/16	Before / After School Band, 16.75 hr
Blanchard, Kimberly	Nightingale	Hourly	\$25	10/12/16	ELD Meeting, 2 hrs
Brickey, Patrick	Lakeview	Extra Duty	\$40/hr	10/22/16 10/14-10/25/16	Saturday School, 3 hrs Homework Club, 4 hrs
Camacho, Diane	Nightingale	Hourly	\$25	10/12/16	ELD Meeting, 4.5 hrs
Cantrell, Andrea	Dunlap	Hourly	\$25	10/5-10/6/16 10/18-10/27/16	NWEA, 12 hrs Compass Learning, 6 hrs
Cleveland, Paul	Lakeview	Extra Duty	\$40/hr	10/12/16 10/1/16	Articulation, 2 hrs SysOp, 5 hrs
Cordero, Linda	Olga Reed	Daily	\$300	10/6-10/26/16	Sub Administrator, 6 days
Cutler, Elizabeth	Lakeview	Extra Duty	\$40/hr	10/5-10/26/16	Intervention, 2 hrs
DeLauer, Danielle	Orcutt	Extra Duty	\$40/hr	10/4-10/27/16	Compass Learning, 8 hrs
DelCarmen, Maria	Lakeview	Extra Duty	\$40/hr	10/12/16	Articulation, 2 hrs
Dell'Armo, Sarah	Orcutt	Extra Duty	\$410 \$40/hr	9/12-10/19/16 10/20/16	Sport Supervisor, 7 games Worked Prep, 1 hr
Fife, Susan	District	Hourly	\$25	10/3-10/19/16	CELDT, 30.5 hrs
Freckleton, Janet	District	Hourly	\$25	10/4-10/27/16	CELDT Scorer, 41 hrs
Furst, Elaine	Lakeview	Extra Duty	\$40/hr	10/12/16	Articulation, 2 hrs
Garza, Linda	District	Daily	\$300	10/4-11/4/16 11/8-11/9/16	TIP Mentor, 2 days Sub Administrator, 2 days

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Golden, Cassandra	Dunlap	Hourly Daily	\$40 \$115	10/1-10/28/16 10/31/16	Long Term Sub Prep/Planning, 8 hr Staff Development (TPSL), 1 day
Golden, Jennifer	Dunlap	Hourly	\$25	10/12/16	ELD Meeting, 5 hrs
Herrera, Marina	AS/PG/OR	IV-1	\$50,112*	11/18/16	Counselor
Hopkins, Tiffany	Shaw	Hourly	\$25	10/10-10/27/16	Compass Learning, 9 hrs
Hughes, Michelle	Pine Grove	Hourly	\$25	10/13-10/14/16 10/3-10/24/16	Compass Learning, 9.5 hr CELDT, 51.5 hrs
Jackson, Kacie	Orcutt	Extra Duty	\$40/hr	10/31/16	SysOp, 2.5 hrs
Johnson, Jasmine	Orcutt	Extra Duty	\$40/hr	10/3-10/27/16	Detention, 11 hrs
Jones, Kari	District	Hourly	\$25	10/12/16	ELD Meeting, 2 hrs
Kiniry, Erin	Shaw	Hourly	\$25	10/3-10/7/16	Long Term Sub Prep/Planning, 9.5 hr
Krausse, Sheila	District	Hourly	\$25	10/5-10/18/16	CELDT, 59.5 hrs
Longest, Tammi	Shaw	Hourly	\$25	10/12/16	ELD Meeting, 5.75 hrs
Manfredi, Patricia	Lakeview	Hourly	\$40 \$50/ea	10/11-10/27/16 10/20-10/27/16	Intervention, 6 hrs Sport Supervisor, 2 games
McDevitt, Teresa	Unknown	V-1	\$52,483*	2016-17	Probationary
Moreno, Saul	Olga Reed	II-1	\$45,686*	2016-17	Correction to Salary
Orozco, Xiaoyan	Lakeview	Extra Duty	\$40/hr	10/4-10/25/16	Interpreter, 4.5 hrs
Papworth, Lara	District	Hourly	\$25	10/10-10/17/16 10/4-10/13/16	CELDT, 11.5 hrs ELD (Conferences), 4 hrs
Partida, Kristi	Lakeview	Extra Duty	\$40/hr	10/12/16	Articulation, 2 hrs
Pugh, Caline	Shaw	Hourly	\$25	9/9-10/28/16	Long Term Sub Prep/Planning, 39.25
Rapson, David	Orcutt	Extra Duty	\$40/hr \$50/ea	10/12/16 10/20-10/26/16 10/26/16	Articulation, 1.5 hrs Worked Prep, 2 hrs Sport Supervisor, 1 game
Reno, Rebecca	Pine Grove	Hourly	\$25	10/12/16	ELD Meeting, 2 hrs
Reynolds, Crystal	Orcutt	Extra Duty	\$40/hr	10/20/16	Worked Prep, 1 hr
Rianda, Terry	District	Extra Duty	\$40/hr	10/24-10/28/16	Home & Hospital, 7 hrs
Riezebos, Analise	Shaw	Hourly	\$40	10/3-10/6/16	Long term sub prep/planning, 10 hrs
Salvesen, Kris	Pine Grove	Hourly	\$25	10/11-10/27/16	Compass Learning, 5 hrs
Sanders, Gregory	Lakeview	Extra Duty	\$40/hr	10/6-10/27/16	Homework Club, 4 hrs
Smith, April	Lakeview	Hourly	\$25	10/12/16	ELD Meeting, 2 hrs
Taubenheim, Michael	Orcutt	Extra Duty	\$40/hr	10/10/16 10/7/10	Detention, 1 hr Worked Prep, 1 hr
Tummolo, Launi	Lakeview	Extra Duty	\$40/hr	10/5-10/26/16	Homework Club, 4 hrs

*To be prorated

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
VanAllen, William	Lakeview	Extra Duty	\$40/hr \$50/ea	10/3-10/19/16 10/4-10/27/16 10/3-10/10/16	Athletic Director, 5 hrs Detention, 8 hrs Sport Supervisor, 2 games
Waggoner, Amy	District	Hourly	\$30	10/3-10/28/16	Home & Hospital, 20 hrs
Winkelpleck, Lyn	Orcutt	Extra Duty	\$40/hr	10/20/16	Worked Prep, 1 hr
Wiseblood, Carol	District	Hourly	\$25	10/4-10/7/16	CELDT, 20 hrs
Zamudio, Kelli	Orcutt	Extra Duty	\$410	9/12-10/19/16	Sport Supervisor, 7 games
Zucker, Anna	Orcutt	Extra Duty	\$40/hr	10/26/16	Worked Prep, 1 hr

*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
November 16, 2016**

CALL TO ORDER

A regular 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 6:54 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 Jan Zilli, seconded by Jim Peterson and carried to adjourn to Closed Session at 6:56 p.m. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli. Absent: None.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:15 p.m. and Mrs. Phillips reported that no action was taken in Closed Session. It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt the November 16, 2016 agenda as presented. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli.

SUPERINTEDENT'S REPORT

Dr. Blow thanked Joe Dana for his hard work on the successful Measure G campaign. OCAF Executive Director, Ali Bailey, reported that OCAF was in the middle of their annual membership drive. She thanked Jan Zilli for her dedication to the students of the Orcutt Union School District and to OCAF. Ms. Zilli will remain on the OCAF Board of Directors Ali reminded everyone of the *First Friday* event in Orcutt and to be sure to stop by and see the art displays which feature a different OUSD school each month. Also coming up is *Shop Saturday* on November 26th and the *Orcutt Stroll and Tree Lighting* on December 2nd. OCAF will also be represented in the Orcutt Christmas Parade on December 10th. A Christmas Glee Workshop is scheduled for November 26th and participants will have the opportunity to carol at the *Orcutt Stroll & Tree Lighting* and ride on the OCAF Parade Float. The first week of January OCAF will hold *Aladdin Musical Winter Camp* for grades 1-8 at Patterson Road School. The camp culminates with a family performance.

PUBLIC COMMENT

CSEA President, Phyllis Jackson thanked the Board for agreeing to provide a one-year increase in the District's contribution to CSEA employees' health benefits.

OEA President, Monique Segura thanked everyone for supporting Measure G and Proposition 55. She thanked Dr. Blow for her site visits and her new weekly *Office Hour* and the district for the opportunity to hear speaker Anthony Muhammad at the November Staff Development Day. Monique recently attended a CCEE (California Collaborative for Educational Excellence) Conference focusing on LCAP which was also attended by the Assistant Superintendent/Business Services, Walter Con. Roberta Hough and Monique made a special presentation to retiring Board Member, Jan Zilli.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting October 12, 2016
- E. Minutes, Special Meeting October 25, 2016
- F. Minutes, Special Meeting October 26, 2016
- G. Minutes, Special Meeting November 3, 2016

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

ACTION AGENDA ITEMS

2016/2017 Resolution No. 11, Recognition of the Retirement of Board Member Ms. Jan Zilli

Board members Phillips, Peterson, Buchanan and Hatch read the resolution to the audience. It was moved by Bob Hatch, seconded by Rob Buchanan and carried to adopt 2016/2017 Resolution No.11, Recognition of Retirement of Board Member Ms. Jan Zilli. Ayes: Buchanan, Peterson, Hatch, Phillips. Ms. Zilli was presented a piece of student artwork

ADJOURN TO RECEPTION.

The meeting was adjourned to a recognition reception for Ms. Zilli at 7:35 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:55 p.m.

Organizational Meeting

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to set the Annual Organizational Meeting for December 14, 2016 with Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

National Association of School Psychologists Convention

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to authorize travel for two District Psychologists to attend the National Association of School Psychologists (NASP) Convention in San Antonio, TX February 21-24, 2017. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

2016/17 Professional Services Agreement

It was moved by Bob Hatch, seconded by Jim Peterson and carried to ratify the Agreement for Professional Services with Orbach, Huff, Suarez & Henderson LLP. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

DSA Agreement

It was moved by Jan Zilli, seconded by Jim Peterson and carried to authorize staff to enter into agreements with Kenco Construction Services, Inc. and Blue Coast Consulting. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

AB1200 Public Disclosure

Walter Con reported that on page 9 of the document Dr. Blow's signature was not present certifying the affordability of the agreement. He then asked Dr. Blow if she did in fact certify the affordability of the bargaining agreement and she replied with yes. He asked that her affirmation be memorialized in the board minutes. It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve AB1200 Disclosure of Proposed Collective Bargaining Agreement. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

Single School Plans for Student Achievement

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the Single School Plan for Student Achievement for Ralph Dunlap, Pine Grove and Lakeview Jr. High, as submitted. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

Ratification of Memorandum of Understanding

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to ratify the Memorandum of Understanding with California School Employees' Association and its Orcutt Chapter #255 providing a one year increase in the District's contribution to employees' health benefits effective July 1, 2016. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

It was moved by Jan Zilli, seconded by Jim Peterson and carried to approve the Updated Agreement with the Orcutt Union School District Confidential and Management employee groups providing a one-year increase in the District's contribution to employees' health benefits effective July 1, 2016. Ayes: Buchanan, Peterson, Hatch, Phillips and Zilli

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

Rob wished everyone a Happy Thanksgiving and asked everyone to enjoy time with family and friends.

ADJOURN

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

Deborah L. Blow, Ed.D. Board Secretary

James Peterson, Clerk, Board of Trustees

2016/2017 RESOLUTION #13
ORCUTT UNION SCHOOL DISTRICT
RECOGNITION OF JOE DANA AND DANA ALFORD,
MEASURE G COMMITTEE CHAIRS

WHEREAS, Joe Dana and Dana Alford served as co-chairs of the Friends of Orcutt Schools Committee;

WHEREAS, Joe and Dana provided the leadership and guidance that lead to a successful campaign for Measure G, a Bond Initiative to help repair and renovate Orcutt and Los Alamos Schools;

WHEREAS, Joe and Dana volunteered countless hours and gave of their own personal time, in leading campaign efforts; including organizing, preparing agendas, and facilitating committee meetings, coordinating volunteers and organizing phone banks and neighborhood walks, coordinating the development and distribution of materials, assisting in fund raising efforts, and coordinating many other aspects of campaign efforts;

AND WHEREAS, due to their volunteer efforts the passage of Measure G represents an enormous opportunity to improve school facilities district wide, including allowing us to repair and renovate our schools; improve school safety and security; replace aging portable classrooms and make improvements to support district programs that will continue to provide safe and modern learning environments where our students will flourish for years to come;

NOW THEREFORE, BE IT RESOLVED, that the Orcutt Union School Board of Trustees recognizes Joe Dana and Dana Alford for their service to the Orcutt Union School District students, staff and our community; and

THAT the Orcutt Union School District Board of Trustees express their collective appreciation for their hard work in leading a successful campaign effort for the passage of Measure G, and thank them for helping guarantee that Orcutt remains the place, "Where Kids Come First!"

On behalf of the Orcutt Union School District Board of Trustees this 14th day of December, 2016.

Rob Buchanan, President

Dr. James Peterson, Clerk of the Board


Robert Hatch, Member

Lisa Morinini, Member



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, 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 maintains a minimum 3% reserve for Economic Uncertainties, while meeting all other fiscal obligations of our District.

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: All Funds



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con 
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 14, 2016

BOARD AGENDA ITEM: 2015/16 Audit Report

BACKGROUND: Education Code 41020 requires public school districts to annually conduct an audit of the district's financial records and internal operating procedures. This is accomplished through a qualified independent auditor who is responsible for completing and submitting this report to the District and the County Superintendent of Schools by December 15th of each year. The staff of the County Superintendent of Schools is responsible for reviewing the audit, making adjustments, if any, to District funds and insuring that a corrective action plan has been developed to correct audit exceptions (findings). After the audit is completed, Education Code Section 41020.3 requires that the Board, at a regularly scheduled Board meeting, review the completed annual audit of the district financial records and internal operating procedures.

Notes from the Independent Auditors' Report are as follows: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Orcutt Union School District, as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

This document will be submitted to the County Superintendent of Schools following the Board of Trustees approval.


RECOMMENDATION: It is recommended that the Board of Trustees accept the audit report ending June 30, 2016.

FUNDING: N/A



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Debbie Blow, Superintendent

FROM: Walter Con 
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 14, 2016

BOARD AGENDA ITEM: 2016/17 Resolution No. 10 Delegation of Authority to District Staff

BACKGROUND: In order to proceed with normal District business, the Board must annually delegate which staff members may request expenditures, sign contracts and receive warrants.

RECOMMENDATION: It is recommended that the Board of Trustees approve the delegation of authority as submitted.

FUNDING: None

**Resolution of the Governing Board
Delegation of Governing Board Powers/Duties
Authority to make cash and budget transfers**

District: Orcutt Union School District

Whereas, Education Code Section 35161 provides that “The governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board...;” and

Whereas, Education Code Section 35161 further provides that the governing board “...may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated;” and

Whereas, the governing board of the Orcutt Union School District recognizes that, while the authority provided in Education Code Section 35161 authorizes the board to delegate any of its powers and duties, the governing board retains the ultimate responsibility over the performance of those powers and duties; and

Whereas, the governing board further recognizes that where other Education Code provisions authorize a delegation of authority for a specific purpose, but impose restrictions on such delegated authority, these restrictions must be observed;

Now, Therefore, Be It Resolved that, in accordance with the authority provided in Education Code Section 35161, the governing board of the Orcutt Union School District hereby delegates to the following officers or employees of the district, the authority to make cash and budget transfers between and within district funds as necessary for the payment of obligations of the district effective from the date this resolution is passed through the year-end accrual phase without submitting the transfers as part of a specific board resolution.

Walter J. Con, Assistant Superintendent, Business Services
Authorized District Employee/Officer

Jeff Kirby, Director, Fiscal Services
Authorized District Employee/Officer

Authorized District Employee/Officer

Authorized District Employee/Officer

Passed and Adopted this 14th day of December, 2016 by the following vote:

- Ayes:**
- Noes:**
- Absent:**
- Abstain:**

Reference: Ed. Code § 35161

<p>_____</p> <p>Board President/Secretary</p>	<p>_____</p> <p>Date</p>
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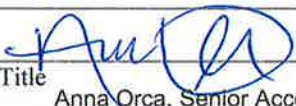
Authorized Signatures
District Personnel Approved by the Superintendent or his/her Designee
for Release of Commercial and Payroll Warrants


District: Orcutt Union School District

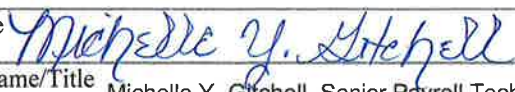
Signature	<input checked="" type="checkbox"/> Commercial Warrants	<input checked="" type="checkbox"/> Payroll Warrants
Typed Name/Title Deborah L. Blow, Superintendent		

Signature	<input checked="" type="checkbox"/> Commercial Warrants	<input checked="" type="checkbox"/> Payroll Warrants
Typed Name/Title Walter J. Con, Assistant Superintendent, Business Svcs.		

Signature 	<input checked="" type="checkbox"/> Commercial Warrants	<input checked="" type="checkbox"/> Payroll Warrants
Typed Name/Title Jeff Kirby, Director, Fiscal Services		

Signature 	<input checked="" type="checkbox"/> Commercial Warrants	<input type="checkbox"/> Payroll Warrants
Typed Name/Title Anna Orca, Senior Accounting Technician		

Signature 	<input checked="" type="checkbox"/> Commercial Warrants	<input type="checkbox"/> Payroll Warrants
Typed Name/Title Amy Lewton, Accounting Technician		

Signature 	<input type="checkbox"/> Commercial Warrants	<input checked="" type="checkbox"/> Payroll Warrants
Typed Name/Title Michelle Y. Gitchell, Senior Payroll Technician		

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

_____ Signature Superintendent or his/her Designee	_____ Date
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Authorized Signatures
District Personnel Approved by the Superintendent or his/her Designee
for Release of Commercial and Payroll Warrants

District: Orcutt Union School District

Signature 	<input type="checkbox"/> Commercial Warrants	<input checked="" type="checkbox"/> Payroll Warrants
Typed Name/Title Nicola Draper, Senior Payroll Technician		

Signature	<input type="checkbox"/> Commercial Warrants	<input type="checkbox"/> Payroll Warrants
Typed Name/Title		

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Typed Name/Title		

Signature	<input type="checkbox"/> Commercial Warrants	<input type="checkbox"/> Payroll Warrants
Typed Name/Title		

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

<hr style="width: 80%; margin: 0 auto;"/> Signature Superintendent or his/her Designee	<hr style="width: 80%; margin: 0 auto;"/> Date
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Authorized Signatures
District Personnel Approved by the Board to Act as District Agents

District: Orcutt Union School District

Signature 	<input checked="" type="checkbox"/> Vendor Prelists	<input checked="" type="checkbox"/> Contracts	<input checked="" type="checkbox"/> Payroll Prelists
Typed Name/Title Walter J. Con, Assistant Superintendent, Business Services			

Signature 	<input checked="" type="checkbox"/> Vendor Prelists	<input checked="" type="checkbox"/> Contracts	<input checked="" type="checkbox"/> Payroll Prelists
Typed Name/Title Jeff Kirby, Director, Fiscal Services			

Signature	<input checked="" type="checkbox"/> Vendor Prelists	<input checked="" type="checkbox"/> Contracts	<input checked="" type="checkbox"/> Payroll Prelists
Typed Name/Title Deborah L. Blow, Superintendent			

Signature	<input type="checkbox"/> Vendor Prelists	<input type="checkbox"/> Contracts	<input type="checkbox"/> Payroll Prelists
Typed Name/Title			

Signature	<input type="checkbox"/> Vendor Prelists	<input type="checkbox"/> Contracts	<input type="checkbox"/> Payroll Prelists
Typed Name/Title			

Signature	<input type="checkbox"/> Vendor Prelists	<input type="checkbox"/> Contracts	<input type="checkbox"/> Payroll Prelists
Typed Name/Title			

Signature	<input type="checkbox"/> Vendor Prelists	<input type="checkbox"/> Contracts	<input type="checkbox"/> Payroll Prelists
Typed Name/Title			


I certify that the signatures shown on this page are the verified signatures of district personnel approved by the board to act as agents of the governing board.

_____ Board President/Secretary	_____ Date
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BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con 
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 14, 2016

BOARD AGENDA ITEM: Resolution #11 Resolution of the Board of Trustees of the Orcutt Union School District Establishing an Independent Citizens' Bond Oversight Committee and Approving Bylaws for Measure G.

BACKGROUND: An election was held in the Orcutt Union School District on November 8, 2016 for the issuance and sale of general obligation bonds of the Orcutt Union School District (the "District").

Measure G was approved under Proposition 39 which requires that the District establish, populate and empower an independent citizens' bond oversight committee. In connection with the issuance of bonds under Measure G, the District now wishes to establish the Orcutt Union School District Citizens' Independent Bond Oversight Committee (the "Measure G Committee") and approve the Bylaws which set forth the power and responsibilities of the Committee.

Resolution #11 establishes the Measure G Committee and approves the Bylaws governing the Measure G Committee.

Because the Education Code prohibits the use of bond funds for the support of the Committee, there may be a fiscal impact to the General Fund resulting from the creation of and the district's support of the Committee.

RECOMMENDATION: I recommend the Board of Trustees adopt Resolution # 11 Resolution of the Board of Trustees of the Orcutt Union School District Establishing and Independent Citizens' Bond Oversight Committee and Approving Bylaws.

FUNDING: N/A

RESOLUTION NO. 11

RESOLUTION OF THE BOARD OF TRUSTEES OF THE ORCUTT UNION SCHOOL DISTRICT ESTABLISHING AN INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE AND APPROVING BYLAWS THEREFORE

WHEREAS, the Board of Trustees (the "Board") serves as the governing body of the Orcutt Union School District ("District"); and

WHEREAS, the Board previously adopted a resolution requesting Santa Barbara County (the "County") to call an election for general obligation bonds (the "Bond Election") to be held on November 8, 2016 on behalf of the District; and

WHEREAS, notice of the Bond Election has been duly given, and on November 8, 2016 the Bond Election will be held and conducted for the purpose of voting on a measure for the issuance of bonds of the District in the amount of \$60,000,000 ("Measure G"); and

WHEREAS, based on the Canvass and Statement of Results received from the County, more than fifty-five percent of the votes cast on Measure G were in favor of issuing the aforementioned bonds; and

WHEREAS, the Board wishes to establish an independent citizens' bond oversight committee in connection with any issuance of bonds under Measure G and to approve Bylaws governing such committee.

NOW, THEREFORE, THE BOARD OF THE ORCUTT UNION SCHOOL DISTRICT DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

Section 1. Authorization. The Bond Election is authorized by paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution in accordance with the requirements of the Strict Accountability In Local School Construction Bonds Act of 2000 (the "Act").

Section 2. Establishment of Committee. An independent citizens' bond oversight committee (the "Committee") for Measure G is hereby established for the purposes set forth in the Act.

Section 3. Bylaws. The Committee shall operate pursuant to the Board approved Bylaws. The Committee shall have only those responsibilities granted to them in the Act and in the Bylaws. The Bylaws, as submitted herewith and attached hereto, are hereby approved.

Section 4. Other Actions. Officers of the Board and members of the Committee established hereunder are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

ADOPTED, SIGNED AND APPROVED this __ day of _____, 2017.

BOARD OF TRUSTEES OF THE ORCUTT
UNION SCHOOL DISTRICT

President

ATTEST:

Secretary

STATE OF CALIFORNIA)
)ss
SANTA BARBARA COUNTY)

I, Dr. Deborah Blow, do hereby certify that the foregoing Resolution No. _____ was duly adopted by the Board of Trustees at a meeting thereof held on _____, 2017 and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By: _____
Secretary

**ORCUTT UNIFIED SCHOOL DISTRICT
APPLICATION FOR INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE**

The Board of Trustees of the Orcutt Unified School District is seeking qualified, interested individuals to serve on a committee of community leaders which will serve as the Independent Citizens' Oversight Committee ("COC") for the implementation of the District's Measure G school facilities bond program.

Proposition 39 Bond Election

On November 8, 2016, voters residing within the Orcutt Unified School District passed Measure G. Measure G is a \$60,000,000 bond measure that authorizes funding for needed repairs, upgrades, and new construction projects to the District's schools. Proposition 39 required a 55% supermajority for approval; Measure G was passed by approximately 56.6%.

Establishment of a Citizens' Oversight Committee

After a bond authorized under Proposition 39 is passed, State law requires that the Orcutt Unified School District Board of Trustees appoint an Independent Citizens' Oversight Committee to work with the District.

Committee Responsibilities

In accordance with Education Code Section 15278(b), the Citizens' Oversight Committee shall:

- Inform the public concerning the District's expenditure of bond proceeds of Measure G.
- Review expenditure reports produced by the District to ensure that Measure G bond proceeds were expended only for the purposes set forth in Measure G; and
- Present to the Board in public session, an annual written report outlining their activities and conclusions regarding the expenditure of bond proceeds of Measure G.

The Bylaws which govern the Citizens' Oversight Committee are attached to this Application.

Appointment of Committee Members

All appointments will be made by the Board from applications submitted to the District. The Committee shall consist of at least seven (7) members appointed by the Board from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) member shall be the parent or guardian of a child enrolled in the District.
- One (1) member shall be both a parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the P.T.A. or a school site council.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- Two (2) members of the community at-large.

Time Commitment and Term

Initial appointments will be staggered, such that some of the initial appointees will be appointed to serve one full two-year term. The other initial appointments will serve a one-year term, but will be eligible for reappointment by the Board for a second and third two-year term.

Would You be Interested in Serving?

If you wish to serve on this important committee, please review the committee Bylaws for more information about the committee's role and responsibilities and complete the attached application. Completed applications should be sent to Orcutt Unified School District by 4:30 PM on _____, 2017.

**Orcutt Unified School District
500 Dyer Street, Orcutt, CA 93455
Tel: 805.938.8900**

I would be able to represent the following constituencies in the District: *(check all that apply)*

- Business Representative** - Active in a business organization representing local business
Organization: _____
- Senior Citizen Group Representative** - Active member in a senior citizens' organization.
Organization: _____
- Taxpayer Organization Member** - Active in a bona fide taxpayers' association.
Organization: _____
- Parent or Guardian of Child Enrolled in District.**
Child's Name and School: _____
Child's Name and School: _____
- Parent /Guardian of Child Enrolled in District & Active in a Parent-Teacher Organization**
Child's Name and School: _____
Child's Name and School: _____
Organization: _____
- At-Large Community Member** – Resident of the Orcutt Unified School District.
Name: _____
Name: _____

Please note any additional information you feel should be considered as part of your application:

1. Are you an employee of the District?*
2. Are you a vendor, contractor, or consultant to the school district?*
3. Do you have conflicts that would preclude your attending quarterly meetings?
4. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Independent Citizens' Oversight Committee?*
5. Are you willing to comply with the ethics code included in the bylaws?

YES	NO

(*Employees, vendors, contractors, and consultants of the Orcutt Unified School District are prohibited by law from being members of the Citizens' Oversight Committee. Employment which could result in becoming a contractor or subcontractor to the district would also be a potential conflict.)

Signature of Applicant

All answers and statements in this document are true and complete to the best of my knowledge.

Signature _____ Date _____

Completed applications must be received at
Orcutt Unified School District
500 Dyer Street, Orcutt, CA 93455

no later than at 4:30 pm, _____, 2017. If you have any questions, please call Orcutt Unified School District at **805.938.8900**.

It is the policy of the Orcutt Unified School District not to unlawfully discriminate on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, color, religion, marital status, age or mental or physical disability in the educational programs or activities which it operates.

**ORCUTT UNION SCHOOL DISTRICT
INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
BYLAWS**

Section 1. Committee Established. The Orcutt Union School District (the "District") was successful at the election on November 8, 2016 in obtaining authorization from the District's voters to issue up to \$60,000,000 aggregate principal amount of the District's school facilities bonds ("Measure G"). The Measure G election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is obligated to establish an Independent Citizens' Bond Oversight Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the District (the "Board") has established the Independent Citizens' Bond Oversight Committee (the "Committee") for Measure G and has granted it the duties and rights set forth in these Bylaws. The Committee does not have legal capacity independent from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to Measure G are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure G. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform only the duties set forth in Sections 3.1, 3.2, and 3.3 hereof, and shall refrain from those activities set forth in Sections 3.4 and 3.5.

3.1 **Inform the Public.** The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority view of the Committee.

3.2 **Review Expenditures.** The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in Measure G; and (b) no bond proceeds were used for teacher or administrative salaries or other operating expenses in compliance with Attorney General Opinion 04-110, issued on November 9, 2004.

3.3 **Annual Report.** The Committee shall present to the Board, in public session, an annual written report for Measure G-2016 which shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and

(b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board/Superintendent. Either the Board or the Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of contracts,
- (ii) Approval of change orders,
- (iii) Expenditures of bond funds,
- (iv) Handling of all legal matters,
- (v) Approval of project plans and schedules,
- (vi) Approval of all deferred maintenance plans, and
- (vii) Approval of the sale of bonds.

3.5 Measure G Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

(b) The establishment of priorities and order of construction for the bond projects, which shall be made by the Board in its sole discretion.

(c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.

(d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) which shall be determined by the Board in its sole discretion.

(e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive copies of the District's annual, independent performance audit and annual, independent financial audit required by Prop 39 (Article XIII A of the California Constitution) (together, the "Audits") at the same time said Audits are submitted to the District, but no later than March 31 of each year, and review the Audits.

(b) Inspect District facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Superintendent.

(c) Review copies of deferred maintenance plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

(e) Receive from the Board, within three months of the District receiving the Audits, responses to any and all findings, recommendations, and concerns addressed in the Audits, and review said responses.

Section 5. Membership.

5.1 Number.

The Committee shall consist of at least seven (7) members appointed by the Board from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) member shall be the parent or guardian of a child enrolled in the District.
- One (1) member shall be both a parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the P.T.A. or a school site council.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- Two (2) members of the community at-large.

5.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age.

(b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest.

(a) Members of the Committee are not subject to the Political Reform Act (Gov. Code §§ 81000 *et seq.*), and are not required to complete Form 700; but each member shall comply with the Committee Ethics Policy attached as “Attachment A” to these Bylaws.

(b) Pursuant to Section 35233 of the Education Code, the prohibitions contained in Article 4 (commencing with Section 1090) of Division 4 of Title 1 of the Government Code (“Article 4”) and Article 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code (“Article 4.7”) are applicable to members of the Committee. Accordingly:

(i) Members of the Committee shall not be financially interested in any contract made by them in their official capacities or by the Committee, nor shall they be purchasers at any sale or vendors at any purchase made by them in their official capacity, all as prohibited by Article 4; and

(ii) Members of the Committee shall not engage in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to duties as a member of the Committee or with the duties, functions, or responsibilities of the Committee or the District. A member of the Committee shall not perform any work, service, or counsel for compensation where any part of his or her efforts will be subject to approval by any other officer, employee, board, or commission of the Board, except as permitted under Article 4.7.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing as of the date of appointment by the Board. No member may serve more than three (3) consecutive terms. At the Committee’s first meeting, members will draw lots or otherwise select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose terms have expired may continue to serve on the Committee until a successor has been appointed.

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) the District will advertise in the local newspapers, on its website, and in other customary forums, as well as solicit appropriate local groups for applications; (b) the Superintendent will review the applications; and (c) the Superintendent will make recommendations to the Board.

5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member’s removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. The Board shall seek to fill vacancies within 90 days of the date of occurrence of a vacancy.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District; (b) individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual; (c) the Committee shall not establish sub-committees for any purpose; and (d) the Committee shall have the right to request and receive copies of any public records relating to projects funded by Measure G.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee shall meet at least once a year, but shall not meet more frequently than quarterly.

6.2 Location. All meetings shall be held within the boundaries of the District, located in Santa Barbara County, California.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business of the Committee.

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

(a) preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the Board;

(b) provision of a meeting room, including any necessary audio/visual equipment;

(c) preparation, translation and copies of any documentary meeting materials, such as agendas and reports; and

(d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2 District staff and/or District consultants shall attend Committee proceedings in order to report on the status of projects and the expenditure of bond proceeds.

Section 8. Reports. In addition to the Annual Report required in Section 3.3, the Committee may report to the Board from time to time in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Superintendent shall appoint the initial Chair. Thereafter, the Committee shall elect a Chair and a Vice-Chair who shall act as Chair only when the Chair is absent. The Chair and Vice-Chair shall serve in such capacities for a term of one year and may be re-elected by vote of a majority of the members of the Committee.

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a majority vote of the Board.

Section 11. Termination. The Committee shall automatically terminate and disband concurrently with the Committee's submission of the final Annual Report which reflects the final accounting of the expenditure of all Measure G monies.

**CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT**

This Ethics Policy Statement provides general guidelines for Committee members in carrying out their responsibilities. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds, or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to bidding on projects funded by the bond proceeds.


- * **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Orcutt Union School District.

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con 
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 14, 2016

BOARD AGENDA ITEM: Resolution #12 of the Board of Trustees of the Orcutt Union School District, "Resolution of the Board of trustees of the Orcutt Union School District approving a Debt Issuance and Management Policy in Accordance with S.B. 1029"

BACKGROUND: Existing California law requires public agencies to provide information to the California Debt and Investment Advisory Commission ("CDIAC") no later than 30 days prior to the sale of the debt. Senate Bill 1029 ("S.B. 1029"), signed into law by Governor Brown on September 12, 2016, amends this law to place additional reporting obligations on issuers of debt. In part, S.B. 1029 requires that an issuer certify that it has adopted local debt policies concerning the use of debt and that the proposed debt issuance is consistent with the local debt policies. S.B. 1029 lists certain topics to be covered in the local debt policies.

The District expects to execute and deliver its Measure G bonds in 2017, and therefore must adopt a debt issuance and management policy in compliance with S.B. 1029. Bond counsel has assisted the District with preparing a debt issuance and management policy that is in compliance with S.B. 1029.

Resolution #12 approves a debt issuance and management policy of the District that addresses the topics required to be covered pursuant to S.B. 1029.

RECOMMENDATION: I recommend the Board of Trustees adopt Resolution # 12 "Resolution of the Board of Trustees of the Orcutt Union School District Approving a Debt Issuance and Management Policy in Accordance with S.B. 1029."

FUNDING: N/A

RESOLUTION NO. 12

RESOLUTION OF THE BOARD OF TRUSTEES OF THE ORCUTT UNION SCHOOL DISTRICT APPROVING A DEBT ISSUANCE AND MANAGEMENT POLICY IN ACCORDANCE WITH S.B. 1029

WHEREAS, the State legislature has recently enacted S.B. 1029, amending Government Code Section 8855, which requires all public agencies to certify 30 days prior to the time bonds are sold, that it has adopted local debt policies addressing the topics set forth in Government Code Section 8855(i); and

WHEREAS, the Board of Trustees (the “Board”) of the Orcutt Union School District (the “District”) expects to issue bonds pursuant to its Measure G authorization; and

WHEREAS, from time-to-time the District has the opportunity to consider other forms of debt issuance; and

WHEREAS, the Board desires to adopt a Debt Issuance and Management Policy in compliance with Government Code Section 8855;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE ORCUTT UNION SCHOOL DISTRICT DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

Section 1. The Board finds and determines that the foregoing recitals are true and correct.

Section 2. The Board approves the Debt Issuance and Management Policy attached hereto.

Section 3. Officers of the Board are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

ADOPTED, SIGNED AND APPROVED this ____ day of _____, 2017.

BOARD OF TRUSTEES OF THE ORCUTT
UNION SCHOOL DISTRICT

President

ATTEST:

Secretary

STATE OF CALIFORNIA)
)ss
SANTA BARBARA COUNTY)

I, Dr. Deborah Blow, do hereby certify that the foregoing Resolution No. _____ was duly adopted by the Board of Trustees of the Orcutt Union School District at a meeting thereof held on _____, 2017 and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By: _____
Secretary

Orcutt Union School District

DEBT ISSUANCE AND MANAGEMENT POLICY

This Debt Management Policy (the "Policy") provides written guidelines for the issuance of indebtedness by the Orcutt Union School District (the "District") in satisfaction of the requirements of S.B. 1029, codified as part of Government Code Section 8855.

Article I

Purpose and Goals

This Policy provides a framework for debt management and capital planning by the District.

This Policy has been developed to meet the following goals:

- (1) Identifying the purposes for which the debt proceeds may be used.
- (2) Identifying the types of debt that may be issued.
- (3) Describing the relationship of the debt to, and integration with, the District's capital improvement program or budget.
- (4) Establishing policy goals related to the District's planning goals and objectives.
- (5) Implementing internal control procedures to ensure that the proceeds of the proposed debt issuance will be directed to the intended use upon completion of the issuance.

Article II

Purposes for Which Debt Proceeds May be Used

Section 2.01. Authority and Purposes of the Issuance of Debt

The laws of the State of California (the "State") authorize the District to incur debt to make lease payments, contract debt, borrow money, and issue bonds for school improvement projects. The District is authorized to contract debt to acquire, construct, reconstruct, rehabilitate, replace, improve, extend, enlarge, and equip such projects; to refund existing debt; or to provide for cash flow needs.

Section 2.02. State Law

Section 18 of Article XVI of the State Constitution contains the "debt limitation" formula applicable to the District.

There are a number of State laws that govern the issuance of general obligation bonds ("GO Bonds") by school districts. Sections 1(b)(2) (Proposition 46) and 1(b)(3) of Article XIII A (Proposition 39) of the State Constitution allow the District to issue GO Bonds. The statutory authority for issuing GO Bonds is contained in Education Code Section 15000 *et seq.* Additional provisions applicable

only to Proposition 39 GO Bonds are contained in Education Code Section 15264 *et seq.* An alternative procedure for issuing GO Bonds is also available in Government Code Section 53506 *et seq.*

The statutory authority for issuing Tax and Revenue Anticipation Notes (“TRANS”) is contained in Government Code Section 53850 *et seq.* Authority for lease financings is found in Education Code Section 17455 *et seq.* and additional authority is contained in Education Code Sections 17400 *et seq.*, 17430 *et seq.* and 17450 *et seq.* The District may also issue Mello-Roos bonds pursuant to Government Code Section 53311 *et seq.*

Section 2.03. Debt Issued to Finance Operating Costs

The District may deem it necessary to finance cash flow requirements under certain conditions. Such cash flow borrowing must be payable from taxes, income, revenue, cash receipts and other moneys attributable to the fiscal year in which the debt is issued.

General operating costs include, but are not limited to, those items normally funded in the District’s annual operating budget.

The District’s Superintendent, or Assistant Superintendent, Business Services (“CBO”), will review potential financing methods to determine which method is most prudent for the District. Potential financing sources include tax and revenue anticipation notes, temporary borrowing from the Santa Barbara County Treasurer and Tax Collector, and internal temporary interfund borrowing.

Article III

Types of Debt That May be Issued

Section 3.01. Types of Debt Authorized to be Issued

A. **Short-Term:** The District may issue fixed-rate and/or variable rate short-term debt, which may include TRANS, when such instruments allow the District to meet its cash flow requirements. The District may also issue bond anticipation notes (“BANS”) to provide interim financing for bond projects that will ultimately be paid from GO Bonds.

B. **Long-Term:** Debt issues may be used to finance essential capital facilities, projects and certain equipment where it is appropriate to spread the cost of the projects over more than one budget year. Long-term debt should not be used to fund District operations.

Long term debt in the form of GO Bonds may be issued under Article XIII A of the State Constitution, either under Proposition 46, which requires approval by at least a two-thirds (66.67%) majority of voters, or Proposition 39, which requires approval by at least 55% of voters, subject to certain accountability requirements and additional restrictions.

The District may also enter into long-term leases and/or Certificates of Participation (“COPs”) for public facilities, property, and equipment.

C. Lease Financing: Lease-purchase obligations are a routine and appropriate means of financing capital equipment and certain capital facilities. However, lease obligations may impact on budget flexibility.

D. Use of General Obligation Bonds: A significant portion of the District's capital projects are projected to be funded by GO Bond proceeds. Projects financed by the GO Bonds will be determined by the constraints of applicable law and the project list approved by voters.

Article IV

Relationship of Debt to and Integration with District's Capital Improvement Program or Budget

Section 4.01. Impact on Operating Budget and District Debt Burden

In evaluating financing options for capital projects, both short and long-term debt amortization will be evaluated when considering a debt issuance, along with the potential impact of debt service, and additional costs associated with new projects on the operating budget of the District. The cost of debt issued for major capital repairs or replacements may be judged against the potential cost of delaying such repairs.

Section 4.02. Capital Improvement Program

The CBO and the facilities staff have responsibility for the planning and management of the District's capital improvement program subject to review and approval by the Board of Education. Staff will, as appropriate, supplement and revise any applicable Facilities Master Plan in keeping with the District's current needs for the acquisition, development and/or improvement of District's real estate and facilities. Such plans may include a summary of the estimated cost of each project, schedules for the projects, the expected quarterly cash requirements, and annual appropriations, in order for the projects to be completed.

Section 4.03. Refunding and Restructuring Policy

A. Considerations for Refunding.

1. District's Best Interest. Whenever deemed to be in the best interest of the District, the District shall consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility.

2. Net Present Value Analysis. The CBO shall review a net present value analysis of any proposed refunding in order to make a determination regarding the cost-effectiveness of the proposed refunding.

3. Maximization of Expected Net Savings. Another consideration in deciding which debt to refinance and the timing of the refinancing shall be maximization of the District's expected net savings over the life of the bonds.

4. Comply with Existing Legal Requirements. The refunding of any existing debt shall comply with all applicable State and Federal laws governing such issuance.

Article V

Policy Goals Related to District's Planning Goals and Objectives

In following this Policy, the District shall pursue the following goals:

1. The District shall strive to fund capital improvements from voter-approved GO Bond issues to preserve the availability of its General Fund for District operating purposes and other purposes that cannot be funded by such bond issues.

2. The District shall endeavor to attain the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements.

3. The District shall take all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues.

4. The District shall, with respect to GO Bonds, remain mindful of its statutory debt limit in relation to assessed value growth within the school district and the tax burden needed to meet long-term capital requirements.

5. The District shall consider market conditions and District cash flows when timing the issuance of debt.

6. The District shall determine the amortization (maturity) schedule which will fit best within the overall debt structure of the District at the time the new debt is issued.

7. The District shall match the term of the issue to the useful lives of assets funded by that issue whenever practicable and economic, while considering repair and replacement costs of those assets to be incurred in future.

8. The District shall, when planning for the issuance of new debt, consider the impact of such new debt on overlapping debt of local, state and other governments that overlap with the District.

9. The District shall, when issuing debt, assess financial alternatives to include new and innovative financing approaches, including whenever feasible, categorical grants, revolving loans or other State/federal aid, so as to minimize the encroachment on the District's General Fund.

10. The District shall, when planning for the sizing and timing of debt issuance, consider its ability to expend the funds obtained in a timely, efficient and economical manner.

Article VI

Internal Control Procedures for Issuance of Debt to Ensure Intended Use of Proceeds

Section 6.01. Structure of Debt Issues

A. Maturity of Debt: The duration of a debt issue shall be consistent, to the extent possible, with the economic or useful life of the improvement or asset that the issue is financing. Accordingly, the final maturity of the debt shall be equal to or less than the useful life of the assets being financed, and the average life of the financing shall not exceed 120% of the average life of the assets being financed. In addition, the District shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

B. Debt Structure:

1. GO Bonds:

a. *New Money Bond Issuances*: For new money bond issuances, the District shall size the bond issuance consistent with the “spend-down” requirements of the Internal Revenue Code and within any limits approved by the District’s voters. To the extent possible, the District will also consider credit issues, market factors (e.g. bank qualification) and tax law when sizing the District’s bond issuance.

b. *Refunding Bond Issuances*: The sizing of refunding bonds will be determined by the amount of money that will be required to cover the principal of, accrued interest (if any) on, and redemption premium for the bonds to be defeased on the call date and to cover appropriate financing costs.

c. *Maximum Maturity*: All bonds issued by the District shall mature within the limits set forth in applicable provisions of the Education Code or the Government Code. The final maturity of bonds will also be limited to the average useful life of the assets financed or as otherwise required by tax law.

2. Lease-Purchase Obligations: The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed.

C. Debt Service Structure: The District shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, provide flexibility, and, as practical, to recapture or maximize its debt capacity for future use.

Section 6.02. Use of Proceeds

The District shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred. In furtherance of the policy, and in connection with the issuance of all GO Bonds:

1. As required by Government Code Section 53410, the District shall only use GO Bond proceeds for the purposes approved by the District’s voters; and
2. The CBO shall have the responsibility, no less often than annually, to provide to the District’s Board of Education a written report which shall contain at least the following information:
 - (i) The amount of the debt proceeds received and expended during the applicable reporting period; and
 - (ii) The status of the acquisition, construction or financing of the school facility projects, as identified in any applicable bond measure, with the proceeds of the debt.

These reports may be combined with other periodic reports which include the same information, including but not limited to, periodic reports made to the California Debt and Investment Advisory Commission, or continuing disclosure reports or other reports made in connection with the debt. These requirements shall apply only until the earliest of the following: (i) all the debt is redeemed or defeased, but if the debt is refunded, such provisions shall apply until all such refunding bonds are redeemed or defeased, or (ii) all proceeds of the debt, or any investment earnings thereon, are fully expended.

3. The District shall post on the District website the Annual Report of the District’s Independent Bond Oversight Committee which has been given the responsibility to review the expenditure of GO Bond proceeds to assure the community that all GO Bond funds have been used for the construction, renovation, repair, furnishing and equipping of school facilities, and not used for teacher or administrator salaries or other operating expenses.

4. The District shall hire an independent auditor to perform an annual independent financial and performance audit of the expenditure of GO Bond proceeds, and to post such audits on the District website.

Orcutt Union School District
Debt Issuance and Management Policy
Adopted on _____, 201__



Orcutt Union School District Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM: Don Nicholson, Assistant Superintendent/Human Resources

BOARD MEETING DATE: December 14, 2016

BOARD AGENDA ITEM: Ratification of Agreement with Orcutt Educators Association (OEA)

BACKGROUND: Through a memorandum of understanding, the District has reached tentative agreement with certificated employees regarding the health and welfare portion of total compensation for the 2016/2017 school year. The related *AB1200 Public Disclosure of Proposed Collective Bargaining Agreement* was approved by the Board of Trustees at the November 16, 2016 meeting. There is no financial change from that previously approved disclosure.

Effective July 1, 2016, the District will contribute the premium cost for single coverage and eighty percent (80%) of the premium cost for two-party and family coverage.

This is a one-year increase in the District's contribution to employees' health benefits. After the 2016-2017 school year ends, the District's contribution will return to the levels agreed upon for the 2015-2016 school year, unless otherwise agreed.

FINANCIAL IMPACT: As previously disclosed, the total increased cost to the district for this one-time increase in the Health and Welfare portion of total compensation for all employee groups is \$349,954. The increased cost applies to the General Fund, Charter Fund, Child Development Fund, and the Cafeteria Fund.

RECOMMENDATION: It is recommended that the Board of Trustees approve the memorandum of understanding with Orcutt Educators Association (OEA) providing a one-year increase in the District's contribution to certificated employees' health benefits effective July 1, 2016.



Educational Services

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

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 Joe Nightingale, Alice Shaw, Patterson Road, Olga Reed and Orcutt Jr. High Schools

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.