

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, May 8, 2013
Public Session – **6:45 P.M.**
Closed Session Following
Instructional Media Center
500 Dyer Street Building H, Orcutt, CA 93455

CALL TO ORDER PUBLIC SESSION 6:45 P.M.

PUBLIC COMMENT ANNOUNCEMENT

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

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

- A. Pledge of Allegiance
- B. 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. PTA/PTSA Recognition
- C. Adjourn to PTA/PTSA Reception
- D. Reconvene to Public Session – **District Office Board Room**
- E. Public Comment
An opportunity for the public to provide input to the Board of Trustees. Those wishing to speak about a specific agenda item may do so during the Public Comment segment or when the item is being considered. Any request to speak must be submitted on a **Request for Public Comment Form** which can be obtained from the Superintendent's secretary and submitted prior to the presiding officer addressing the item. If you choose to speak when an item is before the Board, your name will be called prior to board consideration. An item not on the agenda must be addressed during the Public Comment segment of the agenda.
- F. Written Communication
Documents addressed to or by board members as communications during a Board of Education meeting are defined as letters from parents or community members regarding issues within the jurisdiction of authority of the Board of Education; information or reports from professional organizations, i.e., CSBA, SBCSBA, etc.; letters or reports from other public agencies; letters or reports from legislators; or letters or reports from district schools or staff.
 - 1. Awards Nights and Graduation Dates
 - 2. Open House Dates and Times

G. Public Hearing Relating to the Use of 2013/2014 Tier III State Categorical Funds

Education Code §42605 grants districts flexibility in Tier III categorical programs and authorizes districts to use these funds for any educational purpose. For the 2008/2009 fiscal year through the 2014/2015 fiscal year, inclusive, local educational agencies that use the flexibility provision of this section shall be deemed to be in compliance with the program and funding requirements contained in statutory, regulatory and provisional language. As a condition of receipt of the funds, the governing board is required, at a regularly scheduled open public hearing held prior to and independent of a meeting where the governing board of the district adopts the annual budget, to take testimony from the public, identify any program that is proposed to be closed, discuss, approve or disapprove the proposed use of funding, and make explicit the purposes for which the funding will be used.

CONSENT AGENDA ITEMS

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

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting of April 10, 2013
- E. Minutes, Special Meeting of April 24, 2013
- F. Interdistrict Attendance Agreement Requests 2012/2013
- G. Interdistrict Attendance Agreement Requests 2013/2014
- H. May Grisham Early Learning Center's Program Self Evaluation Annual Report

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Acceptance of Gifts

Joe Nightingale School received a \$600 donation from Lilia Sanchez. This donation represents the disbursement of the employee payroll funds withheld at the request of the employee made during the annual Giving Campaign through Wells Fargo Bank.

Ralph Dunlap School received a Dell 3100cn color printer from Dan Zurliene.

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Lilia Sanchez and Dan Zurliene.

Moved _____ Second _____ Vote _____

2. Orcutt Academy Charter Renewal

Staff recommends that the Board of Trustees approve the renewal of the Orcutt Academy Charter. If renewed, the new Charter as well as documents related to the Board's action need to be sent to the Charter Schools Division of the California Department of Education in a timely manner.

Moved _____ Second _____ Vote _____

3. Olga Reed 5th Grade Field Trip to Ronald Reagan Library & Museum

Staff requests that the Board of Trustees approve the May 23, 2013 field trip to the Ronald Reagan Library & Museum by the 5th graders at Olga Reed School.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. 2013/2014 General Fund Tier III Flexibility

It is recommended that the Board of Trustees approve the proposed 2013/2014 Tier III Flexibility provisions.

Moved _____ Second _____ Vote _____

2. Stonegate Orcutt Venture, LLC MOU

Staff recommends that the Board of Trustees approve reimbursement of \$31,221.90 to Stonegate Orcutt Venture, LLC and cancellation of MOU dated October 6, 2006.

Moved _____ Second _____ Vote _____

3. 2012/2013 Resolution No. 9, Fund Balance GASB 54

Staff recommends that the Board of Trustees adopt 2012/2013 Resolution No. 9, Fund Balance GASB 54, as submitted.

Moved _____ Second _____ Vote _____

4. 2012/2013 Resolution No. 17, a Call for Action on the Local Control Funding Formula

Staff recommends that the Board of Trustees adopt 2012/2013 Resolution No. 17, A Call for Action on the Local Control Funding Formula, as submitted.

Moved _____ Second _____ Vote _____

C. CURRICULUM

1. 2013/2014 Rancho Alegre Outdoor School Contract

Staff recommends that the Board of Trustees approve the 2013/2014 Rancho Alegre Outdoor School Contract as submitted.

Moved _____ Second _____ Vote _____

2. California Department of Education Library Survey

In compliance with California Education Code §18122, the Board of Trustees is being informed of the district's completion of this requirement.

Moved _____ Second _____ Vote _____

D. PERSONNEL

1. 2012/2013 Resolution No. 15, Declaration of Need

It is recommended that the Board of Trustees adopt 2012/2013 Resolution No. 15, Declaration of Need for Fully Qualified Educators certifying that the District has the need of issuance of (3) Emergency CLAD permits, (2) Resource Specialist Emergency Permits and (5) Limited Assignment Permits for the 2013/2014 school year.

Moved _____ Second _____ Vote _____

2. Certificated Substitute Wages

Staff recommends that the Board of Trustees approve a rate increase to \$95 per day for full day and \$47.50 per day for half day assignments starting in the 2013/2014 school year.

Moved _____ Second _____ Vote _____

3. 2013/2014 School Calendars

The Calendar Committee recommends the approval of the 2013/2014 Orcutt Elementary K-6, Olga Reed K-8 and OAK-8, Lakeview Junior High and Orcutt Junior High calendars, as submitted.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Board Financial Report
2. OCAF
3. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, June 12, 2013, beginning with Closed Session beginning at 6:45 p.m., Public Session at 7:15 p.m. beginning in the Instructional Media Center, 500 Dyer Street, Orcutt, CA.

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO PUBLIC SESSION

- A. Public Report on Action Taken in Closed Session

ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (805) 938-8907. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting.

All documents related to the open session agenda are available for review 72 hours prior to the meeting at the Orcutt Union School District Office, 500 Dyer Street, Orcutt, CA.

Classified Personnel Action Report
May 8, 2013

TO: Bob Bush
Superintendent

SUBMITTED BY: Jan Yanagisako
Assistant Superintendent, Human Resources *Jan Y.*

SUBJECT: RECOMMENDATIONS FOR APPROVAL AND RATIFICATION

SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
Pine Grove	Office Assistant				06/14/13	Retirement - Request Early Retirement Incentive Program
MOT	Custodian			\$14.75/hr	06/17/13-06/30/13	Temporary Summer Assignment
MOT	Custodian			\$15.49/hr	07/01/13-08/09/13	Temporary Summer Assignment
Transportation	Driver				06/14/13	Layoff
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
Transportation	Bus Attendant				06/14/13	Layoff
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
Technology					04/19/13	Release from Probationary Employment
Alice Shaw	Inst Assistant/PE				06/14/13	Layoff
District	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
Child Nutrition	Child Nutrition Worker			\$9.66/hr	04/30/13	Substitute
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$18.38/hr	06/17/13-08/09/13	Temporary Summer Assignment
District	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
District	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
Pine Grove	Inst Assistant/PE				06/14/13	Layoff
MOT	Utility Worker			\$18.38/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
Patterson Road	Inst Assistant/PE				06/14/13	Layoff

Classified Personnel Action Report
May 8, 2013

SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
Joe Nightingale	Inst Assistant/PE				06/14/13	Layoff
MOT	Utility Worker			\$18.38/hr	06/17/13-08/09/13	Temporary Summer Assignment
District	Noon Duty Supervisor			\$9.45/hr	04/10/13	Substitute
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
Ralph Dunlap	Inst Assistant/PE				06/14/13	Layoff
Pine Grove	Media Specialist				2013/2014	Request (5) hour per week Leave of Absence
Transportation	Bus Driver				06/14/13	Layoff
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
District	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
Transportation	Bus Attendant				06/14/13	Layoff
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
Campus Connection	Child Care Assistant			\$9.45/hr	04/15/13	Substitute
OAK-8	Inst Assistant I				06/14/13	Retirement
MOT	Custodian			\$14.05/hr	06/17/13-06/30/13	Temporary Summer Assignment
MOT	Custodian			\$14.75/hr	07/01/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$18.38/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$18.38/hr	06/17/13-08/09/13	Temporary Summer Assignment
Patterson Road	Inst Assistant/PE				06/14/13	Layoff
District	Inst Assistant I			\$10.56/hr	04/19/13	Substitute
District	Inst Assistant II			\$10.79/hr	04/19/13	Substitute
District	Computer Tech I			\$19.80/hr	04/22/13-06/30/13	Temporary Assignment
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment

Classified Personnel Action Report
May 8, 2013

SITE	CLASSIFICATION	CLASS STEP	HOURS	SALARY	EFFECTIVE	ACTION INFORMATION
District	Office Assistant			\$11.29/hr	04/11/13	Substitute
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT				\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$18.38/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$12.36/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment
MOT	Utility Worker			\$14.40/hr	06/17/13-08/09/13	Temporary Summer Assignment

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Robert Bush
District Superintendent

FROM: Jan Yanagisako
Assistant Superintendent, Human Resources

DATE: Board Meeting of May 8, 2013

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Lakeview	Hourly	6/2013 3/1/13	Release from Intervention position NWEA, 2.5 hrs
Nightingale	Hourly	5/2013	Release from Title 1 position
Lakeview	VI-8	2013-14	Request Unpaid Maternity Leave
Orcutt	Extra Duty	3/6/13	CST Writing Test Proctor, 2 hrs
Patterson	V-18	2013-14	Retirement, No Benefits (correction)
Lakeview	Extra Duty	3/12/13	Basketball Supervisor, 1 day
District	Hourly	6/2013	Release from Algebra Readiness position
Lakeview	VI-20	2013-14	Request Leave to Charter HS, 100%
Lakeview	Extra Duty	3/19/13	Detention, 1 hr
Shaw	V-10	7/1/13	Tenured
Lakeview	V-20	6/30/13	Release of Position
Orcutt	V-4	6/30/13	Release of Position
District	Extra Duty	2/20-3/28/13	Home & Hospital, 25 hrs
Olga Reed	Hourly	4/30/13	ASES Teacher, 15 hr wk
Nightingale	Hourly	6/2013 3/22/13	Release from EIA position ELD Meeting, 5.5 hrs
Nightingale	Hourly	5/2013	Release from Title 1 position
Pine Grove	III-20	2013-14	Request Job Share, 60%
Lakeview	Hourly	3/22/13 3/1-3/4/13	Dance Chaperone, 3 hrs NWEA Proctor, 6.5 hrs
Olga Reed	Hourly	5/2013	Release from PE position

*To be prorated

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Patterson	Hourly	6/2013	Release from Intervention position
Nightingale		6/2013	
Lakeview	Hourly	3/5-3/27/13	Release from Title 1 and Intervention positions Detention, 8 hrs
Olga Reed	Hourly	5/2013	Release from Title 1 position
District	III	2013-14	Psychologist Mileage
District	Hourly	3/1-3/28/13	Technology, 9 hrs
Orcutt	Extra Duty	¾-3/18/13	Basketball Supervisor, 4 days
Shaw	VI	6/30/13	Resignation
Olga Reed	Hourly	¾-3/26/13	EIA Tester, 7 hrs
Lakeview	Extra Duty	3/18/13 3/15/13	Basketball Supervisor, 1 day Sub during Prep, 1 hr
Shaw	Extra Duty	3/14/13 3/20-3/27/13	SDC Collaboration, 2 hrs Meetings & Conferences, 4 hrs
District	Daily	3/15-4/12/13	Sub for Principals, 3 days
Lakeview	VI-14	2013-14	Request 60% contract
Shaw	Hourly	6/2013 3/1-3/28/13 2/25-3/20/13	Release from Intervention position Compass Learning, 14.25 hrs Home & Hospital, 17 hrs
Lakeview	Extra Duty	3/12-3/26/13	Detention, 3 hrs
District	Daily	3/26-4/12/13	Sub for Principal, 4 days
Olga Reed	Extra Duty	3/8-3/22/13	Chorus, 2 hrs
Shaw		6/2013	
Orcutt	Hourly	3/22/13	Release from EIA and ELAP positions ELS Meeting, 5.5 hrs
District	Daily	3/18-4/18/13	Fitness Testing, 7 days
District	Hourly Daily	6/2013 3/4-3/21/13	Release from hourly (sub) position Common Core, Grade 1, 2 days
District	Hourly	6/2013	
		3/1-3/27/13	Release from Algebra Readiness position Pre-Algebra, Afterschool, 9 hrs
Patterson	V-20	2013-14	Request Job Share, 50%
Orcutt	III-12 Extra Duty	2013-14 3/4-3/28/13	Request 80% Contract Detention, 19 hrs
Pine Grove	Hourly	6/2013	Release from PE position
Orcutt	Extra Duty	¾-3/18/13	Basketball Supervisor, 4 days
Orcutt	V-12	6/30/13	Retirement (No Benefits)
District	Hourly	3/25/13	Star Testing, 3 hrs
Shaw		6/2013	
Lakeview	Hourly	3/15-3/22/13	Release from EIA and ELAP positions ELD Support, 11.5 hrs
Dunlap	Hourly	4/2013	Release from PE position
Shaw	Hourly	6/2013	Release from Overage position

*To be prorated

SCHOOL	CLASS/ STEP	EFFECTIVE DATE	ACTION INFORMATION
Dunlap	II-1	6/14/13	Non-Reelection Long Term Sub Teacher
Shaw	V-16	2013-14	Request Job Share, 50%
Dunlap	Hourly	6/2013	Release from EIA position
Patterson		3/22/13	ELD Meeting, 5.5 hrs
Lakeview	Extra Duty	3/18/13	Basketball Supervisor, 1 day
Nightingale	Hourly	6/2013	Release from PE and Title 1 positions
Orcutt	Extra Duty	3/11/13	Subbed during Prep, 1 hr
Patterson	V-18	2013-14	Request Job Share, 50%
Patterson	V-20	2013-14	Request Job Share, 80%
Shaw	Hourly	6/2013	Release from PE position
Patterson	Hourly	6/2013	Release from Overage and Intervention positions
Nightingale	Hourly	5/2013	Release from Title 1 position
Nightingale	Hourly	5/2013	Release from Title 1 position
District	Daily	3/4-3/21/13	Common Core, Grade 1, 4 days
Lakeview	Extra Duty	3/8-3/21/13	Detention, 2 hrs
Nightingale	V-20	2013-14	Reduced Work Schedule, 50%
Pine Grove	Hourly	6/2013	Release from EIA position
		3/22/13	ELD Meeting, 5.25 hrs
Lakeview	Extra Duty	3/12/13	Basketball Supervisor, 1 day
District	IV-8	2013-14	Request Leave to Charter HS, 20%
Patterson	Hourly	6/2013	Release from EIA position
		3/22/13	ELD Meeting, 5.5 hrs
Nightingale	Hourly	5/2013	Release from Title 1 and PE positions
Olga Reed	Extra Duty	3/1-3/12/13	Basketball Supervisor, 3 days
Patterson	Hourly	4/26/13	Covering 2 hr Overage as half day sub
Nightingale	Hourly	5/2013	Release from Title 1 position
District	Extra Duty	2/25-3/21/13	Home & Hospital, 20 hrs
Olga Reed	Hourly	6/2013	Release from ASES and
Nightingale		5/2013	Title 1 positions
Shaw	Extra Duty	3/21/13	Compass Learning, .75 hr
Patterson	Hourly	6/2013	Release from Overage position
	Hourly	3/6/13	Star Testing, 1.5 hrs
Lakeview		3/25/13	Star Testing, 3 hrs
	Daily	3/4-3/21/13	Common Core, Grade 1, 2.5 days
Pine Grove	VI-19	2013-14	Request Job Share, 40%
Nightingale	Hourly	5/2013	Release from Title 1 position
Lakeview	Extra Duty	3/1-3/15/13	Sub during Prep, 2 hrs
		3/7/13	Detention, 1 hr
Nightingale	Hourly	6/2013	Release from EIA position
		3/22/13	ELD Meeting, 5.5 hrs

*To be prorated

<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Lakeview	Extra Duty	3/1-3/15/13	Sub during Prep, 2 hrs
Nightingale	VI-15	2013-14	Return to full-time
Olga Reed	Hourly	6/2013	Release from Intervention position
Shaw	Vi-13	7/1/13	Tenured
District	Hourly	6/2013	Release from Strings position
Nightingale	Hourly	5/2013	Release from Title 1 position
Lakeview	Extra Duty	3/22/13 3/12/13 3/18/13	Dance Chaperone, 3 hrs Basketball Supervisor, 1 day Sub during Prep, 1 hr
District	Hourly	6/2013	Release from Intervention position
Lakeview	Extra Duty	3/12/13 3/15/13	Basketball Supervisor, 2 hrs Sub during Prep, 1 hr
Nightingale	Hourly	5/2013	Release from Title 1 position
District	Daily	3/4-3/21/13	Core Standards, 1.75 day
Orcutt	Extra Duty	3/5-3/28/13	Home & Hospital, 19 hrs
District	Hourly	3/5-3/27/13	District Support Services, 24.5 hrs
Dunlap	Hourly	6/2013	Release from PE position
Lakeview	VI-18 Extra Duty	2013-14 3/6-3/20/13	Request 60% Contract PLC Planning, 2 hrs
Lakeview	Extra Duty	3/22/13	Dance Chaperone, 3 hrs
Lakeview	Extra Duty	3/21/13 3/5-3/27/13 2/13-3/18/13	Sub during Prep, 1.5 hr Noon League, 6 hrs Basketball Supervisor, 5 games
Olga Reed	Hourly	5/2013	Release from Title 1 and EIA positions
Nightingale	Hourly	5/2013	Release from Title 1 position
Nightingale	VI-5	2013-14	Completed Master's Program
Pine Grove	Hourly	6/2013	Release from Intervention position
Patterson	Hourly	6/2013	Release from PE position
Shaw	V-20	6/2013	Request Early Retirement
Orcutt	VI-20	6/30/13	Request Early Retirement
Orcutt	Extra Duty	3/4-3/18/13 3/11-3/15/13	Basketball Supervisor, 4 days Sub during Prep, 2 hrs
Patterson	Hourly	6/30/13	Release from PE position
Orcutt	V-7 Extra Duty	2013-14 3/11/13	Return to full-time Sub during Prep, 1 hr
Orcutt	Extra Duty	3/4-3/18/13	Basketball Supervisor, 4 days

*To be prorated

Warrants

The material is not included in your copy of the agenda. A copy may be obtained by arrangement with the District Superintendent's office, during District Office working hours.

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

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
April 10, 2013**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, April 10, 2013 beginning with Jan Zilli calling Public Session to order at 6:52 p.m. Members Present: Buchanan, Peterson, Hatch, Phillips and Zilli. Absent: None. Administrators Present: Bush, Ochej, Edds and Yanagisako. Absent: None. It was moved by Jim Peterson, seconded by Bob Hatch and carried to adjourn to Closed Session at 6:54 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:21 p.m. The Pledge of Allegiance was led by Dr. Ken Parker. President Zilli reported that no action was taken in Closed Session and the Board would be returning to Closed Session following Public Session.

SUPERINTENDENT'S REPORT

Dr. Holly Edds reported on the California Healthy Kids Survey (CHKS). The CHKS is used in Grades 5-12 and helps identify areas of student and school strengths and weaknesses by collecting student data on attitudes, behaviors and experiences related to school and learning. Fighting Back Santa Maria Valley supplements data by assessing even numbered grades. Holly thanked the District for the opportunity to present the Poverty Workshop and staff members commented on the value of such a workshop.

Superintendent Bush reviewed the SARB process.

He reminded everyone of the Special Olympics event at Pioneer Valley High School on April 14th, the Wizard of Oz Production April 18-21 and 8th Grade Community Interviews being held on May 15-16 at Lakeview Jr. High and May 29-30 at Orcutt Jr. High. He encouraged the Board members to try to make time to attend any of these events.

PUBLIC COMMENT

Monique Segura, OEA President, reported that OEA has contracted with Cielito Lindo to provide lunch at each site to honor certificated staff. A drawing will be held for 2 tickets to the April 27th OCAF Gala. A member dependent scholarship and OAHS scholarship will be awarded by OEA. Monique was proud to announce that Pat Brickey and Anna Zucker will be presented with CTA's "Who Award" on May 3rd.

Pat Brickey thanked the District for presenting the Poverty Workshop. He reported on the gopher situation at numerous sites, the need for more counseling services at the junior high schools and the recent release letters received by staff.

PUBLIC HEARING

President Zilli opened the Public Hearing for Renewal of the Charter for Orcutt Academy Charter School. People speaking in support of the renewal were Kathy Gulliver, Kenneth Cardona, Loriann Heaney and Dr. Ken Parker. After comments were heard the Public Hearing was closed.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Special Meeting of March 12, 2013
- E. Minutes, Regular Meeting of March 13, 2013
- F. Minutes, Special Meeting of March 27, 2013
- G. Interdistrict Attendance Agreement Requests 2012/2013
- H. Interdistrict Attendance Agreement Requests 2013/2014
- I. Board Policy 3260, Fees and Charges for second reading
- J. Board Policy 5148.2, Before/After School Programs for second reading

- K. Board Policy 5144, Discipline for second reading
- L. Board Policy 5148.3, Preschool/Early Childhood Education for second reading
- M. Board Policy 5144.1, Suspension and Expulsion/Due Process for second reading
- N. Board Policy 5113.1, Truancy for second reading
- O. Board Policy 4030, Nondiscrimination in Employment for second reading

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve Consent Agenda Items A through O, as submitted.

Board Member Liz Phillips left the meeting.

ITEMS SCHEDULED FOR ACTION

It was moved by Bob Hatch, seconded by Jim Peterson and carried to authorize staff to enter into lease agreements with More Office Solutions as authorized by California State University Agreement Bid No. 70818. Vote: 4 Ayes, 1 Absent.

Board Member Liz Phillips returned to the meeting.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to open discussion and move to vote on 2012/2013 Resolution No. 11, Education Protection Account (EPA) Requirements. Vote: 4 Ayes, 1 Abstention

It was moved by Liz Phillips, seconded by Jim Peterson and carried to approve the Facility Use Agreements with the Orcutt Youth Softball Association, Orcutt American Little League and Orcutt National Little League, as submitted.

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to approve the updated and necessary changes to the Self Insurance Program Employee (SIPE) JPA Agreement and Bylaws Revisions, as submitted.

It was moved by Bob Hatch, seconded by Jim Peterson and carried to approve the purchase of technology upgrade equipment from Trac 3 for a total of \$27,516.30.

It was moved by Jim Peterson, seconded by Bob Hatch and carried to approve the 2013/2014 Interdistrict Attendance Agreement between Solvang Elementary School District and the Orcutt Union School District, as submitted.

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to adopt 2012/2013 Resolution No. 12, Classified Layoffs, as amended to reflect new language for 60 day notification to employees.

Jim Peterson read 2012/2013 Resolution No. 13, Day of the Teacher, May 8, 2013. It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adopt 2012/2013 Resolution No. 13, Day of the Teacher, as submitted.

Liz Phillips read 2012/2013 Resolution No. 14, Classified Employees' Week, May 19-25, 2013. It was moved by Bob Hatch, seconded by Rob Buchanan and carried to adopt 2012/2013 Resolution No. 14, Classified Employees' Week, as amended with a typographical error change.

President Zilli announced that the Board will recognize all classified, certificated and administrative staff on May 14, 2013.

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

The Board Financial Report and Williams/Valenzuela Uniform Complaint Report were presented. Marysia reported that the Financial Report contained nothing out of the ordinary and no complaints were reflected on the Williams/Valenzuela Complaint Report.

Jan Zilli reminded the Board of OCAF's 2013 Gala being held on April 27, 2013 at the Santa Maria Country Club.

Jim Peterson and Rob Buchanan reported on their recent staff visit to Olga Reed School.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, May 8, 2013 beginning with Closed Session at 6:45 p.m., Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. A Special Curriculum Board Meeting is scheduled for Wednesday, April 24, 2013 beginning at 6:00 p.m. in the District Office Board Room.

ADJOURN TO CLOSED SESSION

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adjourn to Closed Session at 8:30 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 9:13 p.m.

ADJOURN

It was moved by Jim Peterson, seconded by Liz Phillips and carried to adjourn the meeting at 9:15 p.m.

Bob Bush, Board Secretary

Dr. James Peterson, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL CURRICULUM MEETING
April 24, 2013**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, April 24, 2013 beginning with Ms. Zilli calling Public Session to order at 6:00 p.m.

Don Nicholson led the Pledge of Allegiance. Members Present: Buchanan, Hatch, Zilli, Peterson and Phillips. Administrators Present: Bush, Yanagisako, Edds and Ochej.

SUPERINTENDENT'S REPORT

Dr. Holly Edds gave a presentation on the new Common Core State Standards (CCSS). The Common Core has teachers focusing on critical thinking, problem-solving and analysis. California will have a leadership role in designing the computerized assessments that will replace the multiple-choice bubble tests now given. The Board had an opportunity to ask questions and provide input on the direction the district needs to take and the implications involved in transitioning to the CCSS.

Monique Segura reported on the Professional Learning Communities (PLC) and Response to Intervention (RTI) activities being provided for the kindergarten students at Alice Shaw School. Susan Salucci and Kelly Osborne explained how they have taken the RTI concept observed from their school site visits and developed their own Extended Learning Opportunity (ELO) program to help improve the academic performance of all Orcutt Jr. High students.

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

Liz Phillips reported that she had an enjoyable evening at the Patterson Road Talent Show. Bob Hatch attended the "surprise" intruder drills at Patterson Road and Olga Reed schools and felt they went well. Superintendent Bush received a call from Fourth District Supervisor Adam's office inquiring about the use of the district's fields by the Little League organizations. He informed them that the Board approved the facility use agreements with Orcutt American Little League and Orcutt National Little League at the April 10, 2013 meeting.

AJDURN

It was moved by Bob Hatch, seconded by Jim Peterson and carried to adjourn the meeting at 7:55 p.m.

Bob Bush, Board Secretary

Dr. James Peterson, Clerk, Board of Trustees



ORCUTT UNION SCHOOL DISTRICT

INTERDISTRICT ATTENDANCE AGREEMENT REQUESTS

2012/2013 Academic School Year
Current Monthly Requests
May 8, 2013

Staff recommends the Board **approve** the following InterDistrict Attendance Agreement Request:

School	New	Renew	Leave
Alice Shaw	2		
Joe Nightingale			1
Olga Reed			
Patterson Road	2		
Pine Grove			
Ralph Dunlap			
Lakeview JH			
Orcutt JH			
Total	4	0	1

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

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

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

Grade	AS		JN		OR		PR		PG		RD		LKV		OJH		Total	
	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A	I	A
K	9	8	8	12	1	0	0	2	3	5	3	4					24	31
1	4	7	12	4	0	1	6	0	1	5	7	4					30	21
2	6	4	8	9	1	0	3	6	7	5	4	4					29	28
3	7	3	11	4	3	0	6	0	3	5	8	5					38	17
4	8	4	14	4	1	0	6	1	4	5	11	3					44	17
5	12	3	11	5	1	0	5	3	7	5	2	1					38	17
6	7	4	16	4	2	0	4	1	6	2	16	3					51	14
7					0								45	10	20	9	65	19
8					1								29	11	19	10	49	21
Subtotal	53	33	80	42	10	1	30	13	31	32	51	24	74	21	39	19	368	185
Total	86		122		11		43		63		75		95		58		553	



HUMAN RESOURCES MEMORANDUM

TO: Bob Bush
Board of Trustees

FROM: Jan Yanagisako

DATE: May 8, 2013

RE: May Grisham Early Learning Center's Self-Evaluation Annual Report and Desired Results Developmental Profile Summary of Findings and Program Action Plan

BACKGROUND: The May Grisham Early Learning Center submits a *Program Self-Evaluation Annual Report* along with a *Desired Results Developmental Profile Summary of Findings and Program Action Plan* for your review and approval. Upon approval these reports will be submitted to the California Child Development Division.

RECOMMENDATION: Staff recommends that the Board of Trustees approve both reports and be submitted to the California Department of Education Child Development Division.

Program Self-Evaluation Annual Report

Contractor's Legal Name Orcutt Union School District	
Vendor Number 6926	<input type="checkbox"/> Cal-SAFE CDS Code
Contract and Age	<input checked="" type="checkbox"/> XCSPP <input type="checkbox"/> CCTR – (Infant/Toddler) <input type="checkbox"/> CCTR – (School-Age) <input type="checkbox"/> Education Network (Infant/Toddler) <input type="checkbox"/> Education Network (Preschool) <input type="checkbox"/> CHAN <input type="checkbox"/> CMIG - (Infant/Toddler) <input type="checkbox"/> CMIG - (Preschool)
Date Program Self-Evaluation Completed	April 24, 2013
Number of Classrooms	one
Number of Family Child Care Homes	
Describe the Program Self-Evaluation Process (Note: This area expands as necessary.) The evaluation process began in August 2012 when we began training our new teacher. In September we began observing the children in our classrooms, writing anecdotal records, taking pictures, and collecting art work from them. The Fall DRDPs were completed by October 21 then Parent/Teacher Conferences were held in November. We tallied the DRDP results and determined what changes were needed to improve our environment. We shared this information with our aides and began implementation immediately. The Parent Advisory Committee was formed, fundraisers held, and in January they handed out/collected Parent Surveys. The Parent Surveys were very useful. The results determined that the parents were in need of various resources pertaining to child rearing. So we put together a Parent Resource Binder with different subjects such as car seat safety, health topics, resources available in SB County (211), etc. The spring DRDPs were finished by April 21 and tallied. We used the tallied results to further improve our learning environment. The teachers held Spring Conferences using the Child Summary Reports. Once conferences were over, teachers focused on the ECERS, Program Self Evaluation, and Program Action Plan. The plan was shared at the final Parent Advisory Committee, summarized in a newsletter for all the preschool families and presented to the OUSD board on May 3, 2013	
A copy of the Program Self-Evaluation will be/has been presented to the Governing Board.	Date 5.9.13
A copy of the Program Self-Evaluation will be/has been presented to teaching/program staff. <i>Shelley Robertson</i>	Date 5.1.13
A copy of the Program Self-Evaluation will be/has been presented to parents. <i>Shelley Robertson</i>	Date 5.1.13
Statement of Completion I certify that a Program Self-Evaluation was completed. <i>J. Yanagisaka</i>	Signature <i>J. Yanagisaka</i> Name, Title, and Phone Number J. Yanagasaki, Ass't Sup't HR (805) 938-8909
	Date

**Desired Results Developmental Profile Summary of Findings
 And Program Action Plan – Program or Network Level**

Contractor Name Orcutt Union School District	
Contract Type, Education Network, and/or Cal-SAFE CSPP	Age Group (Infant/Toddler, Preschool, School-Age) Preschool
Planning Date April 26, 2012	Lead Planner's Name and Position Shelley Robertson Instructor
Follow-up Date(s)	Lead Planner's Name and Position Michelle Franco Instructor

This form can be expanded and is not limited to a single page.

Key Findings from Developmental Profiles and Educational Goal (What will be accomplished for children?)	Action Steps (Address pedagogical approaches, professional development, curriculum, materials required, staff or program schedules, child-staff interactions, program or classroom use of space, parent education, and/or community outreach)	Expected Completion Date and Persons Responsible
18 of our 4 year olds are in the Building Stage of SSD3: Expression of Empathy. While 20 of 4 year olds are in the Integrating Stage. Our goal is to get everyone at the Integrating Level.	We will start with pulling out our 2 nd Step Curriculum. We will also continue role modeling empathy in the classroom and encouraging all children	We expect to complete our implementation of the 2 nd Step Curriculum Program by May 3
	All the teachers will discuss how we can best utilize the curriculum, who will teach it and what time of the day is best to teach it, first group, second group or in small groups	We will introduce the Curriculum in May and continue it through out the 2013-14 school year.
	We will also read more stories about empathy.	
	We will continue role modeling empathy in the classroom and teach and encourage all children	
5 of our 3 year olds are in the Building Stage of HLTH2: Healthy Lifestyle. Our goal would be to get them all to the Integrating Stage.	Teachers will take classes pertaining to nutrition to gain knowledge to add to our nutrition curriculum	This will be implemented as classes are available.
	Read more books about health, nutrition, exercising.	We will continue all of this throughout the 2013-14 year
	Teachers will take classes emphasizing exercise in the classroom via music and movement	
	We will invite the community into our classroom...doctors, dentist, police officer, etc	



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale Date: 04-18-2013

DONOR: Name: Lilia Sanchez
Address: 3712 Bryce Place; Santa Maria, CA. 93455
Phone No. Unk

GIFT: Item Donated N/A or Cash Donation \$ 600.00
Designated for: Unspecified (Wells Fargo Community Support/United Way Campaign)
General Description: Check from Wells Fargo
Model No.: N/A Condition: [X] New [X] Used
Value (estimated): \$600.00
Purpose of Gift: School Supples/purchases
Will gift be purchased through Business Services Office? [] Yes [] No
Donor Conditions of Acceptance: None specified

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

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

Acceptance Requested By (OUSD Staff Member): Terry Garnica, Office Manager
Acceptance Approved By (Administrator): Don Nicholson, Principal
RECOMMENDATIONS: Principal or District Representative

BOARD ACTION: Date Accepted: Date Denied:

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



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Ralph Dunlap Date: 04/22/13

DONOR: Name: Dan Zurliene
Address: 1405 Revere Santa Maria CA 93455
Phone No. _____

GIFT: Item Donated Dell 3100cn Color Printer or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: Students and/or Staff
General Description: Dell Color Printer
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? Yes No
If yes, what type? _____

Acceptance Requested By (OUSD Staff Member): Carol J. Sutton
Acceptance Approved By (Administrator): Liz Herbstreith *[Signature]*
RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

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

Memo



To: Bob Bush, Superintendent
From: Joe Dana, Director of Charter Programs
Date: May 8, 2013
Re: Request for Approval for Orcutt Academy Charter Renewal

Background

On March 13, the Orcutt Union School District Board of Trustees formally received the Orcutt Academy's petition for renewal of its Charter. The petition included a proposed new Charter as well as appropriate documentary evidence of the success of the Orcutt Academy in its first five years. On April 10, the Board held a public hearing on the petition. Three members of the Orcutt Academy School Advisory Council (Kenneth Cardona, Kathy Gulliver, and Loriann Heaney) and charter consultant Dr. Ken Parker spoke in favor of renewal.

As required by law, the Board of Trustees, having received the proposed new Charter and having conducted a public hearing, must make a decision to renew or deny the Charter before May 15, 2013. The term of the renewal is five years.

Please know that the proposed new Charter has undergone no changes since its delivery to the Board on March 13.

Recommendation

Staff recommends that the proposed new Orcutt Academy Charter be renewed. If renewed, the new Charter as well as documents related to the Board's action need to be sent to the Charter Schools Division of the California Department of Education in a timely manner.

Fiscal Impact

None.

May 8, 2013

To: Bob Bush, Superintendent, and
Board of Trustees

From: Joe Dana, Principal

Re: Board Approval of Reagan Library Field Trip



On behalf of the fifth graders of Olga Reed School, I am requesting that the Orcutt Union School District Board of Trustees approve a field trip on Thursday, May 23, to the Ronald Reagan Library & Museum. Ron Maderas & Sherri Ederer's fifth-grade class will depart from Los Alamos at approximately 8:30 a.m. and return at approximately 4:00 p.m.

This is an exciting learning opportunity for our students. They will tour the museum, visit the Air Force One exhibit, and see President Reagan's gravesite. The Reagan Library is a wonderful complement to the study in fifth grade of the American government. We have been pleasantly surprised by the turnout of parents who wish to accompany their children on this field trip.



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

FROM: *MO* Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: 2013/2014 General Fund Tier III Flexibility

BACKGROUND: SBX3 4 (Education Code Section 42605) authorizes complete Flexibility in the use of funds appropriated in 39 budget act items. For fiscal year 2008-09 through 2013-14, school districts may use funds from these 39 programs for any educational purpose. The funds are therefore unrestricted. A school district has discretion to use the funds as they did before, however this will all be accounted for in the unrestricted part of the budget. This is now a local decision as allowed by the flexibility provision. There are no longer state restrictions or requirements, such as expenditure reports or compliance reviews associated with this funding.

The governing board is approving the acceptance of and uses of funds to meet educational needs as part of the Public Hearing on Tier III flexibility programs as follows:

Program Name:

- Community Base English Tutoring
- School Safety & Violence Prevention
- Art and Music Block Grant
- Supplemental School Counseling
- Gifted & Talented Education
- Instructional Materials Realignment Program
- Peer Assistance & Review
- Professional Development Block Grant
- Targeted Instructional Development Block Grant
- School & Library Improvement Block Grant
- Remedial Supplemental Programs
- Math and Reading Professional Development
- Deferred Maintenance
- Charter School Categorical Block Grant

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed 2013/14 Tier III flexibility provisions.

FUNDING: Fund 01



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

FROM: *MO* Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: Stonegate Orcutt Venture, LLC MOU

BACKGROUND: On October 6, 2006, Orcutt Union School District entered into a MOU with Stonegate Orcutt Venture, LLC. On March 28, 2013, Mr. Tony Wells was called to meet with the Planning & Development Department of Santa Barbara County. They informed Mr. Wells that he must build additional square footage to his existing park and he was told that the County was not honoring the agreement that was executed with the District back in October of 2006.

Because of this, Mr. Wells is requesting a cancellation of the MOU agreement dated October 6, 2006 and he asks that the District reimburse Stonegate Orcutt Venture, LLC the sum of \$31,221.90 (see attached) that was paid to the District. This amount was the \$.90 per square foot of assessable space concurrently with payment of school fees at the time of permitting of each of the individual 44 homes of Stonegate.

RECOMMENDATION: Staff recommends that the Board of Trustees approve reimbursement of \$31,221.90 to Stonegate Orcutt Venture, LLC and cancellation of MOU dated October 6, 2006.

FUNDING: Fund 40

Stonegate Orcutt Venture, LLC
In Lieu Fees paid to Orcutt Union School District

plan	lot	sqft	.90 in lieu
2M	1	1468	1,321.20
3	2	1443	1,298.70
4	3	1705	1,534.50
6	4	1781	1,602.90
1	5	1084	975.60
2M	6	1468	1,321.20
3	7	1433	1,289.70
4	8	1569	1,412.10
5	9	1705	1,534.50
5	10	1569	1,412.10
1	11	1084	975.60
2	12	1368	1,231.20
1	13	1084	975.60
1	14	1084	975.60
3	15	1433	1,289.70
1	16	1084	975.60
1	17	1084	975.60
3	18	1433	1,289.70
1	19	1084	975.60
1	20	1084	975.60
4	21	1705	1,534.50
2	22	1368	1,231.20
3	23	1433	1,289.70
3	24	1433	1,289.70
5	25	1705	1,534.50
			\$31,221.90



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob bush, Superintendent

FROM: *MNO* Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: Fund Balance GASB 54 Resolution #9

BACKGROUND: School districts are required to implement General Accounting Standards Board (GASB) Statement No 54, which provides classification of fund balances and special revenue fund definitions. This action must be taken each year prior to June 30th.

As of June 30, 2013, fund balances of the governmental funds are classified as follows:

Non-spendable – amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed – amounts that can be used only for specific purpose determined by a formal action of the governing board. The governing board is the highest level of decision-making authority for the district. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the governing board.

Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.

RECOMMENDATION: Staff recommends that the Board approve Resolution #9 as presented.

FUNDING: All Funds

ORCUTT UNION SCHOOL DISTRICT

RESOLUTION NO.9 2012-2013

RESOLUTION FOR THE CLASSIFICATION OF

FUND BALANCES IN GOVERNEMENTAL ACCOUNTING STANDARDS BOARD (GASB 54)

ON MOTION of Member _____, seconded by Member _____, the following resolution is hereby adopted:

WHEREAS, the governing board of Orcutt Union School District will adhere to the reporting requirements as set forth by Governmental Accounting Standards Board (GASB) Statement 54 Fund Reporting and Governmental Fund Type Definitions; and

WHEREAS, the District will categorize according to the following components: Nonspendable (including but not limited to, inventory, prepaid), Restricted (external restrictions), Committed (imposed by resolution), Assigned (general intent for specific use) and Unassigned (residual); and

WHEREAS, the governing board further delegates authorization to the Superintendent and/or their designate to identify intended uses of assigned funds; and

WHEREAS, the governing board further establishes the order in which fund balances will be spent when multiple fund balance types are available for a specific purpose, committed, assigned, and lastly unassigned; and

WHEREAS, the governing board is committed to maintain a prudent level of financial resources to protect against the need to reduce services levels because of temporary revenue shortfalls or unpredicted one time expenditures. The District's minimum fund balance policy requires a Reserve for Economic Uncertainties, consisting of unassigned amounts, equal to no less than prescribed for fiscal solvency review purposes pursuant to Education Code Section 33127. In the event the balance drops below the established minimum level, the district's governing board will develop a plan to replenish the fund balance to the established minimum level within two years.

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Orcutt Union School District, in accordance with the provisions of GASB 54 adopts the following authorization for fiscal year 2012-2013 to comply with the categorization of fund balance as prescribed by GASB Statement 54 as approved by the Superintendent or their designee:

PASSED AND ADOPTED by the Governing Board on June 12, 2013, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA

COUNTY OF SANTA BARBARA

I, _____, President of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 2013.

President of the Governing Board



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Bob Bush, Superintendent

FROM: *MO* Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: A Call for Action on the Local Control Funding Formula Resolution No. 17

BACKGROUND: The Governor's proposed Local Control Funding Formula (LCFF) has the potential of locking in chronically underfunded school funding levels unless several changes are made to his proposal.

It has been asserted that no school under LCFF would lose money, regardless of their location or student population. However, this has not been the case and to date I have not seen a formula that completely restores our funding after seven years. It has also been difficult to get any information that isn't constantly changing. On April 9, 2013 the Department of Finance published a report that had the Orcutt School District losing \$1,531 per student at full implementation which allegedly means that all deficits would be restored by 2020. On April 25, 2013 I received a notification that we would be approximately \$553 per student less. In either case this is an ongoing loss of \$6.5 million or \$2.3 million after approval of prop 30. To date all I have seen is that we are a district that would be a "loser" under the new formula. Meanwhile we also have a population of economically disadvantaged and English Learner students who would be receiving less funding than a similar population that attends a school district which has a greater percentage of similar students.

It is obvious that the base allocation is not adequate to ensure that "all" students receive adequate funding so that "every" student can receive a high quality education. The Governor is intent and in fact emphatic that LCFF be implemented in the next fiscal year.

In addition to passing this resolution we as a district need to help educate our stakeholders and make the following points:

- The LCFF must include a higher target that brings California funding level for education in line with the top tier of States instead of keeping us at the bottom.

- The LCFF must maintain current levels of purchasing power for every school district through annual increases to reflect changes in inflation.
- The LCFF must provide each student full funding for growth of enrollment.
- The LCFF must include transition time and not be implemented in 2013-14.

There has not been enough dialogue regarding implementation of a formula that has far reaching implications for our students. The current proposals do not adequately address funding all schools.

RECOMMENDATION: Staff recommends that the Board of Trustees approve Resolution No. 17 as presented.

FUNDING: N/A

**ORCUTT UNION SCHOOL DISTRICT
RESOLUTION NO. 17**

**Resolution for A Call for Action on the
Local Control Funding Formula**

WHEREAS, the California Legislature is considering Governor Jerry Brown's proposed reform of the K-12 school financing system, the so-called "Local Control Funding Formula;" and

WHEREAS, Governor Brown has proposed the new funding formula based on the principles of subsidiarity, equity, and transparency; and

WHEREAS, the goal of the new system of finance is to modernize and simplify California's overly complex and historically outdated system; and

WHEREAS, the new funding formula would hold local educational agencies (LEAs) accountable to their local communities for implementing the Common Core State Standards, improving student achievement, making progress in closing achievement gaps, increasing attendance and high school graduation rates, and improving preparation for college and career; and

WHEREAS, the proposed funding formula would provide a target base grant level projected to reach full implementation in seven years; and

WHEREAS, the proposed formula would also include supplemental grants and concentration grants to provide additional funding to districts to address needs of English learners, students in poverty, and students in foster care; and

WHEREAS, there are a number of other issues remaining unaddressed in the proposal including formula adjustments to reflect geographic cost differences, ensuring the provision of quality adult learning opportunities, allowing LEAs to continue to regionalize effective program and service deliveries for career education, transportation services, and professional development, among other things; and

WHEREAS, all LEAs in California have undergone severe budget reductions since 2008-09, including cuts to revenue limits and categorical programs, and are striving to maintain high quality educational programs; and

WHEREAS, the proposed target level of the base grant for the new funding formula does not ensure that all LEAs will receive funding levels restored to their prerecession levels; and

WHEREAS, the currently proposed new funding system does not establish a target that would bring California per-pupil funding to at least the national average; and

WHEREAS, California per-pupil funding was identified as 49th in the nation by the 2013 Quality Counts in Education Week; therefore

Be it resolved that the Orcutt Union School District Board of Trustees supports the basic premises of the proposed Local Control Funding Formula and its reliance on local decision-making and accountability to address the educational needs of all students.

Be it also resolved, that the Orcutt Union School District Board of Trustees urges the Governor and the Legislature to develop the Local Control Funding Formula to provide that the base grant of all LEAs are increased to at least the top ten states.

Be it also resolved that the Orcutt Union School District Board of Trustees calls for continued work on the development of an accountability system that will ensure that all students are making gains in academic achievement across a broad spectrum of learning opportunities, including career-technical education, in order to keep California competitive in a global economy.

PASSED AND ADOPTED by the Governing Board on _____, by the following vote:

AYES:

NOES:

ABSENT:



Educational Services

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

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: Outdoor School Contract 2013-2014

BACKGROUND: It is time to submit the Rancho Alegre Outdoor school contract for the 2013-2014 school year. The district projects sending 444 sixth grade students to Outdoor School. The camp cost for remittance to the Los Padres Council is \$268 per student. In addition, the transportation cost for each camper and their luggage to travel to and from outdoor school is \$10 per student.

The total remittance to The Outdoor School is \$118,992. The total transportation cost, which the students will remit to the district, is \$4,444.

The total cost per camper is \$278.

RECOMMENDATION: Staff recommends this contract be approved as submitted.

FUNDING: There will be no planned fiscal impact on the district since each camper funds their own outdoor school fee and transportation cost.

This AGREEMENT, made and entered into this date by the Executive Director, LOS PADRES COUNCIL, LEARNING FOR LIFE (hereinafter referred to as COUNCIL) and a school district in the State of California, (hereinafter referred to as DISTRICT), under which COUNCIL and DISTRICT, by virtue of Education Code 8760, for the purpose of providing the DISTRICT with programs and classes in Environmental Education, mutually agree with respect to the following:

- 1. Guaranteed Minimum Attendance.** DISTRICT will enroll a guaranteed minimum number of pupils at the Outdoor School during the 2013-2014 school year as follows:

Name of School	Scheduled Minimum Number of Pupils	Scheduled Session of Attendance
Alice Shaw	90	Feb. 25 th -28 th , 2014
Patterson Road	100	May 13 th -16 th , 2014
Pine Grove	80	March 11 th -14 th , 2014
Nightingale	95	March 4 th -7 th , 2014
Orcutt Academy	9	March 4 th -7 th , 2014
Dunlap	70	May 20 th -23 rd , 2014

- 2. Guaranteed Attendance.** Guarantees the larger of the following number of pupils:
- 2.1. The number of pupils actually attending the Outdoor School, or
 - 2.2. ninety percent (90%) of the scheduled minimum number of pupils per scheduled session.
 - 2.3. Changes in District's registered students require written notification to the COUNCIL no later than the following dates:
 - Schools attending between October and December must submit final numbers by October 1st.
 - Schools attending between January and March 2014 must submit final numbers by Dec. 1.
 - Schools attending between April and June 2014 must submit final numbers by March 1st.
 - 2.4. COUNCIL reserves the right to lower the minimum number of pupils reported by the DISTRICT.
- 3. Overbooking.** Attendance above the scheduled minimum number of pupils must have Outdoor School approval in writing. Unapproved overbooking is not permitted.
- 4. Withdrawal.** After this contract is signed by both DISTRICT and COUNCIL a DISTRICT/School may withdraw from the Outdoor School providing that a replacement DISTRICT/School can be substituted with an enrollment no less than ninety percent (90%) of the Scheduled Minimum Number of Pupils of the DISTRICT/School wishing to withdraw. Should the provisions of this section not be adhered to, COUNCIL may bill DISTRICT and DISTRICT agrees to pay COUNCIL on the basis of the scheduled minimum number of pupils.
- 5. Cancellation.** COUNCIL reserves the right to change or cancel DISTRICT's scheduled session of attendance under conditions which would make the operation of the Outdoor School imprudent or unsafe, such as, but not limited to, threat of fire, flood, storm or other natural or manmade disturbances. In such event, COUNCIL will make every effort to provide reasonable advance notice to DISTRICT for rescheduling or a refund of the fees and booking fee.
- 6. Costs-Pupils.** For each scheduled session of attendance, DISTRICT will pay COUNCIL \$268.00 per pupil for a four-day week. The per pupil payment includes rental of the Los Padres Council Facility, for purposes of conducting the DISTRICT program and classes, food and lodging for pupils, and the services of the naturalists and program supplies.
- 7. Costs-District Personnel.** DISTRICT will be charged \$134.00 per person for district personnel, based on a four-day week.
- 8. Booking Fee.** It is understood and agreed to by both parties there is a booking fee required in the amount of \$1,500.00 per session of attendance for schools with 31 or more students or \$1,000.00 for schools with 30 or less students. This fee confirms the scheduled session of attendance at the Outdoor School. The booking fee is nonrefundable but will be included as payment towards the final invoice.
- 9. Discount.** A discount is available to those schools that pay 20% of total fees (based on your original contract) by October 1st, 2013. The discounted amount is \$10.00 per pupil for a four-day week.
- 10. Payment** of 90% of the total cost accrued under this AGREEMENT will be made by the DISTRICT to the Outdoor School, 2680 Hwy 154, Santa Barbara, CA 93105, 30-days prior to the scheduled session of attendance at the Outdoor School. DISTRICT will receive a correction invoice upon departure, net due in 21 days.
- 11. Late charge of two percent (2%) per month** on the invoiced unpaid balance will be charged to the DISTRICT beginning on the first day after the payment deadline.
- 12. Insurance** coverage shall be as follows:
- 12.1. DISTRICT shall hold harmless, defend and indemnify the National Council, and the Los Padres Council, Boy Scouts of America, and their officers, agents, and employees from any and all claims for damage resulting from acts or omissions of DISTRICT, its officers, agents, employees and pupils with respect to the Outdoor School.
 - 12.2. DISTRICT agrees to carry a comprehensive general liability insurance policy in the amount of not less than one million dollars (\$1,000,000.00) for each person and one million dollars (\$1,000,000.00) for each occurrence, and property damage in the amount of not less than two hundred thousand dollars (\$200,000.00) in the form acceptable to the COUNCIL.
 - 12.3. DISTRICT agrees to secure a specific endorsement on its liability policy stating: "Such insurance as is afforded by this policy for the National Council, and the Los Padres Council, Boy Scouts of America and their officers, agents, and employees shall be primary, and any insurance carried by the National Council, and the Los Padres Council, Boy Scouts of America and their officers, agents, and employees shall be in excess and noncontributory." It is further agreed that DISTRICT shall provide COUNCIL with a certificate of insurance naming the National Council, and the Los Padres Council, Boy Scouts of America and their officers, agents, and employees as additional insured under their comprehensive general liability policy and provide a thirty (30) day cancellation or reduction of coverage clause.

- 12.4. Such insurance as is afforded by the parent's health and/or accident policy for the pupil(s) shall be primary, and any insurance carried by the DISTRICT or the National Council, the Los Padres Council, Boy Scouts of America or the DISTRICT shall be secondary.
13. **DISTRICT will provide certificated personnel** (one per class) who will assist in instruction and supervision at the Outdoor School. Minimum certificated personnel to student ratio allowed is 1:35.
- 13.1. At least one certificated person from DISTRICT must remain at the Outdoor School facility at all times during the period of attendance to assure administrative control.
- 13.2. DISTRICT shall maintain administrative control of its pupils from time of departure from the home school until time of return to the home school.
14. **Supervision.** DISTRICT will provide cabin leaders/chaperones in such numbers as are necessary to meet the Outdoor School requirements. DISTRICT should select these cabin leaders/chaperones according to DISTRICT policy. DISTRICT is responsible for supervision and discipline of cabin leaders/chaperones. COUNCIL will pay costs of food and lodging for cabin leaders/chaperones (up to 12 cabin leaders/chaperones) at the Outdoor School. Additional cabin leader/chaperone will be charged at the district personnel rate.
15. **Damages.** DISTRICT will be responsible for any and all damages to Rancho Alegre/Outdoor School property, which may reasonably be attributed to the actions of the attending DISTRICT.
16. **Rules and Regulations.** DISTRICT will abide by the rules and regulations of established by COUNCIL for the operation of the Outdoor School.
17. **Naturalist Services.** The services provided by the naturalist in implementing the DISTRICT's program and classes in outdoor science and conservation education shall be under the exclusive control and management of the DISTRICT and shall comply with all guidelines established by the Superintendent of Public Instruction relating to outdoor educational programs.
- 17.1. The naturalist shall be supervised by a certificated employee of the DISTRICT.
- 17.2. The naturalist is subject to the provisions of the Education Code sections 45125 (use of personal identification cards to ascertain conviction of crimes) and 49406 (examination for tuberculosis).
- 17.3. No person who has been convicted of any sexual offense defined in Education Code 44010, or any controlled substance offense defined in Education Code 44011, shall be permitted to render service as a naturalist.
18. **COUNCIL will provide a curriculum** that follows the standard California framework. The COUNCIL's curriculum may not be altered once the contract is signed.
19. **Refund Policy:** A student that attends The Outdoor School in conjunction with their public or private school will owe the respective fees appropriated for each student (\$268.00 per student; or \$241.00 for students attending with a school that is participating in their first year at The Outdoor School) payable by the student's guardian to the student's public or private school at the appropriate date designated by that institution. The contracted institution will then owe The Outdoor School for the number of students that attend OR must pay for 90% of the contracted number of students) (Sec. 2).
 In the event that a student attends The Outdoor School and must go home for a major circumstance (such as illness, death in the family, medical emergency) the Outdoor School and the COUNCIL reserves the right to charge for the dismissed student(s) in full; partial; or forgiven (non-charged) amount.
 A student leaving within the first 24 hours of programming will typically be forgiven the due amount or be charged a partial fee of ¼ the 4 day rate: \$67.00 (returning schools)/\$60.25 (new schools). A student leaving between Day 2 and Day 4 of the program is typically charged the full tuition of \$268.00 (returning schools)/\$241.00 (new schools). All circumstances and rates are subject to change under the administration of the COUNCIL, and The Outdoor School at Rancho Alegre.
 The student's public or private institution may also choose to refund the guardian of the respective student(s) in full or partial amounts based on transportation costs; in meeting 90% of the contracted numbers; or other designated criteria.
 Students that are dismissed from the program for behavioral infractions/discipline at any time during the program will not be eligible for a refund.

This contract is null and void if not signed and returned within 60 days, beginning June 4, 2013. Terms of this AGREEMENT may only be modified at any time, in writing, by mutual agreement of both parties.
 This agreement shall be in effect July 1, 2013-June 30, 2014.

After reviewing, please make a copy of this contract and sign and return it by June 4, 2013 to:
THE OUTDOOR SCHOOL
 2680 HWY. 154
 SANTA BARBARA, CA 93105

APPROVED FOR THE GOVERNING BOARD OF
 THE DISTRICT

BY: Mary Cole
 TITLE Asst Supt
 DATE 4/26/13

APPROVED FOR THE LOS PADRES OUTDOOR SCHOOL
 LEARNING FOR LIFE
 OWNER AND OPERATOR, THE OUTDOOR SCHOOL

Ron Walsh
 Ron Walsh
 Executive Director
 DATE 4.18.2013

DISTRICT ADDRESS:
 Orcutt School District
 500 Dyer St.
 Orcutt, CA 93455
 Attn: Bob Bush, Holly Edds



Educational Services

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

April 15, 2013

TO: Bob Bush, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: California Department of Education Library Survey

BACKGROUND: As required by California Education code 18122, all nine district schools have completed the 2011-2012 State Library Survey. The attached results from this online survey are also available online by going to the California Department of Education website.

In compliance with law, the board of trustees is being informed of the district's completion of this requirement. Results will be used to improve the quality of library services and collection holdings.

RECOMMENDATION: N/A

FUNDING: No impact to General Fund



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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045736
School: Alice Shaw Elementary
Address: 759 Dahlia Pl.
City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

21 - 25

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

(E) After school

4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction "alone or in collaboration with classroom teachers" check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.
(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.

12,500 - 14,999

10. Enter the average copyright date of the books in the library's 973 section.

Include books in both the 973 circulating and 973 reference sections.

1994

11. Check one or more of the following technologies available in or through the school library in the 2011 - 2012 academic year:

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(I) Video collection and/or video streaming

(K) Audio books (in any format, e.g. for MP3 player)

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)

Less than \$5,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?

Fixed/Block (classes scheduled at regularly specified times)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 -

2012 academic year?

- (B) Informally instructed students in the use of resources
- (D) Assisted school curriculum committee with recommendations
- (F) Provided teachers with information about new resources
- (G) Provided reference assistance to students and teachers
- (H) Helped students and teachers find and use resources outside the school library
- (I) Provided interlibrary loan for students and teachers
- (J) Provided reading, listening, and viewing guidance for students
- (K) Helped parents realize importance of lifelong learning
- (T) Communicated proactively with principal

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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Questions: Lisa Leiplein, AGPA | LLeiplein@cde.ca.gov | 916-319-0441

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045702

School: Olga L. Reed Elementary

Address: 480 Centennial St.

City: Los Alamos

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

51 or more

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(E) After school

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction "alone or in collaboration with classroom teachers" check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.

10,000 - 12,499

10. Enter the average copyright date of the books in the library's 973 section.

Include books in both the 973 circulating and 973 reference sections.

1998

11. Check one or more of the following technologies available in or though the school library in the 2011 - 2012 academic year:

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

(F) Internet access for students

(J) DVDs or laser disks

(K) Audio books (in any format, e.g. for MP3 player)

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)

Less than \$2,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

17. Which of the following terms best describes the method used to schedule classes in the school library?

Mixed (some classes block-scheduled, some flexibly-scheduled)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 -

2012 academic year?

- (B) Informally instructed students in the use of resources
- (E) Collaborated with teachers to develop, implement, and evaluate student learning two or more hours per week
- (F) Provided teachers with information about new resources
- (G) Provided reference assistance to students and teachers
- (H) Helped students and teachers find and use resources outside the school library
- (J) Provided reading, listening, and viewing guidance for students
- (K) Helped parents realize importance of lifelong learning
- (P) Provided access to online library catalog and circulation
- (Q) Provided Internet access for students in the library
- (R) Provided instruction on Internet searching and research
- (T) Communicated proactively with principal
- (U) Attended meetings of school site council, two or more times per academic year

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045801
School: Pine Grove Elementary
Address: 1050 East Rice Ranch Rd.
City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

16 - 20

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

(E) After school

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction—alone or in collaboration with classroom teachers—check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.
(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.
10,000 - 12,499

10. Enter the average copyright date of the books in the library's 973 section.
Include books in both the 973 circulating and 973 reference sections.
1999

11. Check one or more of the following technologies available in or through the school library in the 2011 - 2012 academic year:
(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

(I) Video collection and/or video streaming

(J) DVDs or laser disks

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?
Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$2,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?
Mixed (some classes block-scheduled, some flexibly-scheduled)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 -

2012 academic year?

- (B) Informally instructed students in the use of resources
- (F) Provided teachers with information about new resources
- (G) Provided reference assistance to students and teachers
- (J) Provided reading, listening, and viewing guidance for students
- (K) Helped parents realize importance of lifelong learning
- (P) Provided access to online library catalog and circulation

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045744

School: Ralph Dunlap Elementary

Address: 1220 Oak Knoll Rd.

City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

21 - 25

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction "alone or in collaboration with classroom teachers" check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.

10,000 - 12,499

10. Enter the average copyright date of the books in the library's 973 section.

Include books in both the 973 circulating and 973 reference sections.

1996

11. Check one or more of the following technologies available in or through the school library in the 2011 - 2012 academic year:

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

(F) Internet access for students

(I) Video collection and/or video streaming

(J) DVDs or laser disks

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)

Less than \$5,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

(D) General Fund (district or site)

(E) School and Library Improvement Block Grant

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?

Fixed/Block (classes scheduled at regularly specified times)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 - 2012 academic year?

(B) Informally instructed students in the use of resources

(F) Provided teachers with information about new resources

(G) Provided reference assistance to students and teachers

(J) Provided reading, listening, and viewing guidance for students

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045793

School: Patterson Road Elementary

Address: 400 Patterson Rd.

City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

21 - 25

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(E) After school

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Full-time equivalent

8. When working with students on units of instruction "alone or in collaboration with classroom teachers" check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.

12,500 - 14,999

10. Enter the average copyright date of the books in the library's 973 section.

Include books in both the 973 circulating and 973 reference sections.

1995

11. Check one or more of the following technologies available in or through the school library in the 2011 - 2012 academic year:

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

(F) Internet access for students

(I) Video collection and/or video streaming

(J) DVDs or laser disks

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)

Less than \$2,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

(D) General Fund (district or site)

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?

Fixed/Block (classes scheduled at regularly specified times)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 - 2012 academic year?

(B) Informally instructed students in the use of resources

(F) Provided teachers with information about new resources

(G) Provided reference assistance to students and teachers

(H) Helped students and teachers find and use resources outside the school library

(I) Provided interlibrary loan for students and teachers

(P) Provided access to online library catalog and circulation

(Q) Provided Internet access for students in the library

(T) Communicated proactively with principal

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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Questions: Lisa Leiplein, AGPA | LLeiplein@cde.ca.gov | 916-319-0441

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045777

School: Joe Nightingale Elementary

Address: 255 Winter Rd.

City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

26 - 30

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

(E) After school

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction "alone or in collaboration with classroom teachers" check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.
(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.
15,000 - 17,499

10. Enter the average copyright date of the books in the library's 973 section.

Include books in both the 973 circulating and 973 reference sections.
1993

11. Check one or more of the following technologies available in or though the school library in the 2011 - 2012 academic year:

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

(F) Internet access for students

(I) Video collection and/or video streaming

(J) DVDs or laser disks

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)

Less than \$2,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

(D) General Fund (district or site)

(E) School and Library Improvement Block Grant

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?
Fixed/Block (classes scheduled at regularly specified times)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 - 2012 academic year?

(B) Informally instructed students in the use of resources

(F) Provided teachers with information about new resources

(G) Provided reference assistance to students and teachers

(I) Provided interlibrary loan for students and teachers

(P) Provided access to online library catalog and circulation

(Q) Provided Internet access for students in the library

(T) Communicated proactively with principal

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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Questions: Lisa Leiplein, AGPA | LLeiplein@cde.ca.gov | 916-319-0441

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045785

School: Orcutt Junior High

Address: 608 Pinal St.

City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

16 - 20

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction—alone or in collaboration with classroom teachers—check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.

12,500 - 14,999

10. Enter the average copyright date of the books in the library's 973 section.

Include books in both the 973 circulating and 973 reference sections.

1990

11. Check one or more of the following technologies available in or through the school library in the 2011 - 2012 academic year:

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)

Less than \$2,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?

Include periodicals (paper or electronic), technology and media resources, and related equipment.

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)

No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.

(C) Per Pupil Allotment (district or site)

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?

Flexible (open schedule, i.e. scheduled visits at varying times according to need)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 - 2012 academic year?

(B) Informally instructed students in the use of resources

(F) Provided teachers with information about new resources

- (G) Provided reference assistance to students and teachers
- (I) Provided interlibrary loan for students and teachers
- (J) Provided reading, listening, and viewing guidance for students
- (P) Provided access to online library catalog and circulation
- (T) Communicated proactively with principal

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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Questions: Lisa Leiplein, AGPA | LLeiplein@cde.ca.gov | 916-319-0441

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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045751

School: Lakeview Junior High

Address: 3700 Orcutt Rd.

City: Santa Maria

Select Academic Year

Academic Year:

2011 - 2012 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2011 - 2012 academic year?

Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?

16 - 20

3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library:

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

4. Did you have at least one of the following paid credentialed staff working in the school library?

None of the above (This response will take you immediately to question 6.)

5. Select the phrase below that best describes the paid hours worked by the credentialed staff.

6. Did you have at least one paid classified employee working in the school library?

Yes

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).

Half-time or more, but not full-time equivalent

8. When working with students on units of instruction—alone or in collaboration with classroom teachers—check the box or boxes that describe the social networking tools you used in the 2011 - 2012 academic year.
(M) None

9. Enter the number of books in the school library collection at the end of the 2011 - 2012 academic year. Include reference books in your count, both print and digital books (eBooks) and count each reference volume as one.
5,000 - 7,499

10. Enter the average copyright date of the books in the library's 973 section.
Include books in both the 973 circulating and 973 reference sections.
1997

11. Check one or more of the following technologies available in or through the school library in the 2011 - 2012 academic year:
(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

12. How much money was spent in the school library for the **purchase of library books** during the 2011 - 2012 academic year?
Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 14.)
Less than \$5,000

13. If you spent more than \$100,000 on books, enter the amount here.

14. How much money was spent in the school library for the purchase of library materials **other than books** during the 2011 - 2012 academic year?
Include periodicals (paper or electronic), technology and media resources, and related equipment. Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 16.)
No Budget

15. If you spent more than \$100,000 on materials other than books, enter the amount here.

16. Check one or more of the following funds used to purchase library materials during the 2011 - 2012 academic year.

While some of these funds are no longer available, it is possible they were available to use in 2011 - 2012.
(C) Per Pupil Allotment (district or site)

(D) General Fund (district or site)

(F) Fund-raising (parent groups, book fairs, etc)

17. Which of the following terms best describes the method used to schedule classes in the school library?
Flexible (open schedule, i.e. scheduled visits at varying times according to need)

18. Which of the following services and/or programs were regularly provided through the library in the 2011 - 2012 academic year?
(G) Provided reference assistance to students and teachers

(I) Provided interlibrary loan for students and teachers

(P) Provided access to online library catalog and circulation

Did your library offer access to any online subscription information databases for students in the 2011 - 2012 academic year? This question does not apply to databases offered by the local public library, CD-ROM databases, or search engines. Examples of subscription information databases include: EBSCO *Ultra*, Galeâ€™s *In Context*, *World Book Online*, etc.

No

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Questions: Lisa Leiplein, AGPA | LLeiplein@cde.ca.gov | 916-319-0441

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HUMAN RESOURCES MEMORANDUM

TO: Bob Bush, Superintendent
Board of Trustees

FROM: Jan Yanagisako

BOARD MEETING DATE: May 8, 2013

BOARD AGENDA ITEM: 2012/2013 Resolution No. 15, Declaration of Needs

BACKGROUND: The District has a need to submit the Declaration of Need for Fully Qualified Educators for the 2013-14 school year as follows: Three (3) Emergency CLAD Permits and two (2) Resource Specialist Emergency Permits and five (5) Limited Assignment Permits.

RECOMMENDATION: Staff recommends that the Board of Trustees adopt 2012/2013 Resolution No. 15, Declaration of Needs for Fully Qualified Educators certifying that the District has the need for issuance of three (3) Emergency CLAD permits and two (2) Resource Specialist Emergency Permits and five (5) Limited Assignment Permits during the 2013-14 school year.

FUNDING: N/A

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California 93455

2013-14 RESOLUTION NO.15
DECLARATION OF NEEDS

WHEREAS, it is anticipated that during the 2013-14 school year there will be an insufficient number of certificated persons who meet the specified employment criteria for certain positions in programs operated by the Orcutt Union School District; and

WHEREAS, based upon prior experience, it is anticipated that it will be necessary to submit applications for approximately ten (10) emergency permits for the teaching of classes authorized by Emergency permits for CLAD, Resource Specialists, and Limited Assignment credentials; and

WHEREAS, our efforts to recruit certificated personnel include extensive advertising in local newspapers within two counties, contacting college and university placement centers and postings on the Internet; and

NOW, THEREFORE BE IT RESOLVED, that the Governing Board of the Orcutt Union School District adopt an official Declaration of Need to be submitted to the California Commission on Teacher Credentialing to remain in force until June 30, 2014.

PASSED AND ADOPTED by the Board of Trustees of the Orcutt Union School District, Santa Barbara County, California, this 8th day of May 2013, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

STATE OF CALIFORNIA
COUNTY OF SANTA BARBARA

]
]

President, Board of Trustees

I, Dr. Jams Peterson, Clerk of the Board of Trustees of the ORCUTT UNION SCHOOL DISTRICT, hereby certify that the foregoing is a true copy of a resolution duly and legally adopted as a consent action item by the District's Governing Board at a legal meeting of said Board duly and regularly held on May 8, 2013 and that said resolution has not been revoked.

Clerk, Board of Trustees



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2013-14
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Orcutt Union School District District CDS Code: 42-69260-00000

Name of County: Santa Barbara County CDS Code: 42-10421-00000

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 08 / 13 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2014.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Robert Bush</u>		<u>District Superintendent</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>805-938-8920</u>	<u>805-938-8907</u>	<u>May 8, 2013</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>500 Dyer Street, Orcutt, CA 93455</u>		
<small>Mailing Address</small>		
<u>rbush@orcutt-schools.net</u>		
<small>E-Mail Address</small>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	3
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input checked="" type="checkbox"/> Resource Specialist	2
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	2
Special Education	3
TOTAL	10

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program.

Brandman (Chapman) University

National University

University of Phoenix

If no, explain why you do not participate in an internship program.

This form must be signed by either:

The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

OR

The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

Certification and Authorized Signature

The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies the following:

- Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.
- The situation or circumstances that necessitate the use of an emergency permit holder are as follows: (Attach additional sheets, if necessary.)

The Orcutt Union School District has experienced situations where the need for substitute teachers is greater than the number of fully credentialed persons available therefore making it necessary to use emergency permit holders.

I hereby certify that all of the information contained in this statement of need is true and correct.

	Orcutt Union School District	May 8, 2013
<i>Signature of the District Superintendent</i>	<i>District</i>	<i>Date</i>

<i>Signature of the County Superintendent of Schools</i>	<i>County</i>	<i>Date</i>

It is not necessary to submit this form to the Commission on Teacher Credentialing.



PERSONNEL SERVICES MEMORANDUM

TO: Bob Bush
Superintendent

FROM: Jan Yanagisako

DATE: May 8, 2013

RE: Certificated Substitute Wages

BACKGROUND: Currently certificated substitute teacher's wages are \$90 per day for full day and \$45 for half day assignments.

RECOMMENDATION: Staff recommends the Board of Trustees approve a rate increase to \$95 per day for full day and \$47.50 per day for half day assignments starting in the 2013-14 school year.

FUNDING IMPACT: The General Fund restricted and unrestricted and Child Development Fund.



PERSONNEL SERVICES MEMORANDUM

TO: Bob Bush.
Board of Trustees

FROM: Jan Yanagisako

DATE: May 8, 2013

RE: 2013-14 School Calendar

BACKGROUND: Each year the Calendar Committee develops a School district calendar(s) for approval by the Board of Trustees.

RECOMMENDATION: The Calendar Committee recommends the attached 2013-14 elementary (K-8) and junior high school calendars be considered for approval.

FUNDING: N/A

Working calendar
4/24/2013

ORCUTT UNION SCHOOL DISTRICT
ORCUTT ELEMENTARY K-6 SCHOOLS, OLGA REED K-8 AND OAK-8

2013/2014 SCHOOL CALENDAR

Student
Days
Reporting
Periods

M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F		
					29	30	31	Aug 1	2	5	6	7	8	9	12	13	14	15	16 +		
19 ▲	20 ▲	21 ▼	22	23	26	27	28	29	30	Sep 2 ■	3	4	5	6	9	10	11	12	13	17	1
16	17	18	19	20	23 ◆	24 ◆	25	26	27	30	Oct 1	2	3	4	7	8	9	10	11	18	2
14	15	16	17	18	21	22	23	24	25	28	29	30	31	Nov 1 ◆	4	5	6	7	8	19	3
11 ■	12	13	14	15	18	19	20	21	22	25	26	27 ●	28 ■	29 ●	Dec 2	3	4	5	6	16	4
9	10	11	12	13	16	17	18	19	20	23 ●	24 ●	25 ■	26 ●	27 ●	30 ●	31 ●	Jan 1 ■	2 ●	3 ●	10	5
6 ●	7 ●	8 ●	9 ●	10 ●	13	14	15	16	17	20 ■	21	22	23	24	27	28	29	30	31	14	6
Feb 3	4	5	6	7	10 ■	11	12	13	14	17 ■	18	19	20	21	24	25	26	27	28	18	7
Mar 3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	20	8
31	Apr 1	2	3	4	7	8	9	10	11	14	15	16	17	18 ■	21 ●	22 ●	23 ●	24 ●	25 ●	14	9
28	29	30	May 1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	20	10
26 ■	27	28	29	30	Jun 2	3	4	5	6	9	10	11	12	13 ▼	(180 Student Days)					14	11

□ **ELEMENTARY SCHOOL SCHEDULE**

August 16..... New Teachers Begin
 August 19..... All Staff Meeting - Convocation
 August 20..... Teacher Work Day
AUGUST 20..... FIRST DAY OF CLASSES 7th GR. ONLY
AUGUST 21..... FIRST DAY OF CLASSES
 September 2..... Labor Day
 September 23..... Staff Development Day
 September 24..... Staff Development Day
 November 1..... Staff Development Day
 November 11..... Veteran's Day
 November 15..... End of First Trimester
 November 27 to November 29..... Thanksgiving Holiday
 December 23 to January 10..... Winter Recess
 January 20..... Martin Luther King Day
 February 10..... Lincoln's Day
 February 17..... Presidents' Day
 March 7..... End of Second Trimester
 April 18 to April 25..... Spring Break
 May 26..... Memorial Day
 June 13..... LAST DAY OF SCHOOL

- ▲ Pre-service Day (returning teachers)..... 185
- + In-service Day (new teachers) 186
- Legal Holiday (no school)
- No School - Board Holiday
- ▼ Minimum Day / In-service
- ◆ Staff Development Day

□ **ELEMENTARY SCHOOL PARENT CONFERENCES**

K-6 - Parent Conferences - Minimum Day.....Oct 7-11
 K-6 - Parent Conferences - Minimum Day.....Mar 12-14

Working calendar
4/23/2013

ORCUTT UNION SCHOOL DISTRICT

LAKEVIEW JUNIOR HIGH SCHOOL ONLY

2013/2014 SCHOOL CALENDAR

Student Days
Reporting Periods

M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F		
					29	30	31	Aug 1	2	5	6	7	8	9	12	13	14	15	16 +		
19 ▲	20 ▲	21 ▼	22	23	26	27	28	29	30	Sep 2 ■	3	4	5	6	9	10	11	12	13	17	1
16	17	18	19 ▼	20 ▼	23 ◆	24 ◆	25	26	27	30	Oct 1	2	3	4	7	8	9	10	11	18	2
14	15	16	17	18	21	22	23	24	25 ▼	28	29	30	31	Nov 1 ◆	4	5	6	7	8	19	3
11 ■	12	13	14	15	18	19	20	21	22	25	26	27 ●	28 ■	29 ●	Dec 2	3	4	5 ▼	6 ▼	16	4
9	10	11	12	13	16	17	18	19	20	23 ●	24 ●	25 ■	26 ●	27 ●	30 ●	31 ●	Jan 1 ■	2 ●	3 ●	10	5
6 ●	7 ●	8 ●	9 ●	10 ●	13	14	15	16	17	20 ■	21	22	23	24 ▼	27	28	29	30	31	14	6
Feb 3	4	5	6	7	10 ■	11	12	13	14	17 ■	18	19	20 ▼	21 ▼	24	25	26	27	28	18	7
Mar 3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28 ▼	20	8
31	Apr 1	2	3	4	7	8	9	10	11	14	15	16	17	18 ■	21 ●	22 ●	23 ●	24 ●	25 ●	14	9
28	29	30	May 1	2	5	6 ▼	7 ▼	8 ▼	9 ▼	12	13	14	15	16 ▼	19	20	21	22	23	20	10
26 ■	27	28	29	30	Jun 2	3	4	5	6	9	10	11	12 ▼	13 ▼	(180 Student Days)					14	11

- ▲ Pre-service Day (returning teachers) 185
- ♦ In-service Day (new teachers) 186
- Legal Holiday (no school)
- No School - Board Holiday
- ▼ Shortened Day or Minimum Day / In-service
- ◆ Staff Development Day

LATE STARTS FOR JR. HIGH

1ST & 3RD TUESDAY EACH MONTH

STAR TESTING FOR JR. HIGH

7-8 Testing May 6-8 (shortened day)
May 9 (minimum day)

JR HIGH SCHOOL SCHEDULE

- August 16 New Teachers Begin
- August 19 All Staff Meeting - Convocation
- August 20 Teacher Work Day

- AUGUST 21** **FIRST DAY OF CLASSES 8th Graders**
- **Shortened Day / 7th & 8th Grades**
- September 2 Labor Day
- September 19 Shortened Day Parent Conferences
- September 20 Minimum Day PC
- September 23 Staff Development Day
- September 24 Staff Development Day
- October 25 Minimum Day / End of First Quarter Grade Prep
- November 1 Staff Development Day
- November 11 Veteran's Day
- November 27 to November 29 Thanksgiving Holiday
- December 5 Shortened Day Parent Conferences
- December 6 Minimum Day PC
- December 23 to January 10 Winter Recess
- January 20 Martin Luther King Day
- January 24 Minimum Day / End of Semester Grade Prep
- February 10 Lincoln's Day
- February 17 Presidents' Day
- February 20 Shortened Day Parent Conferences
- February 21 Minimum Day PC
- March 28 Minimum Day / End of Third Quarter Grade Prep
- April 18 to April 25 Spring Break
- May 9 Minimum Day PC
- May 16 Minimum Day / 6th Grade Orientation
- May 26 Memorial Day
- June 12 Minimum Day / Last Day of School / 7th Grade Students
- Shortened Day / Graduation Practice / 8th Grade Students
- June 13** Minimum Day / Last Day of School / 8th Grade Graduation

AUGUST 20 **FIRST DAY OF CLASSES 7th GR. ONLY**

Working calendar
4/19/2013

ORCUTT UNION SCHOOL DISTRICT

ORCUTT JUNIOR HIGH SCHOOL ONLY

2013/2014 SCHOOL CALENDAR

Student Days
Reporting Periods

M T W T F					M T W T F					M T W T F					M T W T F					Student Days	Reporting Periods
					Aug 29 30 31 1 2					5 6 7 8 9					12 13 14 15 16 ♦						
19 ▲ 20 ▲ 21 ▼ 22 23					26 27 28 29 30					Sep 2 ■ 3 4 5 6					9 10 11 12 13					17	1
16 17 18 19 20					23 ◆ 24 ◆ 25 26 27					30 Oct 1 2 3 4					7 8 9 10 11					18	2
14 15 16 17 18					21 22 23 24 25 ▼					28 29 30 31 Nov 1 ◆					4 5 6 7 8 ▼ ▼					19	3
11 ■ 12 13 14 15					18 19 20 21 22					25 26 27 ● 28 ■ 29 ●					Dec 2 3 4 5 6					16	4
9 10 11 12 13					16 17 18 19 20					23 ● 24 ● 25 ■ 26 ● 27 ●					30 ● 31 ● Jan 1 ■ 2 ● 3 ●					10	5
6 ● 7 ● 8 ● 9 ● 10 ●					13 14 15 16 17					20 ■ 21 22 23 24 ▼					27 28 29 ▼ 30 ▼ 31 ▼					14	6
Feb 3 4 5 6 7					10 ■ 11 12 13 14					17 ■ 18 19 20 21					24 25 26 27 28					18	7
Mar 3 4 5 6 7					10 11 12 13 14					17 18 19 20 21					24 25 26 27 28 ▼					20	8
31 Apr 1 2 3 4 ▼					7 8 9 10 11					14 15 16 17 18 ■					21 ● 22 ● 23 ● 24 ● 25 ●					14	9
28 29 30 May 1 2					5 6 ▼ 7 ▼ 8 ▼ 9 ▼					12 13 14 15 16 ▼					19 20 21 22 23					20	10
26 ■ 27 28 29 30					Jun 2 3 4 5 6					9 10 11 12 ▼ 13 ▼					(180 Student Days)					14	11

- ▲ Pre-service Day (returning teachers) 185
- ♦ In-service Day (new teachers) 186
- Legal Holiday (no school)
- No School - Board Holiday
- ▼ Shortened Day or Minimum Day / In-service
- ◆ Staff Development Day

LATE STARTS FOR JR. HIGH

1ST & 3RD WEDNESDAY EACH MONTH

STAR TESTING FOR JR. HIGH

**7-8 Testing May 6 – 9
(Shortened Days)**

JR HIGH SCHOOL SCHEDULE

August 16 New Teachers Begin
 August 19 All Staff Meeting - Convocation
 August 20 Teacher Work Day

AUGUST 20.....FIRST DAY OF CLASSES 7TH GR. ONLY
 Shortened Day / 7th Grade Classes
 AUGUST 21.....FIRST DAY OF CLASSES 8TH Graders
 Shortened Day / 7th & 8th Grades
 September 2.....Labor Day
 September 23.....Staff Development Day
 September 24.....Staff Development Day
 October 25.....Minimum Day / End of First Quarter.....Grade Prep
 November 1.....Staff Development Day
 November 7.....Shortened DayParent Conferences
 November 8.....Minimum Day.....PC
 November 11.....Veteran's Day
 November 27 to November 29.....Thanksgiving Holiday
 December 23 to January 10.....Winter Recess
 January 20.....Martin Luther King Day
 January 24.....Minimum Day / End of Semester.....Grade Prep
 January 30.....Shortened DayParent Conferences
 January 31.....Minimum Day.....PC
 February 10.....Lincoln's Day
 February 17.....Presidents' Day
 March 28.....Minimum Day / End of Third Quarter.....Grade Prep
 April 3.....Evening Parent Conferences
 April 4.....Minimum Day.....PC
 April 18 to April 25.....Spring Break
 May 16.....Minimum Day / 6th Grade Orientation
 May 26.....Memorial Day
 June 12.....Minimum Day / Last Day of School / 7th Grade Students
 Minimum Day / Graduation Practice / 8th Grade Students
 June 13.....Minimum Day / Last Day of School / 8th Grade Graduation

Board Report

District 16 -- Orcutt Union

Fund 01 -- General Fund

As of 3/31/2013

	Beginning Bal/ WrkBudget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Encumbrances	Ending Bal/ Remaining Bal
9110 -- Cash in County Treasury	346,746.16	(1,872,933.48)	1,139,055.97	0.00	1,485,802.13
9130 -- Revolving Cash/Fiscal Agent	13,928.00	0.00	0.00	0.00	13,928.00
9200 -- Accounts Receivable	6,947,163.73	0.00	(6,947,163.73)	0.00	0.00
9310 -- Due from Other Funds	192,331.38	(20,000.00)	(182,331.38)	0.00	10,000.00
9320 -- Stores	7,094.65	0.00	0.00	0.00	7,094.65
9330 -- Prepaid Expenditures (Expenses)	15,912.05	0.00	(15,912.05)	0.00	0.00
Total Assets	7,523,175.97	(1,892,933.48)	(6,006,351.19)	0.00	1,516,824.78
9500 -- Accounts Payable (Current Liabilities)	601,670.62	1,464.34	(594,456.09)	0.00	7,214.53
9610 -- Due to Other Funds	745,903.02	0.00	(745,903.02)	0.00	0.00
9650 -- Deferred Revenue	4,319.43	0.00	(4,319.43)	0.00	0.00
Total Liabilities	1,351,893.07	1,464.34	(1,344,678.54)	0.00	7,214.53
Fund Balance (Beginning Balance/Actual)	6,171,282.90	0.00	0.00	0.00	1,509,610.25
9791 -- Net Beginning Balance	6,171,282.90	0.00	6,171,282.90	0.00	6,171,282.90
8010 -- Revenue Limit Sources	22,795,805.00	(39,207.89)	11,966,273.04	0.00	10,829,531.96
8100 -- Federal Revenue	1,367,746.75	281,558.00	692,360.75	0.00	675,386.00
8300 -- Other State Revenues	5,470,892.58	245,670.25	2,991,933.80	0.00	2,478,958.78
8600 -- Other Local Revenue	1,535,842.59	207,064.09	1,220,683.63	0.00	315,158.96
8910 -- Other Financing Sources	459,668.00	0.00	452,092.28	0.00	7,575.72
8980 -- Contributions	0.00	0.00	0.00	0.00	0.00
Total Revenues	31,629,954.92	695,084.45	17,323,343.50	0.00	14,306,611.42
1000 -- Certificated Personnel Salaries	16,435,132.70	1,583,544.57	11,545,874.08	0.00	4,889,258.62
2000 -- Classified Personnel Salaries	5,185,002.47	437,472.36	3,684,957.22	0.00	1,500,045.25
3000 -- Employee Benefits	6,624,839.97	613,299.20	4,379,491.85	0.00	2,245,348.12
4000 -- Books and Supplies	2,437,259.35	114,646.17	876,455.53	247,931.89	1,312,871.93
5000 -- Services and Other Operating Expenditures	2,444,373.56	(179,138.31)	1,315,406.11	665,215.51	463,751.94
6000 -- Capital Outlay	250,000.00	(457.16)	122,048.56	7,295.00	120,656.44
7000 -- Other Outgo & Transfers Out	554,803.00	20,115.44	60,782.80	0.00	494,020.20
Total Expenditures	33,931,411.05	2,589,482.27	21,985,016.15	920,442.40	11,025,952.50
Fund Balance (Budget/Actual)	3,869,826.77	0.00	1,509,610.25	0.00	0.00

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