

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, December 10, 2014
Closed Session – 6:45 P.M.
Public Session – 7:15 P.M.
District Office Board Room
500 Dyer Street, Orcutt, CA 93455

CALL TO ORDER 6:45 P.M.

A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO PUBLIC SESSION 7:15 P.M.

B. Public Report on Action Taken in Closed Session

C. Adoption of December 10, 2014 Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

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

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

D. Oath of Office for Newly Elected Board Members
Rob Buchanan, Robert Hatch, James Peterson

E. Annual Organization of the Board

1. Election of the Board President

Moved _____ Second _____ Vote _____

2. Election of Board Clerk

Moved _____ Second _____ Vote _____

3. Designation of Superintendent as Secretary to the Board

Moved _____ Second _____ Vote _____

4. Setting of Date, Time and Place for All Regular Board Meetings in 2015

Moved _____ Second _____ Vote _____

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

Moved _____ Second _____ Vote _____

F. Superintendent's Report

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

1. OCAF Report
2. Pine Grove School Presentation

G. 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.

H. 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.

I. Public Hearing - None

CONSENT AGENDA ITEMS

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting November 12, 2014
- E. Hiring of Coaches 2014/2015
- F. Board Policy 1312.3, Uniform Complaint Procedure for second reading
- G. Board Policy 5145.7, Sexual Harassment for second reading
- H. Board Policy 6142.94, History-Social Science Instruction for second reading

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 printer/scanner/copier from Deanna Barnes. The school also received a \$300 donation from Your Orcutt Youth Organization to offset Outdoor School costs.

Patterson Road School received a Dell flat panel monitor from Dr. Satya-Murti to be used in his granddaughter's classroom.

Ralph Dunlap School received a \$300 donation from Your Orcutt Youth Organization to offset Outdoor School costs.

Alice Shaw School received a donation of \$1000 from Alice Shaw PTA for an audio/video sound system to be used in the Multi-Use Room. The school also received a \$20 donation from Debbie Oliphant towards the purchase of the kindergarten shed and a donation of \$300 from the Your Orcutt Youth Organization to offset Outdoor School costs. The Alice Shaw Robotics Club received a donation of \$70 from Ozzie's Frozen Yogurt Fundraiser and \$150 from Mr. and Mrs. David Silva.

Pine Grove School received a \$300 donation from Your Orcutt Youth Organization to offset Outdoor School costs and a donation of the award winning book, Charlotte's Web from the Santa Maria Rotary South.

It is recommended that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Deanna Barnes, Your Orcutt Youth Organization, Dr. Satya-Murti, Alice Shaw PTA, Ozzie's Frozen Yogurt, Mr. and Mrs. David Silva Debbie Oliphant and Santa Maria Rotary South.

Moved _____ Second _____ Vote _____

2. Nomination for CSBA Delegate Assembly

The Board of Trustees nominates Janet Zilli as the CSBA Delegate Assembly Representative for Region 11, Subregion 11-A (Santa Barbara County).

Moved _____ Second _____ Vote _____

B. BUSINESS

1. First Interim Report, Orcutt Union School District General Fund 2014-2015

It is recommended that the Board of Trustees approve the First Interim Report, Orcutt Union School District General Fund, 2014-2015 as presented and authorize the filing of a positive certification with the Santa Barbara County Education Office. A copy of the First Interim Report is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 a.m. – 4:30 p.m. Monday – Friday.

Moved _____ Second _____ Vote _____

2. 2014-2015 Resolution No. 10. Accounting of Developer Fees for 2013-2014 Fiscal Year/Annual and Five Year Developer Fee Report

It is requested that the Board of Trustees adopt 2014-2015 Resolution No. 10 with Exhibits in addition to the Annual and Five-Year Developer Fee Report. Copies of the referenced documents are available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 a.m. – 4:30 p.m. Monday – Friday.

Moved _____ Second _____ Vote _____

3. 2013-2014 Audit Report

It is recommended that the Board of Trustees accept the 2013-2014 Audit Report ending June 30, 2014. A copy of the 2013-2014 Audit Report is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 a.m. – 4:30 p.m. Monday – Friday.

Moved _____ Second _____ Vote _____

4. Agreement Between Orcutt Union School District and Piper Jaffray & Co.

It is recommended that the Board of Trustees approve the Agreement to Provide Continuing Disclosure Consulting Services between the Orcutt Union School District and Piper Jaffray & Co.

Moved _____ Second _____ Vote _____

5. 2014-2015 Resolution No. 9. Authorization of Signatures

It is recommended that the Board of Trustees adopt 2014-2015 Resolution No. 9, Delegation of Authority to District Staff.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Single School Plans for Student Achievement

Staff recommends the Board of Trustees approve the Single School Plan for Student Achievement for Ralph Dunlap Elementary, Patterson Road Elementary, Pine Grove Elementary, Lakeview Junior High and Orcutt Junior High schools, as submitted. Copies of the Single School Plans for Student Achievement are available for review at the District Office, 500 Dyer Street, Orcutt, CA M-F 7:30 a.m.-4:30 p.m.

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Timothy Carty – Piper Jaffray & Co.
2. Board Financial Report
3. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, January 14,, 2015, beginning with Closed Session beginning at 6:45 p.m., Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

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
December 10, 2014

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



SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
District	Noon Duty Supervisor	\$9.45/hr	11/13/14	Substitute
Alice Shaw	Inst Assistant I		12/19/14	Resignation
District	Office Assistant	\$11.29/hr	11/13/14	Substitute
Lakeview Jr. High	Custodian	\$2944/mo	12/01/14	Permanent/Probationary
District	Utility Worker	\$12.36/hr	11/10/14	Substitute
Olga Reed	Cusotidan	\$2670/mo	12/01/14	Permanent/Probationary
District	Utility Worker	\$12.36/hr	11/10/14	Substitute
Patterson Rd.	Inst Assistant I		11/19/14	Resignation

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson
Assistant Superintendent, Human Resources

DATE: Board Meeting of December 10, 2014

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
District	Hourly	10/1-10/3/14	CELDT, 14 hrs
Lakeview	Extra Duty	10/27/14	Basketball Supervisor, 1 game
District	Hourly	9/8-10/19/14	CELDT, 49 hrs
Lakeview	Extra Duty	10/23-10/30/14	Detention, 3 hrs
Dunlap	Extra Duty	10/23/14	5 th grade, PLC, 6 hrs
Orcutt	Extra Duty	10/10/14	Worked Prep Period, 1 hr
District	Stipend	2014-15	District Drama Production
Lakeview	Extra Duty	10/7-10/21/14	Detention, 3 hrs
Lakeview	Stipend	9/1/14	Teacher in Charge
		10/27/14	Basketball Supervisor, 1 game
	Extra Duty	10/15/14	Articulation Meeting, 1 hr
Orcutt		10/21/14	Worked Prep Period, 1 hr
	Extra Duty	10/2-10/23/14	Detention, 9 hrs
Nightingale	Stipend	2014-15	Teacher in Charge (shared)
Nightingale	Stipend	2014-15	Teacher in Charge (shared)
District	Hourly	10/1-10/10/14	NWEA, 39 hrs
District	VI-20	12/1/14	Returning to 1 FTE
	Extra Duty	10/11/14	Prep for Staff Development, 2 hrs
District	Hourly	10/3-10/30/14	CELDT, 32.5 hrs
Orcutt	Extra Duty	10/10-10/20/14	Worked Prep Period, 2 hrs
District	Daily	11/17/14	Administrator Sub, 1 day
Pine Grove	Stipend	11/1/2014	One Time Stipend for adding Autism Authorization
Orcutt	Extra Duty	10/15-10/27/14	Articulation Meeting, 4 hrs

*To be prorated

SCHOOL	CLASS/ STEP	EFFECTIVE DATE	ACTION INFORMATION
District	Hourly	10/1-10/3/14	NWEA, 18 hrs
District	Hourly	10/3-10/10/14	CELDT, 18.5 hrs
Patterson	Extra Duty	10/21/14	4 th grade, Collaboration, 6 hrs
District	Hourly	10/1-10/15/14	CELDT, 17.5 hrs
Orcutt	Extra Duty	10/7-10/30/14	Intervention, 8 hrs
District	Hourly	10/1-10/23/14	CELDT, 26.5 hrs
Orcutt	Extra Duty	10/10/14	Worked Prep Period, 1 hr
District	Hourly	10/3-10/15/14	CELDT, 23 hrs
Orcutt	Extra Duty	10/10-10/20/14	Worked Prep Period, 2 hrs
Lakeview	Extra Duty	10/21/14 10/27/14	Worked Prep Period, 1 hr Basketball Supervisor, 1 game
Lakeview	Extra Duty	10/8/14	CPM Parent Meeting, 2 hrs
Lakeview	Hourly	10/17/14	CELDT, 1.75 hrs
Lakeview	Extra Duty	10/8-10/9/14 10/15/14	CPM Parent Meeting, 2 hrs Articulation Meeting, 1 hr
Orcutt JH	Stipend	11/1/14	Teacher in Charge
Orcutt JH	Stipend	2014-15	Track Coach
District	Hourly	10/1-10/10/14	NWEA, 34.5 hrs
Lakeview	Extra Duty	10/8/14	CPM Parent Meeting, 2 hrs
Lakeview	Extra Duty	10/6-10/21/14	Worked Prep Period, 3 hrs
District	Hourly	10/1/14	CELDT, 3.5 hrs
District	Hourly	10/1-10/9/14	NWEA, 33.25 hrs
Orcutt	Extra Duty	10/28-10/30/14	Detention, 2 hrs
Patterson	Stipend	2014-15	Combo Class Stipend (portion)
Lakeview	Extra Duty	10/21/14 10/20/14	Worked Prep Period, 1 hr Articulation Meeting, 2.5 hrs
Lakeview	Extra Duty	10/8/14 10/20/14	CPM Parent Meeting, 2 hrs Worked Prep Period, 1 hr
Orcutt	Extra Duty	10/10/14	Worked Prep Period, 1 hr

*To be prorated

Warrants

These materials are not included in this copy of the agenda. The warrants are available for review at the District Office, 500 Dyer Street, Orcutt, CA. Monday-Friday from 7:30 am – 4:30 pm.

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

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
November 12, 2014**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, November 12, 2014 beginning with Dr. Peterson calling Public Session to order at 6:45 p.m. Members Present: Peterson, Phillips, Zilli, Hatch, and Buchanan. Absent: None. Administrators Present: Blow, Ochej and Nicholson. Absent: Edds. It was moved by Liz Phillips, seconded by Jan Zilli and carried to adjourn to Closed Session at 6:46 p.m.

RECONVENE TO PUBLIC SESSION

It was moved by Liz Phillips, seconded by Bob Hatch and carried to reconvene the meeting to Public Session at 7:20 p.m. In honor of Veterans' Day, Dr. Peterson called on Mr. Hatch to lead the Pledge of Allegiance. Dr. Peterson reported that no action was taken in Closed Session. It was moved by Bob Hatch, seconded by Liz Phillips and carried to adopt the November 12, 2014 agenda, as submitted. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

SUPERINTENDENT'S REPORT

Superintendent Blow announced that the first Strategic Planning Meeting will be on Monday, November 17th at the Santa Maria Public Library Shephard Hall. She would like to have two Board members attend. Future meetings will be held on December 9th, January 13th and February 5th with the Plan going to the Board for approval at the March board meeting.

OCAF Executive Director reported that \$5000 in Teacher Mini-grants will be awarded in December. Hannah wrote and received a \$765 grant from NextGen Arts Professional Development Program to attend the Conference for Community Arts Education on November 19-22, 2014. OCAF has formed a Programs Committee to study the best use of OCAF funds.

The Orcutt Jr. High Robotics Team, *Radioactive Mustangs*, presented a skit.

PUBLIC COMMENT

OEA President Monique Segura reported that OEA was very pleased with the negotiations settlement. She invited the Board and administrators to participate in the *Unconscious Bias Training* that OEA will be hosting on January 29th and 30th at Allan Hancock College.

CSEA President, Rich Jensen thanked his Negotiating Team for a successful settlement. The team included Joe McGill, Michelle Gitchell and Natalie Ortega.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting October 8, 2014
- E. Minutes, Special Meeting October 23, 2014
- F. Minutes, Special Meeting October 29, 2014
- G. Surplus Equipment

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to approve Consent Agenda Items A through G, as submitted. Ayes: Peterson, Hatch, Zilli, Phillips and Buchanan Noes: 0.

ITEMS SCHEDULED FOR ACTION

Gifts

It was moved by Bob Hatch, seconded by Jan Zilli and carried to accept the gift and directed that a letter of acceptance and appreciation be forwarded to Theresa Avila. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Organizational Meeting

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to set the Annual Organizational Meeting for December 10, 2014 with Public Session beginning at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Business/Purchases

It was moved by Liz Phillips, seconded by Jan Zilli and carried to award the lowest bid proposal to purchase a TORO 6000 Mower to Noble Saw Power Equipment for \$11,516.63. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

It was moved by Bob Hatch, seconded by Jan Zilli and carried to approve the purchase of school bus cameras and camera installation from PRO-VISION Video Systems for \$12,546.84. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve entering into a three year subscription licensing agreement with SHI for the Microsoft Licensing Program for \$47,917.50. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Travel Authorization

It was moved by Bob Hatch, seconded by Jan Zilli and carried to authorize travel to the National Association of School Psychologists Convention for three District Psychologists. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Single School Plans for Student Achievement

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to approve the Single School Plan for Student Achievement for Alice Shaw Elementary and Joe Nightingale Elementary schools, as submitted. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Supplemental Educational Services (SES) Provider Contracts

It was moved by Jan Zilli, seconded by Liz Phillips and carried to approve the Supplemental Educational Services providers and contracts for the 2014-2015 school year.

Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Board Policy Updates

It was moved by Rob Buchanan, seconded by Bob Hatch and carried to adopt Board Policy 1312.3, Uniform Complaint Procedures for first reading and that it is placed on the next Consent Agenda for Second Reading. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

It was moved by Liz Phillips, seconded by Jan Zilli and carried to adopt Board Policy 5145.7, Sexual Harassment for first reading and that it is placed on the next Consent Agenda for second reading. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

It was moved by Jan Zilli, seconded by Bob Hatch and carried to adopt Board Policy 6142.94, History-Social Science Instruction for first reading and that it is placed on the next Consent Agenda for second reading. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

Ratification of Agreements

It was moved by Liz Phillips, seconded by Jan Zilli and carried to approve the negotiated agreements with Orcutt Educators Association (OEA), California School Employees' Association (CSEA), Confidential and Management Employees and Public Disclosure of proposed collective bargaining agreements effective July 1, 2014. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

2014/2015 Resolution No. 8, Waiver of Credential Authorization

It was moved by Jan Zilli, seconded by Liz Phillips and carried to adopt 2014/2015 Resolution No. 8, Waiver of Credential Authorization, as submitted. Ayes: Hatch, Peterson, Zilli, Phillips and Buchanan Noes: 0.

ITEMS FOR INFORMATION/DISCUSSION

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

Bob Hatch congratulated his colleagues on their election victories.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next Regular Board Meeting is scheduled for Wednesday, December 10, 2014 beginning with Closed Session beginning at 6:45 p.m. followed by Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

It was moved by Jan Zilli and seconded by Liz Phillips to adjourn the meeting at 8:18 p.m.

Deborah L. Blow, Ed.D., Board Secretary

Liz Phillips, Clerk, Board of Trustees

ORCUTT UNION SCHOOL DISTRICT

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson
Assistant Superintendent, Human Resources

DATE: December 10, 2014

RE: ***NOTIFICATION TO BOARD –HIRING OF COACHES FOR 2014-15
SCHOOL YEAR***

Orcutt JHS:

Shilo Ridgeway

Track

Unpaid Volunteer Assistant Coaches:

*Volunteer coaches are required to submit the same paperwork as paid positions and meet the State Certification requirements. They are no longer required to hold an ASCC certificate from the CTC but instead submit fingerprints to FBI and DOJ for background checks reportable to the Orcutt Union School District



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

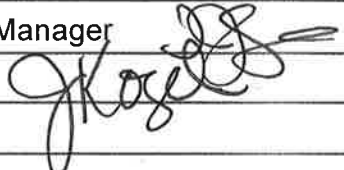
SCHOOL: Joe Nightingale Date: 11-20-2014

DONOR: Name: Deanna Barnes
Address: 460 Fair Oaks Drive, Santa Maria, CA. 93455
Phone No. 805-937-4857

GIFT: Item Donated Printer or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: Any use
General Description: HP Photosmart Touch Smart printer/scanner/copier
Model No.: D110 Series Condition: New Used
Value (estimated): Unk
Purpose of Gift: For use wherever needed
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: None

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

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

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

BOARD ACTION: Date Accepted: _____ Date Denied: _____

Please submit request to the Superintendent's Office.

(If denied, explanation is on reverse side of this form.)



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale Elementary School Date: November 17, 2014

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

GIFT: Item Donated _____ or Cash Donation \$ 300.00
(Fill in if money is donated)
Designated for: Outdoor School (aka: Science Camp)
General Description: Check
Model No.: Check #4938 Condition: New Used
Value (estimated): \$300.00
Purpose of Gift: Money to offset costs of Outdoor school
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: To be used towards Outdoor School

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

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

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

BOARD ACTION: Date Accepted: _____ Date Denied: _____

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



"A Tradition of Excellence"

(805) 938-8750
400 East Patterson Road
Santa Maria, CA 93455

Mrs. Kate McInerney, Principal

November 2014

Dr. Debbie Blow, Superintendent
The Board of Trustees
Orcutt Union School District
500 Dyer Street
Orcutt, CA 93455

Dear Dr. Blow and Board of Trustees,

On behalf of Patterson Road School, I am requesting that the Board of Trustees accept a donation from Dr. Satya-Murti. He has made a wonderful donation of a Dell Flat Panel Monitor which will be used in his granddaughter's classroom.

It is with donations such as these that our students are able to reap many benefits. We greatly appreciate this donation and the support of the good neighbors in our Community.

Sincerely,

Kate McInerney
Principal

*A California Distinguished School
A National Blue Ribbon School of Excellence*



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Ralph Dunlap Elementary School Date: 11/20/14

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

GIFT: Item Donated _____ or Cash Donation \$ 300.00
(Fill in if money is donated)
Designated for: 6th Grade Outdoor School
General Description: _____
Model No.: _____ Condition: New Used
Value (estimated): _____
Purpose of Gift: 6th Grade Outdoor School
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: _____

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

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

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

BOARD ACTION: Date Accepted: _____ Date Denied: _____

Please submit request to the Superintendent's Office.

(If denied, explanation is on reverse side of this form.)



Shaw Elementary School

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

Phone: (805) 938-8850

Fax: (805) 938-8899

Date: 11/18/14


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

Dear Mr. Bush and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$1000.00 from Shaw PTA for Audio/Video Sound System for Multi-Use - Room.

This donation will be used to purchase Audio and Video equipment. We thank Shaw PTA for this donation and appreciate their support.

Sincerely,



Principal

Cc: Shaw PTA
759 Dahlia Place
Santa Maria, CA 93455



Shaw Elementary School

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

Phone: (805) 938-8850

Fax: (805) 938-8899

November 14, 2014

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

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$ 20.00 from Debbie Oliphant towards the purchase of the kindergarten shed. .

We thank Debbie Oliphant for this donation and appreciate her support.

Sincerely,


Principal

Cc: Donor



Shaw Elementary School

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

Phone: (805) 938-8850

Fax: (805) 938-8899

November 14, 2014

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

Dear Dr. Blow and Board:

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

We thank Your Orcutt Youth Organization and Ileen Yuhaas for this donation and appreciate their support.

Sincerely,


Principal

Cc: Donor



Shaw Elementary School

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

Phone: (805) 938-8850

Fax: (805) 938-8899

Date 11/21/14

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

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$ 70.00 from Ozzie's Frozen Yogurt Fundraiser for Robotics Club.

This donation will be used to purchase registration and supplies. We thank Ozzie's Frozen Yogurt for this donation and appreciate their support.

Sincerely,



Principal

Cc:

Ozzie's Frozen Yogurt &Gelato

3420 Orcutt Rd #106 Santa Maria CA 93455



Shaw Elementary School

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

Phone: (805) 938-8850

Fax: (805) 938-8899

Date: November 19, 2014

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

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation of \$150.00 from Mr. and Mrs. David Silva for Robotics Club.

This donation will be used to purchase registration and supplies. We thank Mr. and Mrs. Silva for this donation and appreciate their support.

Sincerely,



Principal

Cc: Mr. and Mrs. David Silva
PO Box 6587
Santa Maria, CA 93456



Pine Grove Elementary School

1050 E. Rice Ranch Road Santa Maria CA 93455 Phone (805) 938-8800 FAX (805) 938-8849

November 25, 2014

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

Dear Dr. Blow and Board;

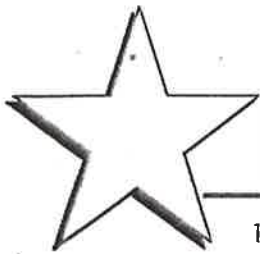
On behalf of Pine Grove School 1, I am requesting that the Board of Trustees accept a donation of \$300.00 from Your Orcutt Youth Organization. This donation will benefit Pine Grove School's 6th grade Outdoor School program.

The generosity of Your Orcutt Youth Organization is greatly appreciated.

Sincerely,

Don Hart
Principal

Your Orcutt Youth Organization
P.O. Box 2094
Santa Maria CA 93457



Pine Grove Elementary School

1050 E. Rice Ranch Road Santa Maria CA 93455 Phone (805) 938-8800 FAX (805) 938-8849

November 25, 2014

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

Dear Dr. Blow and Board;

On behalf of Pine Grove School, I am requesting that the Board of Trustees accept a donation of the award winning book, Charlotte's Web, by E.B. White from the Santa Maria Rotary South. This delightful book will be a wonderful addition to our school library.

The generosity of the Santa Maria Rotary South is greatly appreciated.

Sincerely,

Don Hart
Principal

Santa Maria Rotary South
P.O. Box 911
Santa Maria CA 93454



Delegate Assembly Nomination Form

DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

CSBA Region/subregion # 11

The Board of Education of the Orcutt Union School District wishes to
(Nominating District)

nominate Janet Zilli. The nominee is a member of the
(Nominee)

Orcutt Union School District Board of Trustees, which is a member of the California
(Nominee's District)

School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé.
- The nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé will be sent by the deadline date.

Board Clerk or Board Secretary (signed)

12/10/14

Date

Board Clerk or Board Secretary (printed)

PLEASE NOTE: The nomination and candidate biographical sketch forms may be faxed to (916) 371-3407 or mailed to CSBA, Attn: Leadership Services, 3251 Beacon Blvd., West Sacramento, CA 95691 postmarked by the U.S.P.S. no later than **Wednesday, January 7, 2015**. ***It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by the due date. Late submissions cannot be accepted.*** If you have any questions, please contact Charlyn Tuter in the Leadership Services department at ctuter@csba.org or (800) 266-3382. Thank you.

Delegate Assembly Candidate Biographical Sketch Form



DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3281.

Name: <u>Janet Zilli</u>	CSBA Region: <u>11</u>
District or COE: <u>Orcutt Union School District</u>	Years on board: <u>22</u>
Contact Number: <u>805-705-4491</u>	E-mail: <u>zillij@gmail.com</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>1 year (this time)</u>	

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association. The most immediate issue would be the repeal of the reserve cap, as it is very dangerous for the fiscal solvency of so many CA school districts.

Monitoring the implementation and affects of LCFF and continuing to work on ways to deliver an equal and fair funding model for all districts.

Implementation of Common Core

I believe CSBA has the vision and the expertise to have a major impact on all of these issues as the state comes to grips with a new educational model.

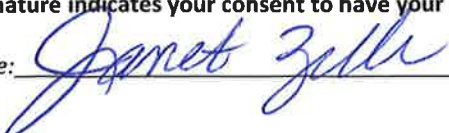
Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.


I have been on my local board for 22 years, have served as president 4 times and currently represent the board on the Strategic Plann Committee. During that time I have also served on the County School Boards Assn., including 2 terms as president. I have previously been on the Delegate Assembly and served on the Board of Directors for 7 years from 99-06. I have been on numerous CSBA committees including Leg, Audit, Budget, Policy Platform.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

This is a time of major change in the education delivery and testing model in the state. I think my years of experience give me perspective and will be an asset as we tackle these new challenges.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 



BUSINESS SERVICES MEMORANDUM

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

FROM: 4/160 Marysia Ochej, Assistant Superintendent, Business Services
Rebecca Holmes, Director, Fiscal Services

BOARD MEETING DATE: December 10, 2014

BOARD AGENDA ITEM: First Interim Report, OUSD General Fund 2014-2015

BACKGROUND: The First Interim is predicated upon the State's adopted budget which was signed by the Governor June 20, 2014 along with the majority of the accompanying trailer bills. This was one of the earliest budget agreements to be enacted in recent history.

Multi-year projections are required for the fiscal year 2014-15 First Interim Report. The District uses the California School Services dashboard assumptions along with the FCMAT Calculator, which are a starting point for current and future year's assumptions. This budget continues to reflect a 3% reserve for economic uncertainties.

Based on projections as of October 31, 2014, the Board will be filing a positive certification that the District will be fiscally solvent in the 2014-2015 fiscal year, and the subsequent two fiscal years for all district funds. Carryover funds and deferred revenue are included in the First Interim Report. Please read the budget narrative for more detailed information.

RECOMMENDATION: It is recommended that the Board of Trustees approve the First Interim Report as presented and authorize the filing of a "positive" certification with the Santa Barbara County Office of Education.

FUNDING: All Funds



BUSINESS SERVICES MEMORANDUM

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

FROM: yuo Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 10, 2014

BOARD AGENDA ITEM: Resolution No. 10 Regarding Accounting of Developer Fees for 2013-14 Fiscal Year/Annual and Five-Year Developer Fee Report

BACKGROUND: Government Code 66000 et. seq. requires accounting of school fees ("Developer" Fees). Resolution No.10, Exhibits A, B and 1 in addition to the Annual and Five-Year Developer Fee Report, are attached. A Ten-Year Historical Developer Fee Revenue graph, are also attached for your review. These funds are audited annually and are part of the annual financial report presented to the Board of Trustees.

Developer fees per square foot, as per our formal agreement with the high school district are as follows:

	Residential	Commercial
Orcutt Union School District	\$2.22	\$0.35
Santa Maria JUHSD	\$0.98	\$0.16
TOTAL	\$3.20	\$0.51

During the 2013/2014 fiscal year, the following fees were collected:

Collected Fees,	\$627,532
<u>Interest</u>	<u>11,767</u>
Total	\$639,299

The developer fees are to be used for growth related construction, equipment, modernization, and to provide equitable facilities among all Orcutt schools. We have used fees to pay for future site development, master planning, developer fee justification and indirect administrative costs.

Expenditures in Fiscal Year 2013-14 are as follows:

Master Planning	\$ 6,500
Olga Reed School	1,569
<u>Administrative fee transfer to Fund 01</u>	<u>14,854</u>
Total Expenditures	\$22,923

The Fund Balance as of June 30, 2014 was \$3,471,600.

RECOMMENDATION: It is requested that the Board of Trustees approve Resolution No. 10 with Exhibits in addition to the attached Annual and Five-Year Developer Fee Report.

FUNDING: N/A

RESOLUTION NO. 10
RESOLUTION OF THE GOVERNING BOARD OF THE
ORCUTT UNION SCHOOL DISTRICT REGARDING
ACCOUNTING OF DEVELOPER FEES
FOR 2013-2014 FISCAL YEAR
IN THE FOLLOWING FUND OR ACCOUNT:
FUND 25-CAPITAL FACILITIES FUND

1. Authority and Reasons for Adopting this Resolution.
 - A. This District has levied school facilities fees pursuant to various resolutions, the most recent of which is dated October 10, 2012, and is referred to herein as the "School Facilities Fee Resolution" and is hereby incorporated by reference into this Resolution. These resolutions were adopted under the authority of Education Code section 17620 (formerly Government Code section 53080). These fees have been deposited in the following fund or account:

Fund 25 – Capital Facilities Fund
 - B. Government Code sections 66001(d) and 66006(b) require the District to make an annual accounting of the Fund and to make additional findings every five years if there are any funds remaining in the Fund at the end of the prior fiscal year;
 - C. Government Code sections 66001(d) and 66006(b) further require that the annual accounting of the Fund and those findings be made available to the public no later than December 29, 2014, that this information be reviewed by this Board at its next regularly scheduled board meeting held no earlier than 15 days after they become available to the public, and that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) be mailed at least 15 days prior to this meeting to anyone who has requested it.
 - D. The Superintendent has informed this Board that a draft copy of this Resolution (along with Exhibits A, B and 1 which are hereby incorporated by reference into this Resolution) was made available to the public on November 25, 2014. The Superintendent has further informed this Board that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) was mailed at least 15 days prior to this meeting to anyone who has requested it.
 - E. The Superintendent has also informed this Board that there is no new information which would adversely affect the validity of any of the findings made by this Board in its School Facilities Fee Resolution.

2. What This Resolution Does.

This Resolution makes various findings and takes various actions regarding the Fund as required by and in accordance with Government Code sections 66001(d) and 66006(b).

3. Findings Regarding the Fund.

Based on all findings and evidence contained in, referred to, or incorporated into this Resolution, as well as the evidence presented to this Board at this meeting, the Board finds each of the following with respect to the Fund for the 2013-2014 Fiscal Year:

- A. In reference to Government Code section 66006(b)(2), the information identified in section 1 above is correct;
- B. In further reference to Government Code section 66006(b)(2), this Board has reviewed the annual accounting for the Fund as contained in Exhibit A and determined that it meets the requirements set forth in Government Code section 66006(b)(1);
- C. In reference to Government Code section 66001(d)(1), and with respect only to that portion of the Fund remaining unexpended at the end of the 2013-2014 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified in Exhibit A;
- D. In reference to Government Code section 66001(d)(2), and with respect only to that portion of the Fund remaining unexpended at the end of the 2013-2014 Fiscal Year, the findings and evidence referenced above demonstrate that there is a reasonable relationship between the fees and the purpose for which it is charged;
- E. In reference to Government Code Section 66001(d)(3), and with respect only to that portion of the Fund remaining unexpended at the end of the 2013-2014 Fiscal Year, all of the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified as the use to which the fees are to be put is identified in Exhibit A;
- F. In reference to Government Code section 66001(d)(4), and with respect only to that portion of the Fund remaining unexpended at the end of the 2013-2014 Fiscal Year, the approximate dates on which the funding referred to in paragraph e above is expected to be deposited in the appropriate account or fund is designated in Exhibit A; and

G. In reference to the last sentence of Government Code section 66006(d), because all of the findings required by that subdivision have been made in the fees that were levied in paragraphs c-f above, the District is not required to refund any moneys in the Fund as provided in Government Code section 66002(e).

4. Superintendent Authorized to Take Necessary and Appropriate Action.

The Board further directs and authorizes the Superintendent to take on its behalf such further action as may be necessary and appropriate to effectuate this Resolution.

5. Certificate of Resolution.

I, Robert Hatch, President of the Governing Board of Orcutt Union School District of Santa Barbara County, State of California, certify that this Resolution proposed by seconded by _____ was duly passed and adopted by the Board, at an official and public meeting this 10th day of December, 2014, by the following vote:

AYES:

NOES:

ABSENT:

President of the Board
of the Orcutt Union School District of
Santa Barbara County, California

EXHIBIT A
TO RESOLUTION REGARDING
ACCOUNTING OF DEVELOPER FEES
FOR FISCAL YEAR 2013-2014
FOR THE FOLLOWING FUND OR ACCOUNT
FUND 25 -CAPITAL FACILITIES FUND

Per Government Code section 66006(b)(1)(A)-H) as indicated:

- A. A brief description of the type of fee in the
Fund: Statutory school facilities fees.

- B. The amount of the fee:
Effective December 10, 2012, \$2.22 per square foot of residential construction; and \$.35 per square foot of commercial, industrial, senior, construction; but subject to the district's determination that a particular project is exempt from all or part of these fees.

- C. The beginning and ending balance of the Fund.
See Exhibit 1 .

- D. The amount of the fees collected and interest earned.
See Exhibit 1.

- E. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement.
See Exhibit 1.

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) subdivision (a) of section 66001, and the public improvement remains incomplete:
N/A. The District has not made this determination.

- G. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan:

The District takes the allowable indirect administration fee and transfers it to the General Fund

- H. The amount of refunds made pursuant to the subdivision (e) of section 6600I and any allocations pursuant to subdivision (f) of section 66001:

N/A. No refunds or allocations were made pursuant to subdivision (e) or (f) of section 66001.

EXHIBIT B
TO RESOLUTION REGARDING
ACCOUNTING OF DEVELOPER FEES
FOR THE FISCAL YEAR 2013 2014
FOR THE FOLLOWING FUND OR ACCOUNT:
FUND 25 - CAPITAL FACILITIES FUND

Per Government Code section 66001 (d)(l) (4) as indicated:

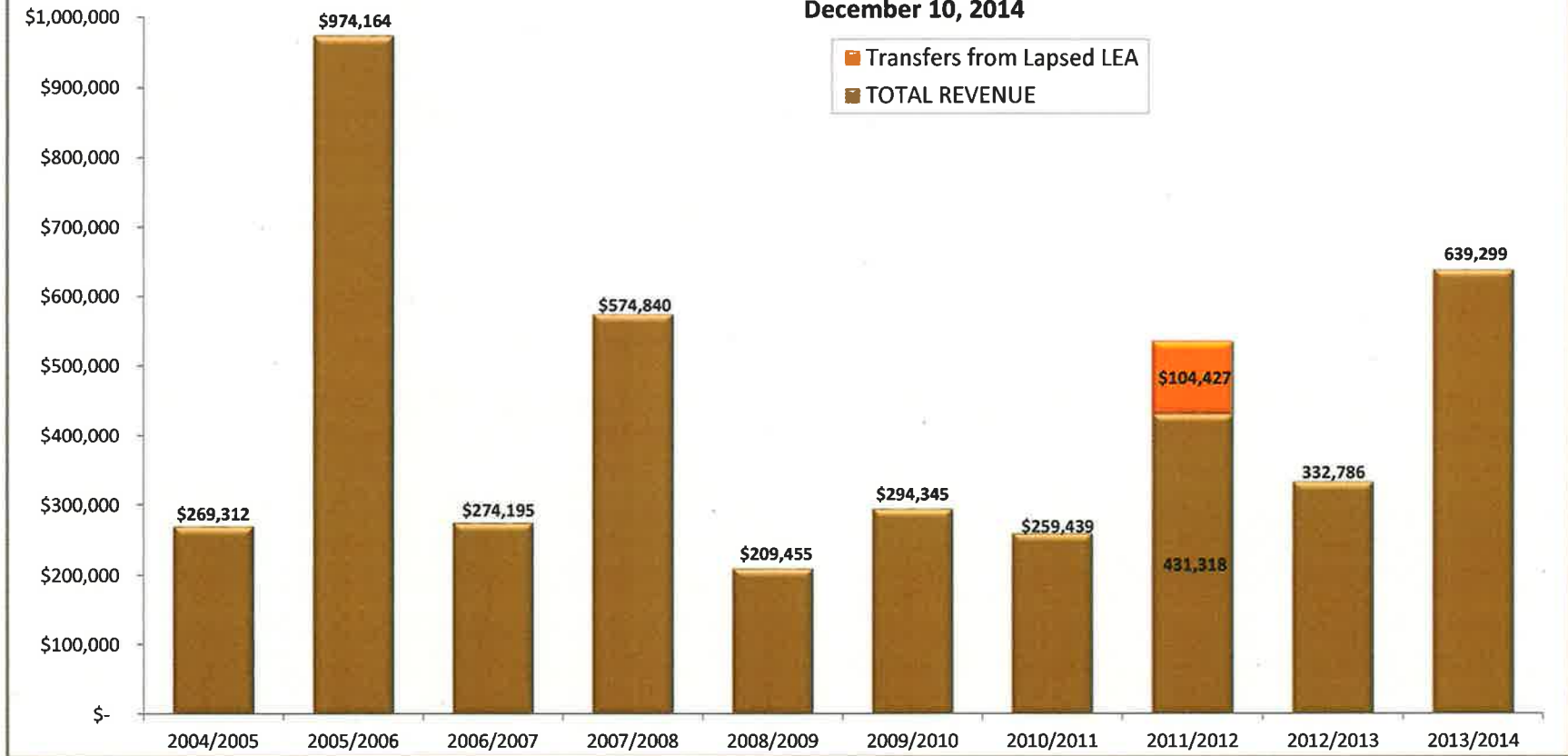
- A. With respect to only that portion of the Fund remaining unexpended at the end of the 2013-2014 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified as follows:
Portable facilities

- B. See section 3.D of the Resolution.

ORCUTT UNION SCHOOL DISTRICT

TEN-YEAR HISTORICAL DEVELOPER FEE REVENUE

December 10, 2014



ORCUTT UNION SCHOOL DISTRICT

ANNUAL AND FIVE-YEAR DEVELOPER FEE REPORT

December 10, 2014

FISCAL YEAR	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>
BEGINNING FUND BALANCE	2,646,260	2,837,339	2,643,430	2,833,629	2,855,223
REVENUE					
Interest Earned	32,363	24,160	19,303	9,517	11,767
Fees Collected	261,982	235,279	85,124	323,269	627,532
Land Purchase Repayment and Interest					
Prior Year Receivable					
Transfers from Lapsed LEA			\$ 104,427		
TOTAL REVENUE	\$ 294,345	\$ 259,439	431,318	332,786	639,299
EXPENDITURES					
New Classroom Furniture, Equipment, Supplies					
Master Planning	19,463	8,600	10,191	11,629	6,500
Purchase of Modulars, Site Work, Improvements					
Bradley Ranch Development					
Rice Ranch Development					
Land Purchase					
Administrative Costs/Legal Fees	4	-	-		
Capital Outlay	77,024	438,474	332,801	289,865	1,569
Indirect Cost	6,775	6,275	2,554	9,698	14,854
TOTAL EXPENDITURES	103,266	453,349	345,546	311,192	22,923
ENDING FUND BALANCE	2,837,339	2,643,430	2,729,202	2,855,223	3,471,599

Attachment I

Beginning Balance - July 1, 2013 \$ 2,855,223

Revenues:	Residential	Commercial	Industrial	Total
Residential Developers				
Commercial Developers	\$ 626,133	\$ 1,399		
Industrial Developers			\$ -	
Total Fees Collected	\$ 626,133	\$ 1,399	\$ -	\$ 627,532
Interest				<u>\$ 11,767</u>
Total Revenues				<u>\$ 639,299</u>

Expenditures:

District- Wide				
Transfer Administrative fees	\$ 14,854			
Developer Fee Study	\$ 6,500			
Olga Reed School				
Gym	\$ 569			
Library Electrical upgrade	\$ 1,000			
Total Expenditures				<u>\$ 22,923</u>
Ending Balance - June 30, 2014				<u>\$ 3,471,599</u>



BUSINESS SERVICES MEMORANDUM

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

FROM: LMO Marysia Ochej,
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 10, 2014

BOARD AGENDA ITEM: 2013/2014 Audit Report

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

Notes from the Independent Auditors' Report are as follows: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Orcutt Union School District, as of June 30, 2014, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

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

RECOMMENDATION: It is recommended that the Board of Trustees accept the audit report ending June 30, 2014.

FUNDING: N/A

**AGREEMENT TO PROVIDE CONTINUING DISCLOSURE
CONSULTING SERVICES**

THIS AGREEMENT, made this _____ day of _____, 2014, by and between ORCUTT UNION SCHOOL DISTRICT, (hereinafter called "District"), party of the first part, and PIPER JAFFRAY & CO., 2321 Rosecrans Avenue, Suite 3200, El Segundo, California, 90245 (hereinafter called "Piper Jaffray"), party of the second part:

WITNESSETH

WHEREAS, Securities and Exchange Commission Rule 15c2-12 ("SEC Rule 15c2-12") sets forth certain obligations of underwriters to review and distribute official statements prepared by municipal securities issuers and to obtain from municipal securities issuers agreements to provide continuing disclosure on a continuing basis pursuant to SEC Rule 15c2-12 while municipal securities are outstanding such that the municipal securities marketplace has continuing access to information about the issuer and its outstanding obligations and the security for such obligations; and

WHEREAS, pursuant to SEC Rule 15c2-12, annual reports and notices of certain events are to be provided to the Municipal Securities Rulemaking Board ("MSRB") through the Electronic Municipal Market Access ("EMMA") portal, located at emma.msrb.org; and

WHEREAS, all municipal securities issuers at the time of issuance of each series of municipal securities, in order to comply with SEC Rule 15c2-12, enter into a Continuing Disclosure Agreement ("Continuing Disclosure Agreement") to provide information about the issuer on a continuing basis; and

WHEREAS, the District in the past has issued municipal securities in the form of bonds, notes and other types of indebtedness and therefore has entered into Continuing Disclosure Agreements which require the District to comply with SEC Rule 15c2-12 by obligating the District to perform Continuing Disclosure Undertakings ("Continuing Disclosure Undertakings") and complete and disseminate the necessary annual reports and notices of certain events through EMMA on a timely basis to the marketplace; and

WHEREAS, to that end, the Board of Trustees desires to contract with a qualified firm experienced in the field to assist the District in its Continuing Disclosure Undertakings which are required under each of the Continuing Disclosure Agreements;

NOW, THEREFORE, it is mutually agreed as follows, to wit:

The District hereby employs Piper Jaffray and Piper Jaffray hereby accepts such employment from the District to perform the necessary Continuing Disclosure Consulting services upon the terms, subject to the conditions as hereinafter set forth:

Services to be Provided by Piper Jaffray to the District

1. From time to time, provide Continuing Disclosure Consulting services to assist the District file all annual reports and/or Material Event Notices required by any and all past or future Continuing Disclosure Undertakings.
2. Assist in the collection of all relevant data required under the District's current and/or future Continuing Disclosure Undertakings.
3. Provide training to District staff to ensure ongoing compliance with existing or new laws and regulations relating to SEC Rule 15c2-12.

Expenses

1. Piper Jaffray will provide all Continuing Disclosure Consulting services to the District at an annual charge of \$3,000.

Termination

1. The terms and conditions of this agreement shall remain binding and in effect until Piper Jaffray or the District terminates this contract without cause or penalty to either party by providing written notice at least 60 days prior to such termination.

* * * * *

IN WITNESS WHEREOF, said District, party of the first part, has caused these presents to be properly executed, and Piper Jaffray, party of the second part, has caused these presents be executed by one of its officers, as of the date hereinabove set forth.

By _____
PIPER JAFFRAY & CO.

By _____
ORCUTT UNION SCHOOL DISTRICT



BUSINESS SERVICES MEMORANDUM

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

FROM:  Marysia Ochej
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 10, 2014

BOARD AGENDA ITEM: 2014/15 Resolution No. 9 Delegation of Authority to District Staff

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

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

FUNDING: None

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

District: Orcutt Union School District

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

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

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


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

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

Marysia Ochej, Assistant Superintendent, Business Services
Authorized District Employee/Officer

Rebecca Holmes, Director, Fiscal Services
Authorized District Employee/Officer


Marysia Ochej
Authorized District Employee/Officer


Rebecca Holmes
Authorized District Employee/Officer

Passed and Adopted this 10th day of December, 2014 by the following vote:

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

Reference: Ed. Code § 35161

Board President/Secretary

Date



Educational Services

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

To: Dr. Deborah Blow, Superintendent

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

Board Meeting Date: December 10, 2014

Board Agenda Item: School Site Plans for Ralph Dunlap Elementary, Patterson Road Elementary, Pine Grove Elementary, Lakeview Junior High, and Orcutt Junior High Schools

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

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

Board Report

District 16 -- Orcutt Union

Fund 01 -- General Fund

As of 11/30/2014

	Beginning Bal/ WrkBudget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Encumbrances	Ending Bal/ Remaining Bal
9110 -- Cash in County Treasury	3,308,119.75	(1,239,129.96)	(310,456.46)	0.00	2,997,663.29
9130 -- Revolving Cash/Fiscal Agent	15,500.00	0.00	0.00	0.00	15,500.00
9200 -- Accounts Receivable	3,606,378.77	0.00	(3,606,378.77)	0.00	0.00
9310 -- Due from Other Funds	732,127.61	0.00	(685,305.01)	0.00	46,822.60
9320 -- Stores	13,927.06	0.00	10,067.52	0.00	23,994.58
9330 -- Prepaid Expenditures (Expenses)	27,960.17	0.00	(27,960.17)	0.00	0.00
Total Assets	7,704,013.36	(1,239,129.96)	(4,620,032.89)	0.00	3,083,980.47
9500 -- Accounts Payable (Current Liabilities)	1,130,196.89	2,751.58	(1,125,283.55)	0.00	4,913.34
9610 -- Due to Other Funds	1,072,524.71	0.00	(1,072,524.71)	0.00	0.00
9650 -- Deferred Revenue	8,025.49	0.00	(8,025.49)	0.00	0.00
Total Liabilities	2,210,747.09	2,751.58	(2,205,833.75)	0.00	4,913.34
Fund Balance (Beginning Balance/Actual)	5,493,266.27	0.00	0.00	0.00	3,079,067.13
9791 -- Net Beginning Balance	5,493,266.27	0.00	5,493,266.27	0.00	5,493,266.27
8010 -- Revenue Limit Sources	30,892,657.00	2,596,018.66	8,711,319.98	0.00	22,181,337.02
8100 -- Federal Revenue	1,315,815.76	3,330.32	77,685.08	0.00	1,238,130.68
8300 -- Other State Revenues	3,472,694.10	465,585.50	47,515.15	0.00	3,425,178.95
8600 -- Other Local Revenue	1,305,504.87	170,618.14	601,914.99	0.00	703,589.88
8910 -- Other Financing Sources	524,721.00	1,882.72	2,552.66	0.00	522,168.34
8980 -- Contributions	0.00	0.00	0.00	0.00	0.00
Total Revenues	37,511,392.73	3,237,435.34	9,440,987.86	0.00	28,070,404.87
1000 -- Certificated Personnel Salaries	18,872,311.82	2,248,906.61	5,901,158.59	0.00	12,971,153.23
2000 -- Classified Personnel Salaries	5,957,630.52	670,397.46	2,228,867.56	0.00	3,728,762.96
3000 -- Employee Benefits	7,302,950.89	779,868.54	2,242,634.05	0.00	5,060,316.84
4000 -- Books and Supplies	3,527,706.75	86,869.93	507,326.03	502,667.30	2,517,713.42
5000 -- Services and Other Operating Expenditures	3,131,243.87	213,043.03	330,369.68	1,282,916.61	1,517,957.58
6000 -- Capital Outlay	1,354,486.00	480,231.31	644,831.09	172,923.74	536,731.17
7000 -- Other Outgo & Transfers Out	791,435.46	0.00	0.00	0.00	791,435.46
Total Expenditures	40,937,765.31	4,479,316.88	11,855,187.00	1,958,507.65	27,124,070.66
Fund Balance (Budget/Actual)	2,066,893.69	0.00	3,079,067.13	0.00	0.00

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