

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, August 19, 2015
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 August 19, 2015 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. 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. Start of School
 - 3. EMC Research Presentation

- 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.

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, June 10, 2015
- E. Minutes, Special Meeting, June 2, 2015
- F. Minutes, Special Meeting, June 17, 2015
- G. Minutes, Special Meeting, August 7, 2015
- H. School-Connected Organization Authorization - Lakeview Jr. High
- I. 2015/2016 Resolution No. 3, OUSD May Grisham Early Learning Center
- J. Consolidated Application
- K. Quarterly Report on Williams/Valenzuela Uniform Complaints – April-June 2015

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

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Gifts

The Ralph Dunlap School Library received donations of two books (*Flora & Ulysses* and *Locomotive*) from Santa Maria Breakfast Rotary Club

Olga Reed School and Orcutt Academy K-8 received a donation of \$55.64 from Karen Gearhart-Jensen for the Los Alamos School Garden.

Staff recommends that the Board of Trustees accept these gifts and direct that a letter of acceptance and appreciation be forwarded to Santa Maria Breakfast Rotary Club and Karen Gearhart-Jensen.

Moved _____ Second _____ Vote _____

2. Approval of Orcutt Children's Arts Foundation (OCAF) Officers for 2015/2016

It is recommended that the Board of Trustees approve the OCAF slate of officers for 2015/2016 as follows: Tom Apkarian, President; Allison Smith, Vice President; Kathy Meissner, Treasurer. The office of Secretary is currently vacant with Scott Fina serving as Interim Secretary.

Moved _____ Second _____ Vote _____

3. Approval of Orcutt Children's Arts Foundation (OCAF) 2015/2016 Budget

It is recommended that the Board of Trustees approve the Orcutt Children's Arts Foundation 2015/2016 Budget, as submitted.

Moved _____ Second _____ Vote _____

B. BUSINESS

1. 2015/2016 Resolution No. 1 Delegation of Authority to District Staff

It is recommended that the Board of Trustees adopt 2015/2016 Resolution No. 1, Delegation of Authority to District Staff, as submitted.

Moved _____ Second _____ Vote _____

2. Board Policy 3312, Contracts

Staff recommends that the Board of Trustees adopt Board Policy 3312, Contracts for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

3. Discretionary Commercial Warrants Audit

Staff recommends that the Board of Trustees authorize staff to renew the Memorandum of Understanding for Discretionary Commercial Warrants Audit.

Moved _____ Second _____ Vote _____

3. Acceptance of Top Soil Donation

Staff recommends that the Board of Trustees accept the top soil donation from Orcutt United Soccer League (OUSL) and direct that a letter of acceptance and appreciation be forwarded to them.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Board Policy 0460, Local Control and Accountability Plan

Staff recommends that the Board of Trustees adopt Board Policy 0460, Local Control and Accountability Plan for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

2. Board Policy 5113.1, Chronic Absence and Truancy

Staff recommends that the Board of Trustees adopt Board Policy 5113.1, Chronic Absence and Truancy for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

3. Board Policy 5125, Student Records

Staff recommends that the Board of Trustees adopt Board Policy 5125, Student Records, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

4. Board Policy 5126, Awards for Achievement

Staff recommends that the Board of Trustees adopt Board Policy 5126, Awards for Achievement, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

5. Board Policy 6158, Independent Study

Staff recommends that the Board of Trustees adopt Board Policy 6158, Independent Study, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

6. Board Policy 6170.1, Transitional Kindergarten

Staff recommends that the Board of Trustees adopt Board Policy 6170.1, Transitional Kindergarten, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

7. Board Policy 6174, Education for English Language Learners

Staff recommends that the Board of Trustees adopt Board Policy 6174, Education for English Language Learners, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

8. Update to Local Education Agency Plan (LEA)

It is recommended that the Board of Trustees approve the revisions to the LEA Plan.

Moved _____ Second _____ Vote _____

D. HUMAN RESOURCES

Public Hearing

Initial Collective Bargaining Proposal with Orcutt Educators Association (OEA) for 2015/16

1. Accept 2015/2016 Initial Collective Bargaining Proposal from Orcutt Educators Association (OEA)

It is recommended that the Board of Trustees accept the initial proposal for negotiations for the 2015/2016 school year from the Orcutt Educators Association (OEA).

Moved _____ Second _____ Vote _____

2. Adopt Initial Collective Bargaining Proposal with Orcutt Educators Association (OEA) for the 2015/2016 School Year

It is recommended that the Board of Trustees adopt the District's Initial Proposal for negotiations with Orcutt Educators Association (OEA) for the 2015/2016 school year.

Moved _____ Second _____ Vote _____

Public Hearing

Initial Collective Bargaining Proposal with California School Employees' Association (CSEA) for 2015/16

3. Accept 2015/2016 Initial Collective Bargaining Proposal from California School Employees Association (CSEA) Orcutt Chapter #255

It is recommended that the Board of Trustees accept the initial proposal for negotiations for the 2015/2016 school year from California School Employees Association (CSEA) Orcutt Chapter #255.

Moved _____ Second _____ Vote _____

4. Adopt Initial Collective Bargaining Proposal with California School Employees Association (CSEA) Orcutt Chapter #255 for the 2015/2016 School Year.

It is recommended that the Board of Trustees adopt the District's Initial Proposal for negotiations with California School Employees Association (CESA) for the 2015/2016 school year.

Moved _____ Second _____ Vote _____

E. TECHNOLOGY

1. Mobile Learning Lab Equipment

Staff recommends that the Board of Trustees approve the purchase of mobile learning labs in support of the District's Strategic Plan goals and digital academies.

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Items from the Board

GENERAL ANNOUNCEMENTS


Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, September 9, 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

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
August 19, 2015

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

SITE	CLASSIFICATION	SALARY	EFFECTIVE	ACTION INFORMATION
Technology	Computer Tech I	\$2947/mo	07/21/15	Permanent/Probationary
Patterson Road	Child Nutrition Cashier	\$200/mo	09/01/15	Longevity – 25 years
Child Nutrition	Child Nutrition Worker		08/12/15	Resignation
Ralph Dunlap	Inst Assistant		07/30/15	Resignation
Child Nutrition	Child Nutrition Worker	\$11.39/hr	08/19/15	Substitute
District Office	Sr. Accounting Technician	\$21.13/hr		Temporary Summer Assignment
Pine Grove	Child Care Assistant	\$150/mo	09/01/15	Longevity – 15 years
Ralph Dunlap	Noon Duty Supervisor	\$11.70/hr	08/19/15	Permanent
Lakeview Jr. High	Inst Assistant I		08/07/15	Resignation
Pine Grove	Media Specialist		08/10/15	Voluntary reduction in hours
Pupil Services	Inst Assistant I	\$13.23/hr	08/17/15	Permanent/Probationary
Patterson Rd.	Inst Assistant I		08/10/15	Resignation
Patterson Road	Head Custodian	\$150/mo	08/01/15	Longevity – 15 years
Pupli Services	Inst Assistant I	\$13.23/hr	08/17/15	Permanent/Probationary
Child Nutrition	Child Nutrition Sr. Cook	\$175/mo	08/01/15	Longevity – 20 years
Patterson Rd.	Inst Assistant		08/05/15	Resignation
MOT	Grounds Maintenance Worker	\$150/mo	09/01/15	Longevity – 15 years

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 August 19, 2015

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

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
District	Hourly	5/1-6/2/15	Testing, 57 hrs
Lakeview	Extra Duty	5/4/15	Worked Prep, 1 hr
District	I-1	2015-16	Prob 1
District	Extra Duty	5/15-5/29/15	Home & Hospital, 11 hrs
Orcutt	III	7/1/2015	Vice Principal Longevity Cell Phone Reimbursement
Lakeview	Extra Duty	5/1/15 5/6-5/28/15	Worked Prep, 1 hr Homework Club, 3.5 hrs
Dunlap	Extra Duty	5/29/15	Collaboration Meeting, 6 hrs
District	Hourly	5/1-6/2/15	Testing, 39.5 hrs
Nightingale	Hourly	5/1-6/3/15 5/4-6/11/15	ELD, 13.5 hrs Home & Hospital, 57.5 hrs
District	Hourly	6/4/15	Testing, 5.5 hrs
Patterson	II-1	2015-16	Probationary
District	Hourly	6/3-6/4/15	Testing, 9 hrs
District	Hourly	5/1-5/22/15	Band, 21 hrs
District	Hourly	2014-15	Correction to Hourly Rate
	II-5	2015-16	Temporary, 100%
Pine Grove	III-1	2015-16	Temporary, 100%
Olga Reed	Hourly	5/4-6/10/15	Administrative Support, 86 hrs
Dunlap	Extra Duty	6/15-6/18/15	CPM Training, 24 hrs
District	Extra Duty	6/22-6/30/15	Summer Compass, 20 hrs
District	Hourly	4/1-6/8/15	In Service, 16 hrs

*To be prorated

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Lakeview	Extra Duty	5/19-5/27/15	Homework Club, 4 hrs
Dunlap	Daily	5/19/15	Sub Administrator, 1 day
Orcutt	Extra Duty	5/12-5/19/15	Detention, 2 hrs
District	Hourly	5/12-5/27/15	Worked Prep, 4 hrs
District	Hourly	5/1-6/5/15	Testing, 82.25 hrs
Lakeview	II	7/1/2015	Vice Principal Cell Phone Reimbursement
Orcutt	Extra Duty	5/12-5/27/15	Worked Prep, 4 hrs
Shaw	V-6	2015-16	Temporary, 50%
District	Hourly	5/26-6/3/15	Testing, 42 hrs
District	Daily	5/19/15	Sub Administrator, 1 day
Orcutt	Extra Duty	5/26-5/27/15	Worked Prep, 2 hrs
Orcutt	Extra Duty	5/4-6/9/15	Worked Prep, 4 hrs
Lakeview	Extra Duty	5/20-6/1/15	Worked Prep, 2 hr
District	Daily	5/18/15	Detention, 1 hr
District	Daily	5/19-6/11/15	Sub Administrator, 13 days
District	Hourly	5/4-5/22/15	Home & Hospital, 15 hrs
Patterson	V-19	2015-16	TOSA
District	V-12	2015-16	Additional .16 FTE
Patterson	III-6	2015-16	Temporary, 100%
Patterson	Hourly	5/4-6/4/15	Testing, 109 hrs
District	Hourly	5/1-6/3/15	Testing, 132 hrs
Orcutt	Extra Duty	5/26-5/27/15	Worked Prep, 2 hrs
Orcutt	Extra Duty	6/15-6/18/15	CPR Training, 24 hrs
District	IV-2	2015-16	Prob 1
Shaw	IV-1	2015-16	Temporary, 100%
District	Daily	5/26-6/29/15	Interim Asst. Supt, Business, 18.5 days
Pine Grove	Hourly	6/2-6/3/15	ELD, 4 hrs
District	IV-2	2015-16	Prob 1
Patterson	V-4	2015-16	Temporary, 100%
Pine Grove	V-2	2015-16	Temporary, 100%
Nightingale	Hourly	5/1/15	ELD, 2.5 hrs

*To be prorated

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Olga Reed	III-1	2015-16	Temporary, 100%
District	III-5	2015-16	Prob 1
Orcutt	Extra Duty	5/26-5/27/15	Worked Prep, 2 hrs
Shaw	Hourly	5/1-6/3/15	ELD, 15.75 hrs
Lakeview	Extra Duty	5/4/15	Worked Prep, 1 hr
Patterson District	V-8 Extra Duty	2015-16 5/20/15 5/19-6/8/15	Temporary, 100% Collaboration, 12 hrs Home & Hospital, 15 hrs
Dunlap	VI-7	2015-16	Resigned
District	Extra Duty	2015-16	TUPE
Lakeview	Extra Duty	5/20/15	Worked Prep, 1 hr
Dunlap	III-2	2015-16	Temporary, 100%
Orcutt	Extra Duty	5/27/15	Worked Prep, 1 hr
District	Extra Duty	6/24-6/25/15	Summer Compass, 8 hrs
Patterson	Hourly	5/1-6/3/15	ELD, 7 hrs
Nightingale	II-2	2015-16	Temporary, 100%
District	Extra Duty	4/27-6/12/15	Home & Hospital, 32 hrs
Lakeview	Daily	6/15-6/22/15	Interim Principal for end of school clean up and prep, 6 days
Pine Grove	III-1	2015-16	Temporary, 100%
Lakeview	III-6	2015-16	Prob 2
Orcutt	Extra Duty	5/18-5/27/15	Worked Prep, 2 hr
Shaw	III-1	2015-16	Temporary, 100%
District	Hourly	5/1-6/5/15	Testing, 127.50 hrs
Lakeview	V-10 Extra Duty	2015-16 5/1-6/1/15	Completed Units for Column Movement Worked Prep, 4 hr
Patterson	III-2	2015-16	Temporary, 100%
District	Hourly	5/1-5/8/15	Testing, 36 hrs
Patterson District	VI-9 Extra Duty	2015-16 4/27-6/8/15	Resignation Home & Hospital, 56 hrs
District	Hourly	5/18-6/1/15	Testing, 27.5 hrs
Olga Reed	IV-2	2015-16	Completed Units for Column Movement

*To be prorated

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Patterson	V-20	2015-16	Resignation
Nightingale	II-2	2015-16	Temporary, 100%
District	Hourly	5/4-6/5/15	Testing, 120 hrs
Lakeview	Extra Duty	5/1-5/29/15	Worked Prep, 4 hrs
Orcutt	Extra Duty	5/12-5/26/15	Worked Prep, 3 hrs
Patterson	II-1	2015-16	Temporary, 100%
Lakeview	Extra Duty	5/5-5/12/15	Homework Club, 2 hrs
		5/1-5/4/15	Worked Prep, 2 hr
		6/2/15	Worked Prep, 1 hr
Lakeview	Extra Duty	6/30/15	Summer Compass, 4 hrs
		2015-16	Athletic Director, 15 hrs
Lakeview	Extra Duty	5/13/15	Worked Prep, 1 hr
	VI-12	2015-16	Units for Column Movement
Lakeview	Extra Duty	6/2/15	Worked Prep, 1 hr
Shaw	II-1	2015-16	Temporary, 100%
Dunlap	IV-4	2015-16	Units for column movement
District	Hourly	5/8-5/28/15	Testing, 61 hrs
Orcutt	Extra Duty	5/5-6/2/15	Detention, 10 hrs
		5/14/15	Worked Prep, 1 hr
Orcutt	Extra Duty	5/12-5/18/15	Worked Prep, 2 hrs

*To be prorated

Warrants

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

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

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
June 10, 2015**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, June 10, 2015 beginning with Mr. Hatch calling Public Session to order at 6:45 p.m. The Pledge of Allegiance was led by Dr. Peterson. Members Present: Buchanan, Hatch, Peterson Phillips and Zilli. Absent: None. Administrators Present: Blow, Edds, and Interim CBO/Assistant Superintendent Robert Klempen. Absent: Nicholson.

SUPERINTENDENT'S REPORT

Staff, family and friends were present to recognize and speak on behalf of the following certificated retirees: Jan Brown, Dee Ann Clopton, Cynthia McDermott, Margie Fulton, Linda Kado, Carolyn Ostrin and Sue Pitts. Classified retirees included Paula Faes, Rich Jensen, April Meehan, Jeanette Schneider, Amy Verdin and Margarita Zahn. Retiring from Classified Management are Marysia Ochej and Jeanette Wesch.

The meeting was adjourned to a Retiree Recognition Reception at 7:30 pm.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:45 pm.

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt the June 10, 2015 agenda, as presented. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

SUPERINTENDENT'S REPORT (continued)

OCAF will be offering a CREATE Summer Camp from August 10-14, 2015. Volunteers from each elementary school will be trained in August on the new Arts Attach program. Work is underway for the upcoming OCAF Orcutt Chalk Festival September 26, 2015 in Old Town Orcutt.

Dr. Edds reported that the Local Control Accountability Plan (LCAP) will be brought to the Board for approval at a June 17th meeting.

Interim CBO, Bob Klempen presented the 2015/2016 Budget and reported that at a meeting on June 17, 2015 there will be a public hearing to hear input and the Board will be asked to adopt the 2015/2016 Budget.

PUBLIC COMMENT

Monique gave an OEA Update Parent, Mrs. Brewer expressed her opinion on district policy regarding students with learning disabilities.

PUBLIC HEARING

The Public Hearing on Local Control and Accountability Plan (LCAP) was opened by Mr. Hatch. Monique Segura commented on the unions feeling that the TK/Kindergarten teachers and student needs were not addressed in the LCAP Plan. Kara Miller commented on the need for funding for PE and music program. The Public Hearing was closed

The Public Hearing on the 2015/2016 Budget was opened. There being no comments the hearing was closed.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting May 13, 2015
- E. Surplus Items

Consent Agenda item B was pulled from the Consent Agenda. It was moved by Liz Phillips, seconded by Jim Peterson and carried to approve Consent Agenda items A, C, D, and E. as presented. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

It was moved by Jan Zilli, seconded by Liz Phillips and carried to approve Consent Agenda B, Certificated Personnel Action Report, as amended. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

ITEMS SCHEDULED FOR ACTION

Gifts

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to accept the gift and directed that a letter of acceptance and appreciation be forwarded to the California Women for Agriculture. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

Strategic Plan Targets 2015/2016

It was moved by Liz Phillips, seconded by Jan Zilli and carried to adopt the Orcutt Union School District Strategic Plan Targets for the 2015/2016 school year. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

2014/2015 Resolution No. 20, Education Protection Account (EPA) Requirements

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt 2014/2015 Resolution No. 20, Education Protection Account (EPA) 2015/2016, as presented. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

Memorandum of Understanding between EMC Research, Inc. and the Orcutt Union School District

It was moved by Liz Phillips, seconded by Jan Zilli and carried to approve the Memorandum of Understanding between EMC Research, Inc. and the Orcutt Union School District. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

Brandman University Early Childhood Education Fieldwork Site Agreement

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to approve Brandman University's Early Childhood Education Fieldwork Site Agreement with the Orcutt Union School District. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

Revision of Elementary Hourly Teacher Pay Rate

It was moved by Rob Buchanan, seconded by Liz Phillips and carried to approve the elementary hourly teacher rate of \$25 per hour effective July 1, 2015. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

Digital Media Academy and Technology Purchases

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the technology purchases to expand the Digital Media Academy and begin implementing table technology in the schools. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli

ITEMS FOR INFORMATION/DISCUSSION

The Board Financial Report was presented for information/discussion. Mr. Klempen said there was nothing unusual to report.

Dr. Peterson commented that he thought the EMI event was a huge success. Mr. Buchanan added that it could not have been the success it was without all the staff. The Board congratulated the 2015 graduates.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, August 12, 2015 beginning with Public Session at 6:45 p.m. in the Instructional Media Center, 500 Dyer Street, Building H, Orcutt, CA.

ADJOURN

It was moved by Liz Phillips, seconded by Jan Zilli and carried to adjourn the meeting to Closed Session at 8:35 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 8:55 p.m. Mr. Hatch reported that no action was taken in Closed Session

ADJOURN

The meeting was adjourned at 8:57 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Lizbeth Phillips, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL MEETING
June 2, 2015**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, June 2, 2015 beginning with Mr. Hatch calling Public Session to order at 12:30 p.m. Members Present: Buchanan, Hatch, Peterson, Zilli and Phillips. Also present Administrators Superintendent Deborah Blow, Lana Thomas and Eugene Rickman. Rob Buchanan led the Pledge of Allegiance. It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adopt the June 2, 2015 Agenda, as submitted. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

ADJOURN TO CLOSED SESSION

It was moved by Jim Peterson, seconded by Liz Phillips and carried to adjourn the meeting to Closed Session at 12:35 p.m. Ayes: Hatch, Peterson, Buchanan Phillips and Zilli.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 3:15 p.m.

Decision in Student Disciplinary Hearing 14/15-2R

It was moved by Jim Peterson, seconded by Jan Zilli and carried that the Board of Trustees expel Student 14/15 2R from all schools in the Orcutt Union School District until December 18, 2015. The Board suspended enforcement of the Expulsion Order. The pupil may finish the 2014-2015 school term completing work at home and continue enrollment at Lakeview Junior High School for the 2015-2016 school year. During the term of the Suspended Expulsion Order, the Pupil will be on probationary status under the conditions set forth in the Rehabilitation Plan. Ayes: 3 Noes: 2

Decision in Student Disciplinary Hearing 14/15-3R

It was moved by Jan Zilli, seconded by Jim Peterson and carried that the Board of Trustees expel Student 14/15 3R from all schools in the Orcutt Union School District until December 18, 2015. The Board suspended enforcement of the Expulsion Order. The pupil may finish the 2014-2015 school term completing work at home and continue enrollment at Lakeview Junior High School for the 2015-2016 school year. During the term of the Suspended Expulsion Order, the Pupil will be on probationary status under the conditions set forth in the Rehabilitation Plan. Ayes: 3 Noes: 2

Decision in Student Disciplinary Hearing 14/15-4R

It was moved by Jim Peterson, seconded by Jan Zilli and carried that the Board of Trustees expel Student 14/15 4R from all schools in the Orcutt Union School District until the end of the 2014-2015 second semester. The Board will allow the Pupil to complete 8th grade classwork to be turned in by the end of June 2015 along with all textbooks, to the Director of Pupil Services. Ayes: 5 Noes: 0

ADJOURN

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adjourn the meeting at 3:25 p.m.

Deborah Blow, Board Secretary

Lizabeth Phillips, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL MEETING
June 17, 2015**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, June 17, 2015 beginning with Mr. Hatch calling Public Session to order at 12:35 p.m. Members Present: Peterson, Hatch, Buchanan and Zilli. Absent: Phillips. Administrators Present: Blow, Edds, Nicholson and Interim CBO/Assistant Superintendent Robert Klempen. Absent: None. It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adjourn to Closed Session. Ayes: Hatch, Peterson, Buchanan and Zilli. Absent: Phillips.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 1:50 pm and Mr. Hatch reported that no action was taken in Closed Session

It was moved by Jan Zilli, seconded by Rob Buchanan and carried to adopt the June 17, 2015 agenda, as presented. Ayes: Hatch, Peterson, Buchanan and Zilli. Absent: Phillips.

SUPERINTENDENT'S REPORT

Interim CBO Bob Klempen presented the Board with a *Profile Summary of Facility Input* which was compiled from his input sessions with internal stakeholders.

PUBLIC COMMENT

OEA President, Monique Segura, presented the Orcutt Educators Association Initial Contract Proposal. OEA has chosen to open the following articles:

- Article IV – Grievance Procedure
- Article V – Transfers and Reassignment
- Article VIII – Class Size
- Article IX – Working Days and Hours
- Article X - Compensation

ITEMS SCHEDULED FOR ACTION

2015/2016 Budget

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt the 2015/2016 Budget, as presented. Ayes: Hatch, Peterson, Buchanan and Zilli. Absent: Phillips.

Local Control and Accountability Plan (LCAP)

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to approve the Local Control and Accountability Plan (LCAP), as presented. Ayes: Hatch, Peterson, Buchanan and Zilli. Absent: Phillips.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, August 12, 2015 with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA

ADJOURN

It was moved by Jan Zilli, seconded by Jim Peterson and carried to adjourn the meeting at 2:12 p.m.

Deborah L. Blow, Ed.D, Board Secretary

Lizabeth Phillips, Clerk, Board of Trustees

June 17, 2015

Page 1 of 1

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL MEETING
August 7, 2015**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, August 7, 2015 beginning with Mr. Hatch calling Public Session to order at 12:30 p.m. Members Present: Peterson, Hatch, Buchanan. Absent: Phillips and Zilli. Administrators Present: Blow and Nicholson. It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt the August 7, 2015 agenda as presented. Ayes: Hatch, Peterson and Buchanan. Absent: Phillips and Zilli.

CLOSED SESSION PUBLIC COMMENT

Joe Nightingale teacher, Donna Beal spoke on her own behalf. She expressed her concerns regarding her tentative reassignment from T-K to kindergarten for the 2015/2016 school year.

It was moved by Jim Peterson, seconded by Rob Buchanan and carried to adjourn to Closed Session at 12:37 p.m.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 12:55 p.m. and Mr. Hatch reported that the Board had reviewed the documentation regarding the grievance, as well as the collective bargaining agreement and determined that the contract was followed; grievance denied.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, August 19, 2015 with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA

ADJOURN

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adjourn the meeting at 1:00 p.m.

Deborah L. Blow, Ed.D, Board Secretary

Lizabeth Phillips, Clerk, Board of Trustees

Orcutt Union School District

SCHOOL-CONNECTED ORGANIZATION AUTHORIZATION FORM

Organization Name: Lakeview Jr. High School PTSA

Name of the School(s): Lakeview

As parents, guardians, and/or community members within the Orcutt Union School District, we hereby request:

- approval for formation as a school-connected organization
[X] annual renewal of authorization as a school-connected organization

Tax ID #956205028 is your organization a 501(c) (3) ?

Name of bank where the organization's account will be located

Please attach a copy of the bylaws under which the organization operates.

Purposes of the organization are (specifically, what program or student groups will be supported): to help support Lakeview school, teachers, and students.

Note: School-connected organizations are organized and operate independent of OUSD. Accordingly, OUSD is not responsible for and assumes no liability for the programs, fundraising or other activities of any school-connected organization.

We have read applicable OUSD Board policies and administrative regulations for forming and conducting this organization and agree to abide by them. Specifically, we agree:

- our fundraising activities shall not conflict with law, Board policies, administrative regulations, or any rules of the sponsoring school;
our organization will not discriminate in making grants to students on the basis of their families membership in or funding to the organization, or the family's fundraising or time put into organization sponsored activities;
to maintain a record of funds collected and expended; and
to grant the district the right to audit the organization's financial records when the activities of the organization appear to conflict with law, Board policy, administrative regulations or rules of the school.

If an audit is requested for a state chartered PTA, the district shall work with the State PTA.

Deedra Dutra x [Signature] 7-1-15
President's name-printed Signature Date

dmdutra16@gmail.com 863-8444
E-mail address-printed Telephone number

Michelle Daniels 7-1-15
2nd Vice president's name-printed Signature (not required) Date

danielsfamily805@gmail.com 345-6285
E-mail address -printed Telephone number

Patty Ortiz x [Signature] 7-1-15
Treasurer's name-printed Signature Date

portiz@orcutt-schools.net 878-9825
E-mail address-printed Telephone number

NONE
Coach or lead teacher name (if applicable)-printed Signature Date

NONE
E-mail address-printed Telephone number

I support this request for authorization x [Signature] 8/6/15
Principal's signature Date

Date Approved by the Board of Education

Orcutt Union School District

Orcutt, California, County of Santa Barbara

2015/2016 Resolution No. 3
For the 2015/2016 School Year

RESOLUTION for ORCUTT UNION ELEMENTARY SCHOOL DISTRICT EARLY LEARNING CENTER

WHEREAS, the Orcutt Union School District has received funding from the State Department of Education to provide state preschool program services beginning January, 2001; and

WHEREAS, the state preschool program will be called May Grisham Early Learning Center; and

WHEREAS, in order to provide services at the preschool, an application for a Child Care Center License must be obtained through the State of California Community Care Licensing Division; and

WHEREAS, a representative must be designated to represent the Orcutt Union School District on all matters regarding obtaining and maintaining the license for the school;

THEREFORE BE IT RESOLVED, that Dr. Holly Edds be designated to act as the Orcutt Union School District representative on all matters regarding obtaining and maintaining the license for the Orcutt Union Elementary School District Early Learning Center; and

THEREFORE BE IT FURTHER RESOLVED, Dr. Holly Edds be approved as the authorized person at the facility to represent the facility and to accept reports of licensing visits, consultations, accusations and documents of civil and administrative process and to sign these transactions for the Governing Board. In her absence, we authorize her to delegate these responsibilities to the site supervisor, Shelley Robertson, when necessary.

PASSED AND ADOPTED THIS 19th day of August, 2015 at a regular meeting, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Attest:

Superintendent Date
Deborah Blow Ed.D.

Clerk / Board of Trustees Date
Lizabeth Phillips

2015-16 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	08/12/2015
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District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Rocio Amador
DELAC review date	05/07/2015
Meeting minutes web address	http://www.orcutt-schools.net/Default.asp?PN=MeetingSchedule&L=3&DivisionID=6489&DepartmentID=6624&SubDepartmentID=2772&LMID=268700&ToggleSideNav=
Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment	
If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Economic Impact Aid EC 54000 SACS 7090, 7091 With continued participation in the Economic Impact Aid program the LEA is agreeing to comply with the assurance posted at http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp .	Yes
Title I Part A (Basic Grant) ESEA Sec. 1111et seq. SACS 3010	Yes
Title I Part D (Delinquent)	No

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2015-16 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

ESEA Sec. 1401 SACS 3025	
Title II Part A (Teacher Quality) ESEA Sec. 2101 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	No
Title III Part A LEP ESEA Sec. 3102 SACS 4203	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Quarterly Report
 on
Williams/Valenzuela Uniform Complaints
 [Education Code § 35186]
2015

District: Orcutt Union School District

Name of person completing this form: Alice Salazar

Title of person completing this form: Administrative Assistant

Please provide the date when this information will be reported publicly at the district governing board meeting:

August 12, 2015

Quarterly report submission date (check one):

April (Jan.—March)
 July (April—June)
 October (July—Sept.)
 January (Oct.—Dec.)

General Subject Area	Total no. of complaints	No. of complaints resolved	No. of complaints unresolved
Textbooks and instructional materials	0		
Teacher vacancy or misassignment	0		
Facilities conditions	0		
<i>Valenzuela/CAHSEE</i> intensive instruction and services	0		
TOTALS	0	0	0

Signature of district superintendent

Date



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Ralph Dunlap Elementary School Date: 8/5/15

DONOR: Name: The Rotary Club of Santa Maria Breakfast
Address: P.O. Box 1518 Santa Maria CA 93454
Phone No. _____

GIFT: Item Donated Library Book(Flora & Ulysses) or Cash Donation \$ _____
(Fill in if money is donated)

Designated for: Library

General Description: Book

Model No.: _____ Condition: New Used

Value (estimated): _____

Purpose of Gift: Rotary Club recipient of the week

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): *Carol J. Sutton*

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 Elementary School

Date: 8/07/2015

DONOR: Name: The Rotary Club of Santa Maria Breakfast

Address: P.O. Box 1518 Santa Maria CA 934556

Phone No. _____

GIFT: Item Donated Library Book or Cash Donation \$ _____
(Fill in if money is donated)

Designated for: Ralph Dunlap Library

General Description: Book- Locomotive- by Brian Floca

Model No.: _____ Condition: New Used

Value (estimated): _____

Purpose of Gift: Recipient of The Rotary Club of Santa Maria Breakfast

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.)

August 11, 2015

To: Dr. Deborah Blow, Superintendent,
and Board of Trustees
From: Joe Dana, Principal, Olga Reed School and
Orcutt Academy K-8 Campus
Re: A Generous Donation



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

On behalf of the students, families, and staff of Olga Reed School and the Orcutt Academy's K-8 campus, I respectfully ask that you accept and acknowledge a generous donation to our school garden from Los Alamos community member Karen Gearhart-Jensen. Karen, a local artist, created numerous tote bags decorated with leaf prints. She then sold the tote bags with the proviso that she would donate 5 percent of her profit to the Los Alamos School Garden. Happily, Karen sold several tote bags, and she was able to donate \$55.64 to our garden fund. This amount will be put to good use by our garden educator, Diane Brand.

Communication to Karen can be directed as follows:

Karen Gearhart-Jensen
P.O. Box 436
Los Alamos, CA 93440

Thank you.

**ORCUTT CHILDREN'S ARTS FOUNDATION
BOARD OF DIRECTORS, REGULAR MEETING
June 15, 2015 - Minutes**

CALL TO ORDER

The meeting was called to order at 6:05 p.m. by President Tom Apkarian. Board members present included: Tom Apkarian, Debbie Blow, Kathy Boysen, Rick Corbo, Gerry Corona, Amy Curti, Scott Fina, Kate McInerney, Kathy Meissner, Allison Smith, and Trish Waterbury. OCAF Executive Director Hannah Rubalcava was also present. Jeremy Rich also attended the meeting and participated as an invited guest with an interest in joining the board.

WRITTEN COMMUNICATION

No written communication was presented or addressed.

ITEMS SCHEDULED FOR ACTION

A motion to accept the minutes of the May 18, 2015 OCAF Board meeting was made by Amy Curti and seconded by Gerry Corona. The minutes were approved by the Board without corrections.

A motion to approve the outreach packet to go into student home folders for the membership drive in fall of 2015, as submitted by the Outreach Committee, was made by Rick Corbo and seconded by Scott Fina. The Board approved the motion.

A motion to approve the slate of OCAF board officers for 2015 – 2016, including Tom Apkarian as President, Allison Smith as Vice-President, and Kathy Meissner as Treasurer, was made by Debbie Blow and seconded by Kate McInerney. The Board approved the motion and re-elected all three officers. No Board director offered to run for election as Secretary. Scott Fina agreed to continue to serve as interim-acting Secretary until another Board director offers to serve in the position and is elected.

FINANCE COMMITTEE – TREASURER'S REPORT

Kathy Meissner presented the OCAF Balance Sheet as of May 31, 2015, and the Profit and Loss Statement for July through May 2015 (see attachments to the Minutes).

Scott Fina noted inconsistencies in the Profit and Loss Statement for July through April 2015 and current statement for July through May 2015. These included decreases in certain income and expense categories from the earlier to the later statement. Hannah Rubalcava explained that the income and expense categories are being adjusted and refined to be more informative. This process should be completed in time for the next fiscal year. Hannah will present and explain the new income and expense categories to the Board when the adjustments are completed.

Tom Apkarian advised the Board that the Finance Committee is still formulating the 2015-2016 budget, which will include separate line items for each committee. The Finance Committee will send out the proposed committee budget items to the committee chairs. The Finance Committee meet again within the month, finalize the master budget, and send it out to Board members by email. The 2015-2016 budget will be included as an action item at the July 2015 OCAF Board meeting.

A motion to approve the Treasurer's Report was made by Allison Smith and seconded by Amy Curti. The report was approved by the Board as submitted.

Orcutt Children's Arts Foundation Budget Worksheet

	Actual	Budget	Actual	Budget	Actual	Budget
	Gala		Membership		Operations	
Income						
43300 · Direct Public Grants						
43310 · Corporate and Business Grants						
43320 · Discounts - Long-term Grants						
43330 · Foundation and Trust Grants					8,300.00	
43340 · Nonprofit Organization Grants						
Total 43300 · Direct Public Grants	0.00		0.00		8,300.00	
43400 · Direct Public Support						
43410 · Corporate Contributions						
43440 · Gifts in Kind - Goods						
43450 · Individ, Business Contributions			14,252.00	15,000.00		
43460 · Legacies and Bequests						
43470 · Cash Donation						
Total 43400 · Direct Public Support	0.00		14,252.00	15,000.00	0.00	
45000 · Investments						
45030 · Interest-Savings, Short-term CD					313.00	400.00
45000 · Investments - Other					1,270.00	1,300.00
Total 45000 · Investments	0.00		0.00		1,583.00	1,700.00
47200 · Program Income						
47240 · Arts Academy						
Total 47200 · Program Income	0.00		0.00		0.00	
49000 · Special Events Income						
49010 · Special Events Contributions	54,231.00	59,654.10				
49020 · Special Events Sales (Nongift)	0.00	0.00				
Total 49000 · Special Events Income	54,231.00	59,654.10	0.00		0.00	
Total Income	54,231.00	59,654.10	14,252.00	15,000.00	9,883.00	1,700.00

Orcutt Children's Arts Foundation Budget Worksheet

Expense		Gala		Membership		Operations		
60300 · Awards and Grants								
	60320 · Cash Awards and Grants							
	60330 · Teacher Mini-Grants							
	60340 · School-Wide Grants							
60900 · Business Expenses								
	60920 · Business Registration Fees					262.00	500.00	
	60940 · Taxes - Not UBIT					60.00	60.00	
	60960 · Bank Service Fees					1,012.00	500.00	
	60970 · Insurance					500.00	500.00	
	Credit Card Processing Fees					3,313.00	3,500.00	
Total 60900 · Business Expenses			0.00		0.00		1,834.00	5,060.00
62100 · Contract Services								
	62150 · Outside Contract Services	6,418.29	6,610.84			7,748.71		
	62150 · Independent Contractors							
	62150 · LiveScan/TB Test							
Total 62100 · Contract Services		6,418.29	6,610.84		0.00		7,748.71	
65000 · Operations								
	65010 · Books, Subscriptions, Reference							
	65020 · Postage, Mailing Service	1,118.00	1,151.54			59.00	50.00	
	65030 · Printing and Copying	1,583.00	1,630.49	769.00	1,500.00	26.00	50.00	
	65040 · Supplies	2,261.00	2,328.83	575.00	1,000.00	355.00	400.00	
	Computer					0.00	1,000.00	
	65050 · Telephone, Telecommunications							
	65060 · WebPage					63.00	100.00	
Total 65000 · Operations		4,962.00	5,110.86	1,344.00	2,500.00	503.00	1,600.00	
65100 · Other Types of Expenses								
	65110 · Advertising Expenses							
	65120 · Insurance - Liability, D and O					500.00	500.00	
	65150 · Memberships and Dues	1,957.00	2,015.71			23.00	500.00	

Orcutt Children's Arts Foundation Budget Worksheet

	Gala		Membership		Operations	
65160 · Other Costs						
65170 · Staff Development					150.00	200.00
Total 65100 · Other Types of Expenses	1,957.00	2,015.71	0.00		673.00	1,200.00
Expense (Cont.)						
66000 · Payroll Expenses						
66100 · Wages					33,600.00	33,600.00
66200 · Payroll Tax Expense					3,917.00	3,917.00
66300 · Payroll Fees					674.00	700.00
Total 66000 · Payroll Expenses	0.00		0.00		38,191.00	38,217.00
66900 · Reconciliation Discrepancies						
68300 · Travel and Meetings						
68310 · Conference, Convention, Meeting						
Total 68300 · Travel and Meetings	0.00		0.00		0.00	
Total Expense	13,337.29	13,737.41	1,344.00	2,500.00	48,949.71	46,077.00
Net Income	40,893.71	45,916.69	12,908.00	12,500.00	(39,066.71)	(44,377.00)

Orcutt Children's Arts Foundation Budget Worksheet

	Actual	Budget	Actual	Budget	Actual	Budget
	Arts Academy		School Programs		Chalk	
Income						
43300 · Direct Public Grants						
43310 · Corporate and Business Grants						
43320 · Discounts - Long-term Grants						
43330 · Foundation and Trust Grants			39,500.00	12,000.00		
43340 · Nonprofit Organization Grants						
Total 43300 · Direct Public Grants	0.00		39,500.00	12,000.00	0.00	
43400 · Direct Public Support						
43410 · Corporate Contributions						
43440 · Gifts in Kind - Goods						
43450 · Individ, Business Contributions						
43460 · Legacies and Bequests						
43470 · Cash Donation						
Total 43400 · Direct Public Support	0.00		0.00	0.00	0.00	
45000 · Investments						
45030 · Interest-Savings, Short-term CD						
45000 · Investments - Other						
Total 45000 · Investments	0.00		0.00	0.00	0.00	
47200 · Program Income						
47240 · Arts Academy	16,470.00	20,000.00				
Total 47200 · Program Income	16,470.00	20,000.00	0.00	0.00	0.00	
49000 · Special Events Income						
49010 · Special Events Contributions					7,647.00	14,600.00
49020 · Special Events Sales (Nongift)						
Total 49000 · Special Events Income	0.00		0.00	0.00	7,647.00	14,600.00
Total Income	16,470.00	20,000.00	39,500.00	12,000.00	7,647.00	14,600.00

Orcutt Children's Arts Foundation Budget Worksheet

Expense	Arts Academy		School Programs		Chalk	
60300 · Awards and Grants			37,219.00	8,000.00		
60320 · Cash Awards and Grants						
60330 · Teacher Mini-Grants						
60340 · School-Wide Grants						
60900 · Business Expenses						
60920 · Business Registration Fees					200.00	200.00
60940 · Taxes - Not UBIT						900.00
60960 · Bank Service Fees						
60970 · Insurance					324.00	0.00
Credit Card Processing Fees						
Total 60900 · Business Expenses		0.00	37,219.00	8,000.00	524.00	1,100.00
62100 · Contract Services						
62150 · Outside Contract Services	7,436.00	8,000.00	28,920.00	0.00	324.00	604.00
62150 · Independent Contractors						
62150 · LiveScan/TB Test	250.00	300.00				
Total 62100 · Contract Services	7,686.00	8,300.00	28,920.00		324.00	604.00
65000 · Operations						
65010 · Books, Subscriptions, Reference						
65020 · Postage, Mailing Service						
65030 · Printing and Copying	131.00	200.00			1,182.00	1,800.00
65040 · Supplies	1,336.00	2,000.00	19,872.00	15,000.00	2,572.00	2,454.00
Computer						
65050 · Telephone, Telecommunications						
65060 · WebPage						
Total 65000 · Operations	1,467.00	2,200.00	19,872.00	15,000.00	3,754.00	4,254.00
65100 · Other Types of Expenses						
65110 · Advertising Expenses					639.00	2,800.00
65120 · Insurance - Liability, D and O						
65150 · Memberships and Dues						

Orcutt Children's Arts Foundation Budget Worksheet

	Arts Academy		School Programs		Chalk		
65160 · Other Costs							
65170 · Staff Development							
Total 65100 · Other Types of Expenses	0.00		0.00		639.00	2,800.00	
Expense (Cont.)							
66000 · Payroll Expenses							
66100 · Wages							
66200 · Payroll Tax Expense							
66300 · Payroll Fees							
Total 66000 · Payroll Expenses	0.00		0.00		0.00		
66900 · Reconciliation Discrepancies							
68300 · Travel and Meetings							
68310 · Conference, Convention, Meeting							
Total 68300 · Travel and Meetings	0.00		0.00		0.00		
Total Expense	9,153.00	10,500.00	86,011.00	23,000.00	5,241.00	8,758.00	
Net Income	7,317.00	9,500.00	(46,511.00)	(11,000.00)	2,406.00	5,842.00	18,381.69



BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees
Debbie Blow, Superintendent

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: 2015/16 Resolution No. 1 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



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policies - 3312, Contracts

BACKGROUND: In our continued effort to be current with district board policies, attached is board policy 3312 for first reading. This policy has been reviewed by the School Boards Association legal counsel to comply with current requirements. This will bring us up-to-date with current practices and legalese. **(Marysia had this in every board policy, so let me know if you want to revise this action item)**

Board Policy	Policy
3312	Contracts

RECOMMENDATION: Staff recommends that the Board of Trustees approve Board Policy 3312 as presented for first reading.

FUNDING: N/A

Business and Noninstructional Operations

CONTRACTS

~~Whenever state law invests the Board of Trustees with the power to enter into contracts on behalf of the district, the Board may, by a majority vote, delegate this power to the Superintendent or designee. To be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Board. (Education Code 17604)~~

~~(cf. 3300—Expenditures and Purchases)
(cf. 3314—Payment for Goods and Services)
(cf. 3400—Management of District Assets/Accounts)~~

The Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

(cf. 2121- Superintendent's Contract)
(cf. 4312.1 - Contracts)
(cf. 9124 - Attorney)

The Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board.

(cf. 3300 - Expenditures and Purchases)
(cf. 3314 - Payment for Goods and Services)

~~All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.~~

~~(cf. 2121—Superintendent's Contract)
(cf. 4312.1—Contracts)
(cf. 9124—Attorney)~~

~~When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement. (Government Code 12990)~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

~~The district shall not enter into a contract that prohibits a school employee from disparaging the goods or services of the contracting party. (Education Code 35182.5)~~

~~Contracts for Non-Nutritious Foods or Beverages~~

~~Effective July 1, 2007, the district or a district school shall not enter into or renew a contract for the sale of foods that do not meet the nutritional standards specified in Education Code 49431 or 49431.2 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises. (Education Code 49431, 49431.2)~~

~~(cf. 3554 - Other Food Sales)~~

~~In accordance with the dates specified in law, the district or a district school shall not enter into or renew a contract for the sale of beverages that do not meet the nutritional standards in Education Code 49431.5 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises.~~

~~Before the district enters into or a district school enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)~~

~~The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. Such internal controls may include but not be limited to the following:~~

- ~~1. Control Procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.~~

~~(cf. 3100 - Budget)~~

~~(cf. 3400 - Management of District Assets/Accounts)~~

~~(cf. 3460 - Financial Reports and Accountability)~~

- ~~2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.~~

~~In addition, the contract may specify whether contractor logos are permitted on district facilities, including but not limited to scoreboards and other equipment. If such logos are permitted, the contractor shall present the equipment to the Board as a gift. The gift may~~

~~be accepted by the Board in accordance with Board policy and administrative regulation.~~

~~(cf. 3290 – Gifts, Grants and Bequest)~~

~~The contract shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)~~

To ensure that funds raised by the contract benefit district schools and students:

1. The Superintendent or designee may invite parents/guardians, students, staff, and interested community members to make recommendations regarding the contract, including recommendations as to how the funds will be spent in a manner that benefits public education.

(cf. 1220 - Citizen Advisory Committees)

2. Prior to ratifying the contract, the Board shall designate the specific programs and activities that will be funded by the proceeds of the contract and consider how the contract reflects the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

3. The contract shall specify that the contractor report, on a quarterly basis, to the Superintendent or designee the number of food items or beverages sold within the district and the amount of money raised by the sales. The Superintendent or designee shall report these amounts to the Board on a regular basis.

(cf. 3311 - Bids)

The Board shall not enter into or renew a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food until parents/guardians, students, and members of the public have had an opportunity to comment on the contract at a public hearing held during a regularly scheduled board meeting or as otherwise authorized by Education Code 35182.5. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5)

(cf. 9322 - Agendas/Meeting Materials)

(cf. 9323 - Meeting Conduct)

The public hearing shall include but not be limited to a discussion of the nutritional value of food and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the food and beverages discussed; and barriers to

student participation in school breakfast and lunch programs. (Education 35182.5)

(cf. 5030 - Student Wellness)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

(cf. 1340 - Access to District Records)

Contracts for Electronic Products or Services

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.

(cf. 9320 - Meetings and Notices)

2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.

(cf. 0440 - District Technology Plan)

3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.

(cf. 1325 - Advertising and Promotion)

4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.

(cf. 5145.6 - Parental Notifications)

5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. Any request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

Contracts for Digital Storage and Maintenance of Student Records

The district may enter into or renew a contract with a third party for the purpose of providing services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or to provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records. For these purposes, student records include any information maintained by the district that is directly related to a student and any information acquired directly from the student through the use of instructional software or applications assigned to the student

by a teacher or other district employee, and do not include de-identified information. (Education Code 49073.1)

(cf. 5125 - Student Records)

Any such contract shall contain all of the following: (Education Code 49073.1)

1. A statement that student records continue to be the property of and under the control of the district
2. If applicable, a description of the means by which students may retain possession and control of their own student-generated content, as defined in Education Code 49073.1, including options by which a student may transfer student-generated content to a personal account
3. A prohibition against the third party using any information in the student record for any purpose other than those required or specifically permitted by the contract
4. A description of the procedures by which a parent/guardian or a student age 18 years or older may review personally identifiable information in the student's records and correct erroneous information
5. A description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of student records
6. A description of the procedures for notifying the affected parent/guardian, or the affected student if age 18 years or older, in the event of an unauthorized disclosure of the student's records
7. A certification that a student's records shall not be retained or available to the third party upon completion of the terms of the contract and a description of how that certification will be enforced, except that these requirements shall not apply to student-generated content if the student chooses to establish or maintain an account with the third party for the purpose of storing that content
8. A description of how the district and the third party will jointly ensure compliance with the federal Family Educational Rights and Privacy Act, 20 USC 1232g
9. A prohibition against the third party using personally identifiable information in student records to engage in targeted advertising

Contracts for Personal Services

In order to achieve cost savings, the district may enter into or renew a contract for any personal service that is currently or customarily performed by classified employees, if the contract does not displace school district employees and meets other conditions specified in Education Code 45103.1. To enter into or renew such a contract, the Board shall ensure that the district meets the numerous conditions specified in Education Code 45103.1.

(cf. 4200 - Classified Personnel)

In addition, the district may enter into or renew any contract for personal service without meeting the conditions described above, if any of the following conditions exists: (Education Code 45103.1)

1. The contract is for new district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.
2. The services contracted are not available within the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.
3. The services are incidental to a contract for the purchase or lease of real or personal property, including, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.
4. The district's policy, administrative, or legal goals and purposes cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary district hiring process.
5. The nature of the work is such that the criteria for emergency appointments, as defined in Education Code 45103.1, apply.
6. The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the district in the location where the services are to be performed.
7. The services are of such an urgent, temporary, or occasional nature that the delay that would result from using the district's regular or ordinary hiring process would frustrate their very purpose.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17595-17606 Contracts

35182.5 Contract prohibitions

45103.1 Personal services contracts

45103.5 Contracts for management consulting service related to food service

49431-49431.5 Nutritional standards

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs

53260 Contract provision re maximum cash settlement

53262 Ratification of contracts with administrative officers

LABOR CODE

1775 Penalties for violations

1810-1813 Working hours

PUBLIC CONTRACT CODE

4100-4114 Subletting and subcontracting fair practices

7104 Contracts for excavations; discovery of hazardous waste

7106 Noncollusion affidavit

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20104.50 Construction Progress Payments

22300 Performance retentions
CODE OF REGULATIONS, TITLE 5
15500 Food sales by student organizations
15501 Sales in high schools and junior high schools
15575-15578 Food and beverage requirements outside of the federal school meal programs
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act
1681-1688 Title IX, discrimination
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program

Management Resources:

CSBA PUBLICATIONS

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

Policy Adopted: 2/15/07

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Discretionary Commercial Warrants Audit

BACKGROUND: The Santa Barbara County Education Office concluded that a continued emphasis on auditing 100% of commercial warrants of the larger districts is inefficient and does not take into consideration the concepts of risk assessment and cost/benefit. With a discretionary audit, significantly more time is available to audit the transactions with the highest risk.

The Santa Barbara County Education Office implemented a discretionary audit of commercial warrants for select school and community college districts, as allowed by Education Code Section 42636. On implementing discretionary audits, they audit:

- Travel claims; credit card warrants; revolving cash warrants; warrants to independent contractors; warrants related to public contracts; other warrants greater than or equal to \$5,000, excluding utilities payments; and a random sample of 5% of the remaining warrants.

The County will continue to track errors and, if errors increase in number and severity, may revoke our district's eligibility to participate. They require us to complete the *Annual/Internal Control Questionnaire* and, if there are significant changes, may revoke our eligibility to participate. They also review the annual audit report by the external auditors for internal controls findings.

RECOMMENDATION: Staff recommends that the Board of Trustees authorize staff to renew the Memorandum of Understanding for Discretionary Commercial Warrants Audit.

FUNDING: None



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Acceptance of Top Soil Donation

BACKGROUND: Orcutt United Soccer League (OUSL) has made numerous donations to our district by providing services and/or materials to improve the quality of our playing fields. This is another donation by OUSL for the benefit of our kids.

The specific donation is the application of 130 yards of high grade soil and compost mix onto the Orcutt Academy/Orcutt Junior High School playing fields at a value of \$4,070. This work was performed on July 24, 2015 by Gaspar Soil Builders (GSB). GSB is a qualified, experienced and licensed contractor in this specialty area. The expected results will provide a more level and safer playing surface, as well as, promote growth of existing grass.

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Top Soil Donation as presented.

FUNDING: N/A



ORCUTT UNITED SOCCER LEAGUE

**League President; David Beas - orcuttunitedsoccer@ousl.org - 805 310 1774
OUSL - P.O. Box 2091 Orcutt, CA 93457**

To OUSD,

Orcutt United Soccer League would like to donate services to place 130 yards of Hi - grade (agricultural crops use) soil & compost mix on the OA/OJHS playing fields. Gaspar Soil Builders is the experienced contractor for this application. GSB is working with OUSL and' OUSD to provide a level and' safe playing surface for our youth. A soil analysis to inform composition of the soil is provided. A truck mounted soil hopper with spreaders will be utilized to overlay the soil evenly. This application will also promote growth of all established grass.

GBS is currently a registered contractor with the Calif. Dept. Of Industrial Relations. In addition we have provided a copy of GBS Public Works Registration Affidavit. The total cost of this project is \$ 4070.00. All cost is paid for by OUSL. No cost to OUSD. We would like to be continual partner in providing a safe and' healthy environment in which our community youths find growth and' achievement in sport activities.

Looking forward to be of assistance,

Shawn Ryan- OUSL Field Operations

Contractor: Gaspar Soil Builders
President: Tony Gaspar
Bus. Address: 2940 West Betteravia Rd.
Santa Maria, CA 93454

Bus. E-mail: mothergaspar@gmail.com



Educational Services

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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 0460

LOCAL CONTROL AND ACCOUNTABILITY PLAN

BACKGROUND: Policy updated to reflect new Title 5 Regulations (Register 2015, No. 2) which (1) present a template for the local control and accountability plan (LCAP), (2) define and give examples of the means by which districts may consult with students which developing the LCAP, (3) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions, if any, of districtwide or schoolwide services provided with local control funding formula (LCFF) supplemental or concentration funds.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 0460.

FUNDING: No funding implications.

Students

LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Board of Trustees desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions ~~aligned with state and local priorities~~ and to facilitate continuous improvement of district practices.

(cf. 0000 - Mission)

(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided ~~by the State Board of Education in 5 CCR 15497.5, which that~~ addresses the state priorities ~~specified~~ in Education Code 52060 **and any local priorities adopted by the Board**. The LCAP ~~shall be effective for three years and shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years.~~ (Education Code 52060)

~~In addition, the LCAP shall address any local priorities adopted by the Board.~~

(cf. 3100 – Budget)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

The LCAP shall also be aligned with other district and school plans in order to minimize duplication of effort and provide clear direction for program implementation, ~~the LCAP and other district and school plans shall be aligned to the extent possible.~~

(cf. 0400 - Comprehensive Plans)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)
(cf. 6171 - Title I Programs)
(cf. 7110 - Facilities Master Plan)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

(cf. 1220 - Citizen Advisory Committees)
(cf. 4140/4240/4340 - Bargaining Units)
(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish ~~the following committee(s) to review and comment on the LCAP:~~ (Education Code 52063)

1.——A parent advisory committee ~~to review and comment on the LCAP. The committee shall be comprised of a majority of parents/guardians and shall include~~ at least one parent/guardian of unduplicated students as defined above. (Education Code 52063, 5 CCR 15495)

2.——~~An English learner parent advisory committee~~ Whenever district enrollment includes at least 15 percent English learners and at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee comprised of a majority of parents/guardians of English Learners. (Education Code 52063, 5 CCR 15495)

The Superintendent or designee shall present the LCAP ~~or the annual update~~ to the committee(s) before it is submitted to the Board for adoption, and shall respond in

writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update to the LCAP~~. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

(cf. 5145.6 – Parental Notifications)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update~~. The public hearing shall be held at the same meeting as the ~~public hearing required prior to the adoption of the district budget~~ **hearing in accordance with required pursuant to** Education Code ~~42127 and AR 3100~~ **Budget 52062 and the revisions are adopted in a public meeting**. (Education Code ~~42127, 52062~~)

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

Adoption of the Plan

~~Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update.~~ **The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting.** This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP ~~or the annual update to the LCAP~~, the Board shall file the LCAP ~~or the annual update~~ with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP or the annual update, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board

shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

305-306 English language education

- 17002 State School Building Lease-Purchase Law, including definition of good repair
 - 41020 Audits
 - 42127 Public hearing on budget adoption
 - 42238.01-42238.07 Local control funding formula
 - 44258.9 County superintendent review of teacher assignment
 - 48985 Parental notices in languages other than English
 - 51210 Course of study for grades 1-6
 - 51220 Course of study for grades 7-12
 - 52052 Academic Performance Index; numerically significant student subgroups
 - 52060-52077 Local control and accountability plan
 - 52302 Regional occupational centers and programs
 - 52372.5 Linked learning pilot program
 - 54692 Partnership academies
 - 60119 Sufficiency of textbooks and instructional materials; hearing and resolution
 - 60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission
 - 60811.3 Assessment of language development
 - 64001 Single plan for student achievement
 - 99300-99301 Early Assessment Program
- CODE OF REGULATIONS, TITLE 5**
- 15494-15497.5 Local control and accountability plan and spending requirements**
- UNITED STATES CODE, TITLE 20
- 6312 Local educational agency plan
 - 6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

- Impact of Local Control Funding Formula on Board Policies, November 2013
- Local Control Funding Formula 2013, Governance Brief, August 2013
- State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

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

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

Policy Adopted: 1/15/2014 **08//2015**
DISTRICT

ORCUTT UNION SCHOOL

Orcutt, California



Educational Services

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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 5113.1

CHRONIC ABSENCE AND TRUANCY

BACKGROUND: Policy updated to reflect the inclusion of chronic absenteeism as a measure of student engagement in the LCAP and new Title 5 regulations (Register 2015, No. 2) which establish a formula for calculating the chronic absenteeism rate for this purpose. Policy also revised to reflect new law (AB 1643, 2014) which adds other optional representatives to the school attendance review board.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5113.1.

FUNDING: No funding implications.

Students

CHRONIC ABSENCE AND TRUANCY

The Board of Trustees believes that excessive student absenteeism and tardiness, whether caused by excused or unexcused absences, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

(cf. 5113 – Absences and Excuses)

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students classified as chronic absentees and truants, as defined in law and administrative regulation.

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5126 - Awards for Achievement)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall work with students, parents/guardians, school staff, and other community agencies, as appropriate, to identify factors contributing to chronic absences and truancy. He/she also may collaborate with child welfare services, law enforcement; courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.

(cf. 5030 - Student Wellness)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6158 - Independent Study)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

(cf. 6179 - Supplemental Instruction)

(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6183 - Home and Hospital Instruction)

Students who are identified as truants shall be subject to the interventions specified in law and administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the sole basis for his/her out-of-school suspension or expulsion. Alternative disciplinary strategies and positive reinforcement for attendance shall be used whenever possible.

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

~~The Superintendent or designee shall regularly analyze data on student absence to identify patterns of absence districtwide and by school, grade level, and student population. Such data shall be used to identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time. The Superintendent or designee shall periodically report this information to the Board for purposes of evaluating the effectiveness of strategies implemented to reduce chronic absence and truancy and making changes as needed. As appropriate, the Superintendent or designee also shall provide this information to key school staff and community agency partners to engage them in program evaluation and improvement and in identification of how to best allocate available community resources.~~

The Superintendent or designee shall periodically report to the Board regarding the district's progress in improving student attendance rates for all students and for each numerically significant student population. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to make changes as needed. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in identification of how to best allocate available community resources.

School Attendance Review Board

In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).

The Superintendent or designee shall appoint members of the a SARB Consortia, who may include, but are not limited to, a parent/guardian as well as representatives of the district, county probation department, county welfare department, county office of education, law enforcement agencies, community-based youth service centers, school guidance personnel, child welfare and attendance personnel, school or county health care personnel, and school, county, or community mental health personnel, **the county district attorney's office, and the county public defender's office.** (Education Code 48321)

The district's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.

Legal Reference:

EDUCATION CODE

1740 *Employment of personnel to supervise attendance (county superintendent)*

37223 *Weekend classes*

41601 *Reports of average daily attendance*

46000 *Records (attendance)*

46010-46014 *Absences*

46110-46119 *Attendance in kindergarten and elementary schools*

46140-46147 *Attendance in junior high and high schools*

48200-48208 *Children ages 6-18 (compulsory full-time attendance)*

48225.5 *Work permits, entertainment and allied industries*

48240-48246 *Supervisors of attendance*

48260-48273 *Truants*

48290-48296 *Failure to comply; complaints against parents*

48320-48324 *School attendance review boards*

48340-48341 *Improvement of student attendance*

48400-48403 *Compulsory continuation education*

48900 *Suspension and expulsion*

49067 *Unexcused absences as cause of failing grade*

52052 Academic Performance Index; numerically significant student subgroups

60901 *Chronic absence*

GOVERNMENT CODE

54950-54963 *The Ralph M. Brown Act*

PENAL CODE

270.1 *Chronic truancy; parent/guardian misdemeanor*

272 *Parent/guardian duty to supervise and control minor child; criminal liability for truancy*

830.1 *Peace officers*

VEHICLE CODE

13202.7 *Driving privileges; minors; suspension or delay for habitual truancy*

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 *Habitually truant minors*

11253.5 *Compulsory school attendance*

CODE OF REGULATIONS, TITLE 5

306 *Explanation of absence*

420-421 *Record of verification of absence due to illness and other causes*

15497.5 Local control and accountability plan template

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CSBA PUBLICATIONS

~~*Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010*~~

Attendance Awareness Month, Fact Sheet, September 2014

CDE PUBLICATIONS

School Attendance Review Board Handbook, 1995/2012

School Attendance Improvement Handbook, 2000

ATTENDANCE WORKS PUBLICATIONS

Count Us In! Working Together to Show that Every School Day Matters, 2014

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early

Outreach for Positive Linkages and Engagement, 2014 **WEB SITES**

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

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

WEB SITES

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

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

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

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

OnTrackCA: <http://www.ontrackca.org>

Policy Adopted: ~~4/10/2013~~ **08/12/2015**

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

Holly Edds, Assistant Superintendent
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TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 5125

STUDENT RECORDS

BACKGROUND: Mandated policy updated to reflect new law (AB 1442) which requires districts to notify students and parents/guardians and provide an opportunity for public input before adopting a program to gather or maintain safety-related information from students' social media activity. Policy also reflects new law (SB 1177) which, effective January 1, 2016, will prohibit an online/mobile operator from selling or disclosing student information or using student information to target advertising or amass a profile about a student. Policy reflects new law (AB 1584) which mandates districts entering into a contract with a third party for the digital storage, management, and retrieval of student records to adopt policy allowing such contracts.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5125.

FUNDING: No funding implications.

Students

STUDENT RECORDS

The Board of Trustees recognizes the importance of keeping accurate, comprehensive student records as required by law. **The Superintendent or designee shall ensure that the district's administrative regulation and school site procedures** for maintaining the confidentiality of student records shall be consistent with state and federal law.

The Superintendent or designee shall establish regulations governing the identification, ~~description and~~ **retention, and** security of student records, ~~as well as timely access for authorized persons.~~ These regulations shall ensure ~~parental~~ **the rights of authorized persons to have timely access to** review inspect and copy student records and ~~shall protect the student and the student's family~~ **shall protect students and their families** from invasion of privacy.

(cf. 3580 - District Records)

(cf. 4040 - Employee Use of Technology)

(cf. 5125.1 - Release of Directory Information)

~~(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)~~

(cf. 5125.3 - Challenging Student Records)

The Superintendent or designee shall designate a certificated employee to serve as custodian of records, with responsibility for student records at the district level. At each school, the principal or a certificated designee shall act as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

Legal Reference:

EDUCATION CODE

48201 Student records for transfer students who have been suspended/expelled

48853.5 Foster youth; placement, immunizations

48902 Notification of law enforcement of specified violations

~~48904-48904.3 Withholding grades, diplomas, or transcripts of pupils causing property damage or injury; transfer of pupils to new school districts; notice to rescind decision to withhold~~

48918 Rules governing expulsion procedures

48980 Parental notifications

48985 Notices in parent/guardian's primary language

49060-49079 ~~Pupil~~ **Student** records

49091.14 Parental review of curriculum

51747 Independent study ~~programs~~

56041.5 Rights of students with disabilities

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grade point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

6552 Caregiver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual pupil records

16020-16027 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

UNITED STATES CODE, TITLE 42

11434a McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

~~300.500 Definition of "personally identifiable"~~

300.501 Opportunity to examine records for parents of student with disability

~~300.573 Destruction of information~~

COURT DECISIONS

Falvo v. Owasso Independent School District, 220 F.3d. 1200 (10th Cir. 2000)

Management Resources:

FEDERAL REGISTER

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Data in the Cloud: A Legal and Policy Guide for School Boards on Student Data Privacy in the Cloud Computing Era, April 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records, 2008

Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, October 2007

WEB SITES

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

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Family Policy Compliance Office:

<http://www.ed.gov/gen/guid/fpc/index.html>

Policy Adopted: ~~10/15/08~~ 8/12/2015

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 5126

AWARDS FOR ACHIEVEMENT

BACKGROUND: Updated policy, mandated for districts that maintain a scholarship and loan fund, includes material formerly in AR re: board responsibilities related to the scholarship and loan fund. Material related to selection of the scholarship and loan committee revised to delegate to the Superintendent and the appointment of staff, community, and student representatives.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5126.

FUNDING: No funding implications.

Students

AWARDS FOR ACHIEVEMENT

The Board of Trustees encourages excellence as a goal for all students and wishes to publicly recognize students for ~~unique~~ or exemplary achievements in academic, athletic, extracurricular or community service activities. The purpose of such awards shall be consistent with school goals.

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 5127 - Graduation Ceremonies and Activities)

District/School Awards

Student awards may include verbal recognition, a letter, a certificate, a Board resolution, public ceremony, trophy, gift, or cash gift.

The Superintendent or designee shall develop procedures for the appropriate selection of student award recipients.

Golden State Seal Merit Diploma

At graduation from high school, special recognition shall be awarded to those students whose academic achievements have been outstanding.

The Superintendent or designee shall identify high school students who have demonstrated mastery of the high school curriculum qualifying them for the Golden State Seal Merit Diploma. (Education Code 51454)

(cf. 6162.51 - State Academic Achievement Tests)

Biliteracy Award

The district shall present the State Seal of Biliteracy to each graduating high school student who has attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. (Education Code 51460-51464)

(cf. 6174 - Education for English Language Learners)

In order to affirm the value of bilingualism and encourage students' enrollment in world language programs, the Superintendent or designee may present awards at appropriate grade levels to recognize the pursuit and/or attainment of grade-level proficiency in one or more languages in addition to English.

Legal Reference:
EDUCATION CODE

220 *Nondiscrimination*
35160 *Authority of governing boards*
35310-35319 *Scholarship and loan funds*
44015 *Awards to employees and students*
51243-51245 *Credit for private school foreign language instruction*
51450-51455 *Golden State Seal Merit Diploma*
51460-51464 *State Seal of Biliteracy*
52164.1 *Assessment of English language skills of English learners*
CODE OF REGULATIONS, TITLE 5
876 *Golden State Seal Merit Diploma*
1632 *Credit for private school foreign language instruction*
11510-11516 *California English Language Development Test*
Management Resources:
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education
<http://www.cde.ca.gov>
Californians Together: <http://www.californianstogether.org>

Policy Adopted: ~~10/10/12~~ 08/12/2015

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 6158

INDEPENDENT STUDY

BACKGROUND: Mandated policy updated to reflect new law (SB 858) which adds material on the variety of independent study formats that may be offered, deletes recommendation for weekly student-teacher conference in order to be more flexible, and expands material on program evaluation to include comparison of student performance data of independent study students with students in classroom-based instruction.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 6158.

FUNDING: No funding implications.

INDEPENDENT STUDY

The Board of Trustees authorizes independent study as an optional alternative instructional strategy for **eligible** students, ~~including adult education students,~~ whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan ~~and enabling to serve~~ students ~~to reach curriculum objectives and fulfill graduation requirements~~ **who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning.** As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

(cf. 5147 - Dropout Prevention)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6200 - Adult Education)

~~The Superintendent or designee shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than he/she would in the regular classroom.~~

~~The Superintendent or designee shall ensure that a written independent study agreement, as prescribed by law, exists for each participating student. (Education Code 51747)~~

~~To foster each participating student's success in independent study, the Board establishes the following maximum lengths of time which may elapse between the date an assignment is made and the date by which the student must complete the assigned work:~~

- ~~1. — One week for students in grades K-3~~
- ~~2. — Two weeks for students in grades 4-8~~
- ~~3. — Three weeks for students in grades 9-12, continuation or adult education~~

~~When circumstances justify a longer time, the Superintendent or designee may extend the maximum length of an assignment to a period not to exceed eight weeks, pursuant to a written request with justification.~~

~~Supervising teachers should carefully set the duration of independent study assignments, within the limits specified above, and establish an appropriate schedule for student-teacher conferences in order to help identify students falling behind in their work or in danger of~~

~~failing or dropping out of school. Except in unusual circumstances, it is expected that the supervising teacher will meet with each participating student at least once a week to discuss the student's progress.~~

~~(cf. 5147 - Dropout Prevention)~~

The Superintendent or designee may provide a variety of independent study activities and/or opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, a home-based format, and an online course.

~~(cf. 0420.4 - Charter School Authorization)~~

~~(cf. 6181 - Alternative Schools/Programs of Choice)~~

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction. (Education Code 51747; 5 CCR 11700)

Parents/guardians of students who are interested in independent study shall contact the Superintendent or designee. The Superintendent or designee shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than he/she would in the regular classroom setting.

~~When any participating student fails to complete three consecutive independent study assignments in a period of 15 school days, or misses two appointments with his/her supervising teacher without valid reasons, an evaluation shall be conducted to determine whether it is in the student's best interest to remain in independent study.~~

~~The Superintendent or designee shall annually report to the Board the number of students participating in independent study, the average daily attendance (ADA) generated for apportionment purposes, the quality of these students' work as measured by standard indicators, and the number and proportion of independent study students who graduate or successfully complete independent study.~~

The minimum period of time for any independent study option governed by Education Code shall be five consecutive school days (Charter Schools are not required to follow this timeline).

Written Agreements

The Superintendent or designee shall ensure that a written master agreement and, as appropriate, a learning agreement for students participating in course-based independent study exist for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The master agreement shall specify the length of time in which each independent study assignment must be completed. Because excessive leniency in the duration of

independent study assignments may result in a student falling behind his/her peers and increase the risk of dropping out of school, independent study assignments shall be no more than one week for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student misses three assignments, unless the student's written agreement specifies a lower or higher number of missed assignments based on the nature of the assignments, the total number of assignments, and/or other unique circumstances.

Home-Based Independent Study

The Superintendent or designee shall encourage parents/guardians desiring to teach their children at home to have their children participate in independent study. Such participation allows continued contact and cooperation between the school system and the home-based student.

Legal Reference:

EDUCATION CODE

17289 Exemption for facilities

41976.2 Independent study programs; adult education funding

42238 Revenue limits

42238.05 Local control funding formula; average daily attendance

44865 Qualifications for home teachers and teachers in special classes and schools; ~~consent to assignment~~

46200-46208 Instructional day and year

46300-46300.6 Methods of computing ADA

47612.5 Independent study in charter schools

48204 Residency ~~based on parent employment~~

48206.3 Home or hospital instruction; students with temporary disabilities

48220 Classes of children exempted

48340 Improvement of pupil attendance

48915 Expulsion; particular circumstances

48916.1 Educational program requirements for expelled students

48917 Suspension of expulsion order

49011 Student fees

51225.3 Requirements for high school graduation

51745-51749.3 Independent study programs

56026 Individuals with exceptional needs

FAMILY CODE

6550 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study

19819 State audit compliance

UNITED STATES CODE, TITLE 20

6301 Highly qualified teachers

COURT DECISIONS

Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

EDUCATION AUDIT APPEALS PANEL DECISIONS

Lucerne Valley Unified School District, Case No. 03-02 (2005)

Management Resources:

CDE PUBLICATIONS

Independent Study Operations Manual, 2000 edition

Elements of Exemplary Independent Study

Approaches to Satisfying No Child Left Behind Act of 2001 Teacher Requirements for Independent Study in Secondary Schools, January 28, 2010

WEB SITES

California Consortium for Independent Study: <http://www.ccis.org>

California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Policy Adopted: ~~12/13/06~~ 8/12/2015

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 6170.1

TRANSITIONAL KINDERGARTEN

BACKGROUND: Policy updated to reflect new law (SB 876, 2014) which establishes certain qualifications for teachers assigned to a TK program after July 1, 2015 and new law (SB 858, 2014) which states legislative intent that the TK curriculum be aligned to the California Preschool Learning Foundations. Policy also deletes outdated dates related to student eligibility for the program, adds immunization requirement and adds requirement to obtain a signed Kindergarten Continuance Form when a child who is age-eligible for kindergarten is enrolled in TK and then continues into kindergarten the following year.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 6170.1.

FUNDING: No funding implications.

Instruction

TRANSITIONAL KINDERGARTEN

The Board of Trustees desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The program shall assist TK children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The district's ~~transitional kindergarten~~ TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation.

~~(cf. 0420—School Plans/Site Councils)~~
~~(cf. 1220 – Citizen Advisory Committees)~~
~~(cf. 6020 – Parent Involvement)~~

Eligibility

~~The district's transitional kindergarten program shall admit children whose fifth birthday lies between: (Education Code 48000)~~

- ~~1. November 2 and December 2 in the 2012-13 school year~~
- ~~2. October 2 and December 2 in the 2013-14 school year~~
- ~~3. September 2 and December 2 in the 2014-15 school year and each school year thereafter~~

The district's TK program shall admit children whose fifth birthday is from September 2 through December 2. (Education Code 48000)

Parents/guardians of eligible children shall be notified of the availability of this program and the age, residency, and any other enrollment requirements. Enrollment in the ~~transitional kindergarten~~ TK program shall be voluntary.

~~(cf. 5111 – Admission)~~
~~(cf. 5111.1 – District Residency)~~
~~(cf. 5111.12 – Residency Based on Parent/Guardian Employment)~~
~~(cf. 5111.13 – Residency for Homeless Children)~~
~~(cf. 5141.22 – Infectious Diseases)~~
~~(cf. 5141.31 – Immunizations)~~

Curriculum and Instruction

The district's transitional kindergarten program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 – Curriculum Development and Evaluation)
(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

~~The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education. Upon recommendation by the Superintendent or designee, the Board shall approve academic standards for transitional kindergarten that bridge preschool learning foundations and kindergarten standards. Such standards~~ It shall be designed to facilitate students' development in essential skills which may include, as appropriate, language and literacy, mathematics, physical development, the arts, science, social sciences, English language development, and social-emotional development.

(cf. 5148.3 – Preschool/Early Childhood Education)
(cf. 6011 – Academic Standards)
(cf. 6174 – Education for English Language Learners)

~~TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.~~

Staffing

~~Teachers assigned to teach in transitional kindergarten classes shall possess a teaching credential or permit that authorizes instruction at the kindergarten grade level.~~

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

(cf. 4112.2 – Certification)

~~The Superintendent or designee may provide professional development as needed to ensure that transitional kindergarten teachers are knowledgeable about district standards and effective instructional methods for teaching young children.~~

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, 2020, have at least 24 units in early childhood education and/or child development, comparable experience in a preschool setting, and/or a child development teacher permit issued by the CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to

ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children.

(cf. 4131 – Staff Development)

Continuation to Kindergarten

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

A student shall not attend more than two years in a combination of ~~transitional kindergarten~~ TK and kindergarten. (Education Code 46300)

(cf. 5123 – Promotion/Acceleration/Retention)

~~Program Evaluation~~ Assessment

The Superintendent or designee shall ~~shall~~ **may** develop or identify appropriate assessments of ~~transitional kindergarten~~ TK students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

(cf. 0500 – Accountability)

(cf. 6162.5 – Student Assessment)

Legal Reference:

EDUCATION CODE

8973	Extended-day kindergarten
37202	School calendar; equivalency of instructional minutes
44258	Assignment monitoring by County Office of Education
46111	Kindergarten, hours of attendance
46114-46119	Minimum school day, kindergarten
46300	Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten
48000	Minimum age of admission (kindergarten) Age of admission, kindergarten and transitional kindergarten
48002	Evidence of minimum age required to enter kindergarten or first grade
48200	Compulsory education, starting at age six
60605.8	Academic Content Standards Commission, development of Common Core Standards

Management Resources:

~~CSBA PUBLICATIONS~~

~~Transitional Kindergarten, Issue Brief, July 2011~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Transitional Kindergarten FAQs~~

~~Desired Results Developmental Profile, 2015~~

~~Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, 2013~~

~~California Preschool Curriculum Framework, Vol. 1, 2010~~

~~California Preschool Learning Foundations, Vol. 1, 2008~~

~~Prekindergarten Learning Development Guidelines, 2000~~

~~First Class: A Guide for Early Primary Education, 1999~~

~~COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS~~

~~11-08 Transitional Kindergarten Assignments, Credential Information Alert, August 254, 2011~~

WEB SITES

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

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

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

Policy Adopted: ~~03/14/2012~~ **8/12/2015**

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Board Policy 6174

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

BACKGROUND: Policy updated to reflect requirements to address goals and specific actions for English language learners in the district's LCAP, establish an English learner parent advisory committee to consult on LCAP development when applicable, and measure progress toward district goals for English learners. Policy also provides updated information about the status of state standards for English language development, instructional materials adoption, and state assessment of English language proficiency. Policy adds language on professional development required for districts receiving federal Title III funds and reflects new law (SB 1174, 2014) which, contingent upon approval in the November, 2016 statewide general election would authorize parents/guardians to select a language acquisition program that best suits their child.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 6174.

FUNDING: No funding implications.

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Board of Trustees intends to provide English language learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively while facilitating student achievement in the district's regular course of study.

The district shall identify in its local control and accountability plan (LCAP) specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

(cf. 0460 - Local Control and Accountability Plan)
(cf. 3100 - Budget)

English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with state content standards. The district's program shall be based on sound instructional theory, ~~and adequately supported in order to assist students in accessing the full educational program.~~ **use standards-aligned instructional materials, and assist students in accessing the full educational program.**

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

(cf. 4112.22 - Staff Teaching English Language Learners)

The Superintendent or designee shall encourage parent/guardian and community involvement in the development, implementation, and evaluation of English language development programs. In addition, to support students' English language development, the Superintendent or designee may provide an adult literacy training program that leads to English fluency for parents/guardians and community members.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

Identification and Assessment

The Superintendent or designee shall maintain procedures which provide for the accurate identification of English learners and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English.

Once identified as an English learner, a student shall be annually assessed for language proficiency until he/she is reclassified based on criteria specified in **the accompanying** administrative regulation.

English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with allowable testing variations in accordance with 5 CCR 853.5 and 853.7. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. (Education Code 60603, 60640; 5 CCR 853.5, 853.7)

(cf. 6162.51 - State Academic Achievement Tests)

Placement of English Learners

Students who are English language learners shall be educated through ~~“sheltered English immersion” or “structured English immersion”~~ **(also known as “sheltered English immersion)** as defined in law and **the accompanying** administrative regulation, **for during** a temporary transition period not normally intended to exceed one year. “Nearly all” of the classroom instruction in the district's sheltered English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language. (Education Code 305, 306)

~~For purposes of determining the amount of instruction conducted in English in the structured English immersion classroom, “nearly all” shall be defined as follows:~~

~~—— For the purposes of this usage, “nearly all” means 95% or more of sheltered English instruction shall be in English.~~

"Nearly all," for the purpose of determining the amount of instruction to be conducted in English, means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

When an English language learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education any district assessments and/or any other criteria adopted by the Board, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is overwhelmingly in English. (Education Code 305; 5 CCR 11301)

(cf. 6162.5 - Student Assessment)

An English language learner has acquired a “reasonable level of English proficiency” when he/she has achieved the following:

Oral proficiency on the SOLOM
CELDT Levels 3, 4, 5
Standards-based report cards
~~STAR Test results in LANTS~~
NWEA Measures of Academic Progress Assessment results
CASPP Test results

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6171 - Title I Programs)

At any time during the school year, the parent/guardian of an English learner may have his/her child moved into an English language mainstream program. (5 CCR 11301)

Parental Exception Waivers

When allowed by law, the parent/guardian of an English learner may submit a request that his/her child be exempted from placement in a structured English immersion program and instead be placed in a class where he/she is taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. (Education Code 310-311)

Each waiver request shall be considered on its individual merits with deference given to parental preference for student placement.

A waiver request shall be granted in accordance with law unless the principal and educational staff has determined that an alternative program would not be better suited to the student's overall educational development. (5 CCR 11309)

Program Evaluation

~~To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding the progress of English learners towards proficiency in English, the number and percentage of English learners reclassified as fluent English proficient, the number and percentage of English learners who are or are at risk of being classified as long-term English learners, the achievement of English learners on standards-based tests in core curricular areas, and a comparison of current data with data from at least the previous year. The Superintendent or designee also shall provide the Board with regular reports from any district or schoolwide English learner advisory committees.~~

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English
2. The number and percentage of English learners reclassified as fluent English proficient

3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1
4. The achievement of English learners on standards-based tests in core curricular areas
5. Progress toward any other goals for English learners identified in the district's LCAP
6. A comparison of current data with data from at least the previous year.

The Superintendent or designee also shall provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Legal Reference:

EDUCATION CODE

300-340 English language education

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33050 State Board of Education waiver authority

42238.02-42238.03 Local control funding formula

44253.1-44253.11 Qualifications for teaching English learners

48985 Notices to parents in language other than English

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

~~51101.1 Rights for parents~~

52130-52135 Impacted languages act of 1984

52160-52178 Bilingual Bicultural Act

~~52180-52186 Bilingual teacher training assistance program~~

~~54000-54041 Programs for disadvantaged children~~

60200.7 Suspension of state instructional materials adoptions

60605.87 Supplemental instructional materials, English language development

60640 California Assessment of Student Performance and Progress

60810-60812 Assessment of language development

~~62001-62005.5 Continuation of advisory committee after program sunsets~~

CODE OF REGULATIONS, TITLE 5

853.5-853.7 Test administration; universal tools, designated supports, and accommodations

11300-11316 English Language Learner Education

11510-11517 California English Language Development Test

UNITED STATES CODE, TITLE 20

1701-1705 Equal Educational Opportunities Act

6312 Local education agency plans

6801-6871 Title III, Language instruction for limited English proficient and immigrant students

COURT DECISIONS

Valeria G. v. Wilson, (2002) 307 D.3d 1036

California Teachers Association et al. v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141

McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196

Teresa P. et al v. Berkeley Unified School District et al, (1989) 724 F.Supp. 698

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 40 (2000)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Academic Criterion for Reclassification, CDE Correspondence, August 11, 2014

California English Language Development Test (CELDT): 2012-13 CELDT Information Guide, 20122013

English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012

English Language Arts/English Language Development Framework for California Public Schools: Transitional Kindergarten Through Grade Twelve, 2014

Matrix of Test Variations, Accommodations, and Modifications for Administration of California Statewide Assessments

U.S. DEPARTMENT OF EDUCATION NONREGULATORY GUIDANCE

Assessment and Accountability for Recently Arrived and Former Limited English Proficient (LEP) Students, May 2007

WEB SITES

CDE: <http://www.cde.ca.gov>

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

Policy Adopted: 3/13/2013—8/12/2015

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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

TO: Deborah Blow, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: August 19, 2013

BOARD AGENDA ITEM: Update to Local Educational Agency Plan

BACKGROUND: The original LEA Plan template was designed as a five-year plan, which was the expected duration of the current authorization of the Elementary and Secondary Education Act of 1965, known as the No Child Left Behind (NCLB) Act of 2001. Although Congress is holding hearings on reauthorization, it is impossible to predict when this will actually happen. LEAs are not required to send the revised plan to CDE, however they are required to review and update the plan and should be approved by the local school board and kept on file with the original plan.

The revised plan includes changes that align with the OUSD Strategic Plan and Local Control Accountability Plan, updates the programs currently in place, budget information, and student data as it relates to the goals of NCLB.

RECOMMENDATION: It is recommended that the Board of Trustees approve the revisions to the LEA Plan.

FUNDING: No funding implications.



Orcutt Union School District Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM: Don Nicholson, Assistant Superintendent/Human Resources

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Accept 2015/2016 Initial Collective Bargaining Proposal from Orcutt Educators Association

BACKGROUND: Orcutt Educators Association has presented the Board with their initial proposal for negotiations for the 2015/2016 school year. The Association wishes to negotiate the following contract articles:
Article IV: Grievance Procedure (Binding Arbitration)
Article V: Transfers and Reassignment
Article IX: Working Days and Hours
Article X: Compensation

FINANCIAL CONSIDERATIONS: The financial impact will be determined by the final agreement reached between the District and Orcutt Educators Association.

RECOMMENDATION: It is recommended that the Board of Trustees accept the initial proposal for negotiations for the 2015/2016 school year from Orcutt Educators Association.

ATTACHMENT: Initial Proposal

Orcutt Educators Association
Initial Contract Proposal
June 17, 2015

Pursuant to Article XXII, section 4, of the Orcutt Educators Association's (OEA/CTA/NEA) Agreement, OEA is exercising its option to open negotiations for the 2015-16 school year. OEA chooses to open on the following items in the contract:

Article IV – Grievance Procedure (Binding Arbitration)

Article V – Transfers and Reassignment

Article VIII – Class Size

Article IX – Working Days and Hours

Article X – Compensation



Orcutt Union School District Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM: Don Nicholson, Assistant Superintendent/Human Resources

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Adopt Initial Collective Bargaining Proposal with Orcutt Educators Association for the 2015/2016 School Year

BACKGROUND: In accordance with law, the District’s initial “sunshine” proposal for negotiations must be adopted by the Board at a public meeting. The proposal is available for review at the District Office and to allow the public opportunity to comment on the District’s proposal a public hearing will be held this evening. Following the public hearing and Board ratification of this proposal, negotiations may commence.

FINANCIAL CONSIDERATIONS: The financial impact will be determined by the final agreement reached between the District and Orcutt Educators Association.

RECOMMENDATION: It is recommended that the Board of Trustees adopt the District’s initial proposal for negotiations with Orcutt Educators Association for the 2015/2016 school year.

ATTACHMENT: Initial Proposal

Orcutt Union School District

Governing Board Initial Collective Bargaining Proposal To Orcutt Educators Association (OEA) For A Successor Agreement 2015 – 2016

The Orcutt Union School District Governing Board presents its initial proposal for a successor collective bargaining agreement between the District and the Orcutt Educators Association (OEA).

The Board presents this initial proposal to enable members of the public to be informed about the issues that will be negotiated and to have an opportunity to express their views on the issues to the District Governing Board.

The District seeks modifications and changes addressing the following articles and issues to reflect current operations and expected needs of the District:

1. Article II – Term
Multi-year agreement.
2. Article V – Transfers and Reassignment
Address issues related to transfers and reassignment.
3. Article VIII – Class Size
Address issues related to LCFF.
4. Article IX – Working Days and Hours
Provide additional flexibility for scheduling within the district.
5. Article X – Compensation
Address issues related to compensation and increased health benefits cost.



Orcutt Union School District

Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM: Don Nicholson, Assistant Superintendent/Human Resources

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Accept 2015/2016 Initial Collective Bargaining Proposal from California School Employee Association Orcutt Chapter #255.

BACKGROUND: California School Employee Association Orcutt Chapter #255 has presented the Board with their initial proposal for negotiations for the 2015/2016 school year. The Association wishes to negotiate the following contract articles:

- Article XII: Leaves
- Article XV: Compensation
- Article XXIII: Professional Growth

FINANCIAL CONSIDERATIONS: The financial impact will be determined by the final agreement reached between the District and California School Employee Association Orcutt Chapter #255.

RECOMMENDATION: It is recommended that the Board of Trustees accept the initial proposal for negotiations for the 2015/2016 school year from California School Employee Association Orcutt Chapter #255.

ATTACHMENT: Initial Proposal

CALIFORNIA SCHOOL EMPLOYEE ASSOCIATION
AND IT'S ORCUTT CHAPTER #255
INITIAL SUCCESSOR PROPOSAL FOR 2015/2016

- ARTICLE XII:** Leaves - Negotiate a fair and equitable method for bargaining unit members to request leave and receive a timely response.
- ARTICLE XV:** Compensation – Negotiate a fair and equitable enhancement to the Salary Schedule and the District’s contribution to the Health & Welfare Premiums, Savings and Longevity
- ARTICLE XXIII:** Professional Growth - Negotiate a fair and equitable enhancement to Professional Growth



Orcutt Union School District Human Resources

500 Dyer Street • Orcutt, California, 93455 • 805.938.8914

TO: Board of Trustees
Dr. Deborah Blow, Superintendent

FROM: Don Nicholson, Assistant Superintendent/Human Resources

BOARD MEETING DATE: August 19, 2015

BOARD AGENDA ITEM: Adopt Initial Collective Bargaining Proposal with California School Employee Association Orcutt Chapter #255 for the 2015/2016 School Year

BACKGROUND: In accordance with law, the District’s initial “sunshine” proposal for negotiations must be adopted by the Board at a public meeting. The proposal is available for review at the District Office and to allow the public opportunity to comment on the District’s proposal a public hearing will be held this evening. Following the public hearing and Board ratification of this proposal, negotiations may commence.

FINANCIAL CONSIDERATIONS: The financial impact will be determined by the final agreement reached between the District and California School Employee Association Orcutt Chapter #255.

RECOMMENDATION: It is recommended that the Board of Trustees adopt the District’s initial proposal for negotiations with California School Employee Association Orcutt Chapter #255 for the 2015/2016 school year.

ATTACHMENT: Initial Proposal

Orcutt Union School District

Governing Board Initial Collective Bargaining Proposal To California School Employees Association (CSEA) Orcutt Chapter 2015 - 2016

The Orcutt Union School District Governing Board presents its initial proposal for 2015 – 2016 reopens to the 2014 – 2017 collective bargaining agreement between the District and the California School Employees Association (CSEA) Orcutt Chapter.

The Board presents this initial proposal to enable members of the public to be informed about the issues that will be negotiated and to have an opportunity to express their views on the issues to the District Governing Board.

The District proposes to negotiate the following articles to address current operations and expected needs of the District:

1. Article XIII – Hours and Overtime
Provide additional flexibility within the district.
2. Article XV – Compensation
Address issues related to compensation and increased health benefits cost.



TECHNOLOGY SERVICES MEMORANDUM

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

FROM: Kirby Fell
Chief Technology Officer

BOARD MEETING DATE: August, 19, 2015

BOARD AGENDA ITEM: Mobile Learning Lab Equipment

BACKGROUND: All schools in the Orcutt Union School District have physical computer labs comprised of traditional desktop computers, 5-7 years old. This design presents challenges in that the equipment is slow due to its age and requires students to go to the lab to use technology.

The computer labs also occupy 1-2 rooms at each site which may be needed for additional classrooms due to increasing enrollment.

RECOMMENDATION: Staff recommends approval of the purchase of mobile learning labs in support the District's Strategic Plan goals and digital academies. This includes Goals areas 1) High Quality Instruction, 2) 21st Century Skills, and 3) Flexible Learning Environments.

These labs will provide opportunities for teachers to bring technology into the classroom and truly integrate it into daily learning. This solution also provides an opportunity to free up classroom space as needed for increasing enrollment.

FUNDING: The recommended funding source is the general fund. The majority of this purchase will be derived from the one time money in the current state budget. The estimated allocation for our district is \$2.3 million.

Apple Inc. Education Price Quote

Customer: Kirby Fell
 ORCUTT UNION SCH DISTRICT
 Phone: 8059388900
 email: kfell@orcutt-schools.net

Apple Inc.:

Richard Zawatsky
 12545 Riata Vista Circle
 MS: 183-IES
 Austin, TX 78727
 Phone: 512-674-6860
 Fax: 800-5900325
 email: rzawatsky@apple.com

Apple Quote: 2202502249
 Quote Date: 12-Aug-2015
 Quote Valid Until: 10-Sep-2015

Quote Comments:

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	MacBook Air 13-inch 065-C3J3 1.6GHz Intel Dual-Core Core i5, Turbo Boost up to 2.7GHz 065-C3J5 Intel HD Graphics 6000 065-C3J8 8GB 1600MHz LPDDR3 SDRAM 065-C3JC 256GB Flash Storage 065-C3JJ Backlit Keyboard (English) / User's Guide (English) Part Number Z0RJ	140	1,239.00	68.75	1,170.25	163,835.00
2	AppleCare Protection Plan - 11-inch and 13-inch MacBook Air/13-inch MacBook Pro/12-inch MacBook - Auto Enroll Part Number S3130LL/A	140	183.00	0.00	183.00	25,620.00
3	Bretford Mobility Cart 30 for MacBook Part Number TX323LL/A	6	1,799.95	0.00	1,799.95	10,799.70
Extended EDU List Price Total						209,879.70
Total Discount						9,625.00
Extended Discounted Price Subtotal						200,254.70
- eWaste Fee / Recycling Fee						420.00
- Estimated Sales Tax						13,970.78
-						
Extended Discounted Total Price*						214,645.48
<small>*In most cases Extended discounted Total price does not include Sales Tax *If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary</small>						

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