

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, December 9, 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 December 9, 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. Annual Organization of the Board

1. Election of the Board President

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

Moved _____ Second _____ Vote _____

2. Election of Board Clerk

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

Moved _____ Second _____ Vote _____

3. Designation of Superintendent as Secretary to the Board

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

Moved _____ Second _____ Vote _____

4. Setting of Date, Time and Place for All Regular Board Meetings in 2016

The Board shall set the date, time and place for all regular meetings in 2016.

Moved _____ Second _____ Vote _____

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

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

Moved _____ Second _____ Vote _____

E. Superintendent's Report

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

1. OCAF Report
2. Joe Nightingale Presentation

F. Public Comment

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

G. Written Communication

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

CONSENT AGENDA ITEMS

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting November 18, 2015
- E. Hiring of Coaches 2015/2016

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

- 1. Lakeview Junior High Robotics Team Trip

Staff requests that the Board of Trustees approve the Lakeview Junior High Robotics Team trip to compete in "Trojonics" 7563 at La Canada High School in Los Angeles on December 12, 2015.

Moved _____ Second _____ Vote _____

B. BUSINESS

- 1. First Interim Report, Orcutt Union School District General Fund 2015-2016

It is recommended that the Board of Trustees approve the First Interim Report, Orcutt Union School District General Fund, 2015-2016 as presented and authorize the filing of a positive certification for 2015-2016 and the next two years with the Santa Barbara County Education Office. A copy of the First Interim Report is available for review at the District Office, 500 Dyer Street, Orcutt, CA between the hours of 7:30 a.m. – 4:30 p.m. Monday – Friday.

Moved _____ Second _____ Vote _____

2. Auditor Services Contract

It is recommended that the Board of Trustees authorize staff to enter into a contract, as presented, with Vavrinek, Trine, Day & Co., LLP (VTD) for audit services for 2015-2016 through 2017-2018.

Moved _____ Second _____ Vote _____

3. Agreement for Legal Services with Dannis Woliver Kelley

A copy of the contract will be distributed to the Board of Trustees at the board meeting. It is recommended that the Board of Trustees approve the contract with Dannis Woliver Kelley to provide legal services for the district.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Single School Plans for Student Achievement

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

Moved _____ Second _____ Vote _____

2. Board Policy 0420, School Plans/Site Councils

It is recommended that the Board of Trustees adopt Board Policy 0420, School Plans/Site Councils for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

3. Board Policy 1312.3, Uniform Complaint Procedures

It is recommended that the Board of Trustees adopt Board Policy 1312.3, Uniform Complaint Procedures for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

4. Board Policy 5131.2, Bullying

It is recommended that the Board of Trustees adopt Board Policy 5131.2, Bullying for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

5. Board Policy 5148, Child Care and Development

It is recommended that the Board of Trustees adopt Board Policy 5148, Child Care and Development for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____

Second _____

Vote _____

6. Board Policy 5148.3, Preschool/Early Childhood Education

It is recommended that the Board of Trustees adopt Board Policy 5148.3, Preschool/Early Childhood Education for first reading and that it is placed on the next Consent Agenda for second reading.

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. California Department of Education Library Survey
2. Items from the Board

GENERAL ANNOUNCEMENTS


Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, January 13, 2016, 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
December 9, 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
Transportation	Bus Driver		12/01/15	Increase in hours
MOT	Maintenance Craftsperson Lead	\$175/mo	01/01/16	Longevity – 20 years
Transportation	Bus Driver		12/10/15	Increase in hours
Transportation	Bus Driver		12/01/15	Voluntary reduction in hours
Campus Connection	Child Care Assistant	\$150/mo	01/01/16	Longevity – 15 years
Joe Nightingale	Inst Assistant I	\$150/mo	01/01/16	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 December 9, 2015

RE: **RECOMMENDATIONS FOR APPROVAL AND RATIFICATION**

<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Shaw	Extra Duty	10/21-10/29/15	ELA Adoption Meeting, 12 hrs
District	Hourly	10/5-10/29/15	CELDT, 29 hrs
Nightingale	Hourly	10/1-10/22/15	ELD, 6.75 hrs
Lakeview	Extra Duty	10/10/15	Saturday School, 3.5 hrs
		10/6-10/27/15	Homework Club, 3 hrs
Nightingale	Hourly	10/22/15	DLAC Meeting, 1 hr
		10/1-10/29/15	Home and Hospital, 24 hrs
District	Daily	10/1-10/29/15	Sub Administrator, 6.5 days
Orcutt	Extra Duty	9/21-10/14/15	JH Sports Supervisor, 5 games
District	Hourly	10/2-10/20/15	CELDT, 51 hrs
District	Hourly	10/8-10/29/15	CELDT, 50.75 hrs
Lakeview	Extra Duty	10/16/15	Worked Prep, 1 hr
		10/13-10/15/15	Compass Learning, 2 hrs
District	Hourly	10/12-10/16/15	Intervention, 16 hrs
		10/5-10/27/15	CELDT, 54 hrs
		10/1-10/2/15	NWEA, 5.5 hrs
Orcutt	Extra Duty	9/21/15	Worked Prep, 1 hr
		10/30/15	SysOp, 2.5 hrs
District	Daily	10/14-10/15/15	Sub Administrator, 2 days
District	Hourly	10/9-10/21/15	CELDT, 28 hrs
Orcutt	Extra Duty	11/4/15	Parent Ed, 3 hrs
District	Hourly	10/22/15	DLAC Meeting, 1 hr
Olga Reed	Stipend	2015-16	Girls Basketball Coach
District	Hourly	10/5-10/27/15	CELDT, 61.5 hrs

*To be prorated

SCHOOL	CLASS/ STEP	EFFECTIVE DATE	ACTION INFORMATION
Shaw	Hourly	10/22/15	ELD, 1 hr
Lakeview	Extra Duty	10/6-10/22/15 10/21/15	Intervention, 4 hrs JH Sports Supervisor, 1 game
District	Hourly	10/1-10/23/15 10/8-10/9/15	CELDT, 21.25 hrs Parent/Teacher Conferences, 3.75 hrs
Lakeview	Extra Duty	10/1-10/20/15 10/14/15	Intervention, 6 hrs Worked Prep, 1 hr
Lakeview	Extra Duty	10/12-10/26/15 10/6-10/27/15	JH Sports Supervisor, 3 game Intervention, 4 hrs
Orcutt	Extra Duty	10/30/15 9/30/15 9/30/15	Athletic Director, 5 hrs SysOp, 2.5 hrs Athletic Director, 5 hrs SysOp, 2.g hrs
Pine Grove	Hourly	10/1-10/9/15	NWEA, 21 hrs
Lakeview	Extra Duty	10/8-10/29/15 10/14-10/15-15	Homework Club, 4 hrs Worked Prep, 2 hrs
Lakeview	Hourly	10/9-10/27/15	ELD, 4 hrs
Dunlap	Hourly	10/1-10/6/15	NWEA, 22.25 hrs
Lakeview	Extra Duty	10/16/18	Worked Prep, 1 hr
Orcutt	Extra Duty	10/22/15 10/1-10/22/15	Worked Prep, 1 hr Detention, 10 hrs
Lakeview	Extra Duty	10/7-10/28/15	Homework Club, 4 hrs
Lakeview	Extra Duty	10/16-10/29/15 10/1-10/19/15 10/12-10/21/15	Detention, 8 hrs Athletic Director, 5 hrs JH Sports Supervisor, 3 games
Lakeview	Hourly	10/1-10/29/15	Compass Learning, 39 hrs
Olga Reed	Daily	10/1/15	Change in Assignment per contract
Orcutt	Extra Duty	9/21/15	Worked Prep, 1 hr
Orcutt	Extra Duty	9/21/15 10/26-10/29/15 9/21-10/14/15	Worked Prep, 1 hr Detention, 3 hrs JH Sports Supervisor, 5 games
Orcutt	Extra Duty	9/21-10/22/15	Worked Prep, 2 hr

*To be prorated

Warrants

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

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

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
November 18, 2015**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, November 18, 2015 beginning with Mr. Hatch calling Public Session to order at 6:45 p.m. The Pledge of Allegiance was led by Jan Zilli. Members Present: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips. Administrators Present: Blow, Con, Nicholson and Fell. Absent: Edds. It was moved by Jan Zilli, seconded by Rob Buchanan and carried to adjourn to Closed Session at 6:47 p.m. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:28 p.m. and Mr. Hatch reported that no action was taken in Closed Session. It was moved by Jan Zilli, seconded by Jim Peterson and carried to adopt the November 18, 2015 agenda, as presented. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

SUPERINTEDEENT'S REPORT

Orcutt Children's Arts Foundation (OCAF) Report

Dr. Blow reminded everyone of the upcoming GALA being held on February 27, 2016 at the Santa Maria Country Club.

OCAF has hired a new Executive Director, Allison Bailey who will begin on December 16th.

All of the Arts Attack supplies have been delivered to the schools and secured in a special cabinet for access by the volunteer instructors.

Health Services

District Administrative Nurse Michelle Romine introduced her staff, Michelle Jimenez and Kathryn Alexander (Silke Andrade was unable to attend) and each gave a report on some of the responsibilities and challenges of the school LVNs.

Lakeview Jr. High Vision Statement

Principal, Ted Lyon, shared the process staff went through which resulted in the school's Vision Statement.

PUBLIC COMMENT

OEA President, Monique Segura commented that she felt optimistic about the good discussions and positive direction during the negotiation process. OEA is offering \$100 Teacher Scholarships to be used for teachers to attend conferences or workshops. OEA will be putting together a basket for the OCAF Gala raffle and will be purchasing two tickets to the event which will be raffled off to teachers.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Meeting, October 14, 2015
- E. Minutes, Special Meeting, October 28, 2015
- F. Minutes, Special Meeting, November 1, 2015
- G. Hiring of Coaches 2015-2016
- H. Surplus Items

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

ITEMS SCHEDULED FOR ACTION

Gifts

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to accept the gifts and that a letter of acceptance and appreciation be forwarded to Igor and Ika Nastaskin, Santa Maria Rotary

South, Mr. and Mrs. David Silva and Your Orcutt Youth Organization (YOYO). Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

Annual Organizational Meeting

It was moved by Jan Zilli, seconded by Jim Peterson and carried to set the Annual Organizational Meeting for December 9, 2015 with Public Session beginning at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

2015/2016 Resolution No. 8

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to adopt 2015/2016 Resolution No. 8, Campus Connection Clearing Account, as submitted. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

2015/2016 Resolution No. 9

It was moved by Jim Peterson, seconded by Jan Zilli and carried to adopt 2015/2016 Resolution No. 9, Delegation of Authority to District Staff, as submitted. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

TELACU Contract

It was moved by Jim Peterson, seconded by Jan Zilli and carried to approve the contract to engage in services with TELACU Construction Management (TCM), as submitted. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

Single School Plans for Student Achievement

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

OUSD Band Trip

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to approve the Orcutt Union School District's Band trip to Santa Clara, CA to participate in the Music in the Park Festival on April 15-16, 2016. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

Employment Agreements

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to ratify the Employment Agreement with Superintendent, Dr. Deborah Blow. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

It was moved by Jan Zilli, seconded by Jim Peterson and carried to ratify the Employment Agreement with Assistant Superintendent, Business Services, Walter J. Con. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

It was moved by Rob Buchanan, seconded by Jan Zilli and carried to ratify the Employment Agreement with Assistant Superintendent, Educational Services, Dr. Holly Edds. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

It was moved by Jan Zilli, seconded by Jim Peterson and carried to ratify the Employment Agreement with Assistant Superintendent, Human Resources, Don Nicholson. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

It was moved by Rob Buchanan, seconded by Jim Peterson and carried to ratify the Employment Agreement with Chief Technology Officer, Kirby L. Fell. Ayes: Buchanan, Hatch, Peterson and Zilli. Absent: Phillips

ITEMS FOR INFORMATION/DISCUSSION

Mr. Buchanan wished everyone a Happy Thanksgiving.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, December 9, 2015 beginning with Public Session at 7:15 p.m. in the District Office Board Room., 500 Dyer Street, Orcutt, CA.

ADJOURN

It was moved by Jim Peterson, seconded by Jan Zilli to adjourn the meeting at 8:06 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Lizabeth Phillips, Clerk, Board of Trustees

ORCUTT UNION SCHOOL DISTRICT

TO: Dr. Deborah Blow
District Superintendent

FROM: Don Nicholson
Assistant Superintendent, Human Resources

DATE: December 9, 2015

RE: ***NOTIFICATION TO BOARD –HIRING OF ADDITIONAL COACHES
FOR 2015-16 SCHOOL YEAR***

Olga Reed:

Brad Key

Girls Basketball Coach

Unpaid Volunteer Assistant Coaches:

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

LAKEVIEW JUNIOR HIGH SCHOOL

3700 Orcutt Road, Santa Maria, California 93455 • (805) 938-8600 FAX (805) 938-8649
Ted Lyon, Principal • Jonathan Dollahite, Vice Principal • www.LakeviewJHS.net



11/20/15

Dr. Debbie Blow
Orcutt Union School District
Pinal and Dyer Streets
Orcutt, California 93455

Re: Robotics competition in Los Angeles, California

Dear Dr. Blow;

With the permission of the Orcutt Union School District Board of Trustees, Lakeview Junior High School will be sending our Robotics team, the "Trojonics" 7563, to La Canada High School in Los Angeles to compete in a tournament.

The tournament takes place on Saturday December 12. Our nine team members will be leaving on the 11th with their parents. They will be staying the night at the Westin Hotel in Pasadena. After the competition on Saturday, the students will be driven back by their parents. Mr. Jerred Vidal, Lakeview Teacher and Robotics coach, will also be driving down, staying the night, coaching the team and returning on Saturday.

We would like to thank you for your support of this program. The staff recommends approval of this trip.

Sincerely,

A handwritten signature in black ink, appearing to read "Ted Lyon", with a long, sweeping underline.

Ted Lyon
Principal
Lakeview Junior High



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con, Assistant Superintendent, Business Services
Rebecca Holmes, Director, Fiscal Services

BOARD MEETING DATE: December 9, 2015

BOARD AGENDA ITEM: First Interim Report, OUSD General Fund 2015-16

BACKGROUND: The First Interim is predicated upon the State's adopted budget which was signed by the Governor June 2015 along with the majority of the accompanying trailer bills.

We use the California School Services dartboard assumptions along with the FCMAT Calculator, which are a starting point for current and future year's fiscal assumptions. This (3) year multi-year budget projection maintains a minimum 3% reserve for Economic Uncertainties, while meeting all other fiscal obligations of our District.

Please refer to the budget narrative for more detailed information.

RECOMMENDATION: It is recommended that the Board of Trustees approve the First Interim Report with a positive certification for 2015/20165 and for the next two years.

FUNDING: All Funds



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 9, 2015

BOARD AGENDA ITEM: Audit Services Contract

BACKGROUND: In November of 2012 we went out for an Auditor's Request for Proposal (RFP). Board approval was given at the December 12, 2012 board meeting to enter into contract with the lowest bidder, Vavrinek, Trine, Day & Co., LLP.

The Business Services Department feels they have served our district well. Their firm has the expertise with K-12 school districts, and charter schools. As laws and regulations specifically pertaining to Charter Schools change they provide training and support to our staff at the district office and at the school sites. We would like to extend the current three year contract into another three year contract. The proposed contract would be for Fiscal years 2015-2016, 2016-2017 and 2017-2018. The cost would be as follows:

Fiscal Year	Amount
Fiscal Year 2015-2016	\$ 14,200
Fiscal Year 2016-2017	\$ 14,500
Fiscal Year 2017-2018	\$ 14,800

Previous contract costs were:

Fiscal Year	Amount
Fiscal Year 2012-2013	\$14,150
Fiscal Year 2013-2014	\$14,450
Fiscal Year 2014-2015	\$14,750

RECOMMENDATION: It is recommended that the Board of Trustees authorize staff to enter into a contract, as presented, with Vavrinek, Trine, Day & Co., LLP (VTD) for audit services for 2015-2016 through 2017-2018.

FUNDING: General Fund



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: December 9, 2015

BOARD AGENDA ITEM: Legal Firm Contract

BACKGROUND: Our district has used the legal services of Kronick, Moskovitz, Tiedemann & Girad (KMTG) for about the past 18 months. We have a very good working relationship with our lead attorney and his associates, whom all specialize in Education Law. We have been most satisfied with the level and competency of service we have received from this team.

KMTG has made a business decision to eliminate their Education Law Department and our lead attorney and his team of associates are moving to the firm of Dannis Woliver Kelley (DWK).

DWK is a legal firm that only practices Education Law and has distinguished itself over a 35-year history as the best education law firm in California. One of the nation's largest women-owned law firms, DWK is proud to be considered the "thought leaders" in education law: the firm that best knows the legal issues our clients face, and even more importantly, how to resolve them.

RECOMMENDATION: Staff recommends that the Board of Trustees approve the contract with Dannis Woliver Kelley to provide legal services for our district.

Contract to be distributed at the board meeting.

FUNDING: General Fund



Educational Services

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

To: Dr. Deborah Blow, Superintendent

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

Board Meeting Date: December 9, 2015

Board Agenda Item: School Site Plans for Joe Nightingale, Alice Shaw, Patterson Road, Olga Reed, and Lakeview Junior High Schools

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

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



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: December 9, 2015

BOARD AGENDA ITEM: Board Policy 0420

SCHOOL PLANS/SITE COUNCILS

BACKGROUND: Policy updated to reflect requirements to align the district's local control and accountability plan with the strategies in each school's single plan for student achievement (SPSA) and the repeal of certain categorical programs that had been included in the state's consolidated application. Policy also clarifies the continuing need for schools participating in specified state or federal categorical programs to develop the SPSA.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 0420.

FUNDING: No funding implications.

Philosophy, Goals, Objectives and Comprehensive Plans

SCHOOL PLANS/SITE COUNCILS

The Board of Trustees believes that comprehensive planning **that is aligned with the district's local control and accountability plan (LCAP) is necessary** at each district school is necessary in order to focus school improvement efforts on student academic achievement and facilitate the effective use of district resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and district goals.

(cf. 0000 - Mission)
(cf. 0200 – ~~Core Values~~ **Goals** for the School District)
(cf. 0400 - Comprehensive Plans)
(cf. 0460 – Local Control and Accountability Plan)

For any school that participates in specified state and/or federal categorical programs, the school site council or other schoolwide advisory committee shall consolidate the plans required for those categorical programs into a single plan for student achievement (SPSA). (Education Code 52055.755, 64001)

~~(cf. 0420.1 – School-Based Program Coordination)~~
~~(cf. 0450 – Comprehensive Safety Plan)~~
(cf. 1220 - Citizen Advisory Committees)
~~(cf. 1431 – Waivers)~~
~~(cf. 3513.3 – Tobacco-Free Schools)~~
~~(cf. 4131 – Staff Development)~~
(cf. 6020 - Parent Involvement)
~~(cf. 6142.91 – Reading/Language Arts Instruction)~~
~~(cf. 6164.2 – Counseling/Guidance Services)~~
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6190 - Evaluation of the Instructional Program)

As appropriate, a school may incorporate any other school plan into the SPSA.
(Education Code 64001)

~~Whenever feasible, any other school plan may be incorporated into the single plan for student achievement.~~

The Superintendent or designee shall review each school's SPSA to ensure that it meets the content requirements for all programs included, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified needs of the school and students. He/she shall **also ensure that specific actions included in the district's LCAP are consistent with the strategies**

identified in each school's SPSA. ~~submit to the Board of Trustees his/her recommendations for plan approval or revision.~~

The Board shall, **at a regularly scheduled Board meeting**, review and approve each school's SPSA and any subsequent material revisions affecting the academic programs for students participating in these categorical programs addressed in the SPSA. The Board shall certify that, to the extent allowable under federal law, the plan is consistent with district local improvement plans as a condition of receiving federal funding. (Education Code 64001)

Legal Reference:

EDUCATION CODE

52-53 Designation of schools

33133 Information guide for school site councils

35147 Open meeting laws exceptions

41500-41573 Categorical education block grants

~~52055-700-52055-770 Quality Education Investment Act~~

41540-41544 Targeted instructional improvement block grants

52060-52077 Local control and accountability plan

52176 Advisory committees

~~52500-52617 Adult education, including:~~

~~52800-52887 School-Based Program Coordination Act~~

~~52890 Qualifications and duties of outreach consultants~~

52852 School site councils

54000-54028 Educationally Disadvantaged Youth Programs

~~54100-54145 Miller-Unruh Basic Reading Act~~

54425 Advisory committees (compensatory education)

~~54650-54659 Education Improvement Incentive Program~~

56000-56867 Special education

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

HEALTH AND SAFETY CODE

~~104420 Tobacco use prevention~~

CODE OF REGULATIONS, TITLE 5

3930-3937 Compliance plans

UNITED STATES CODE, TITLE 20

6311 Accountability, adequate yearly progress

6312-6319 Title I programs; plans

6421-6472 Programs for neglected, delinquent, and at-risk children and youth

6601-6651 Teacher and Principal Training and Recruitment program

6801-7014 Limited English proficient and immigrant students

7101-7165 Safe and Drug-Free Schools and Communities

7341-7355c Rural Education Initiative

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

A Guide for Developing the Single Plan for Student Achievement: A Resource for the School Site Council, February 2013

WEST ED PUBLICATIONS

California Healthy Kids Survey

California School Climate Survey

WEB SITES

California Department of Education, Single Plan for Student Achievement:

<http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>

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

WestEd: <http://www.wested.org>

Policy Adopted: ~~11/13/2013~~ 12/9/2015

ORCUTT UNION SCHOOL DISTRICT
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: December 9, 2015

BOARD AGENDA ITEM: Board Policy 1312.3

UNIFORM COMPLAINT PROCEDURES

BACKGROUND: Policy updated to reflect California Department of Education (CDE) compliance requirements for 2015-16 school year.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 1312.3.

FUNDING: No funding implications.

UNIFORM COMPLAINT PROCEDURES

The Board of Trustees recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early, informal resolution of complaints whenever possible and appropriate. To resolve complaints which cannot be resolved through such informal process, the Board shall adopt a uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

- 1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs (5 CCR 4610)

(cf. 3553 - Free and Reduced Price Meals)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5148 - Child Care and Development)
(cf. 6159 - Individualized Education Program)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6178 - Career Technical Education)
(cf. 6178.2 - Regional Occupational Center/Program)

- 2. Any complaint alleging **the occurrence of** unlawful discrimination, **including (such as** discriminatory harassment, intimidation, or bullying**;) in district programs and activities** against any person based on his/her actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics, **in district programs and activities, including, but not limited to, those funded directly by or that receive or benefit from any state financial assistance** (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

- 3. ~~Any complaint alleging bullying in district programs and activities, regardless of whether the bullying is based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or~~

~~_____ genetic information, or any other characteristic identified in Education Code
_____ 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her
_____ association with a person or group with one or more of these actual or perceived
_____ characteristics~~

~~(cf. 5131.2 - Bullying)~~

3. Any complaint alleging district violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

(cf. 3260 - Fees and Charges)

~~4. _____ Any complaint alleging district violation of the prohibition against requiring
_____ students to pay fees, deposits, or other charges for participation in educational
_____ activities (5 CCR 4610)~~

~~(cf. 3260 - Fees and Charges)~~

~~5.~~ 4. Any complaint alleging that the district has not complied with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

~~(cf. 0460 - Local Control and Accountability Plan)~~

~~6.~~ 5. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

7. 6. Any other complaint as specified in a district policy

The district shall protect all complainants from retaliation. In filing and investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for any complaint alleging retaliation, or unlawful discrimination, (such as discriminatory harassment, intimidation, or bullying,) the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint, if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

~~(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)~~

~~(cf. 5125 - Student Records)~~

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

~~(cf. 4131 - Staff Development)~~

~~(cf. 4331 - Staff Development)~~

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints. All such records shall be destroyed in accordance with applicable state law and district policy.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.
4. Any complaint alleging fraud shall be referred to the California Department of Education.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18203 School libraries

32289 School safety plan, uniform complaint procedure

35186 Williams uniform complaint procedure

48985 Notices in language other than English

49010-49013 Student fees

49060-49079 Student records

49490-49590 Child nutrition programs

52060-52077 Local control and accountability plan, especially

52060-52077 Compliant for lack of compliance with local control and accountability plan requirements

52160-52178 Bilingual education programs

52300-52490 Career-technical education

52500-52616.24 Adult schools

52800-52870 School-based coordinated programs

54400-54425 Compensatory education programs

54440-54445 Migrant education

54460-54529 Compensatory education programs

56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process
GOVERNMENT CODE
11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act
PENAL CODE
422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege
CODE OF REGULATIONS, TITLE 5
3080 Application of section
4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs
UNITED STATES CODE, TITLE 20
1221 Application of laws
1232g Family Educational Rights and Privacy Act
1681-1688 Title IX of the Education Amendments of 1972
6301-6577 Title I basic programs
6801-6871 Title III language instruction for limited English proficient and immigrant students
7101-7184 Safe and Drug-Free Schools and Communities Act
7201-7283g Title V promoting informed parental choice and innovative programs
7301-7372 Title V rural and low-income school programs
12101-12213 Title II equal opportunity for individuals with disabilities
UNITED STATES CODE, TITLE 29
794 Section 504 of Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age Discrimination Act of 1975
CODE OF FEDERAL REGULATIONS, TITLE 28
35.107 Nondiscrimination on basis of disability; complaints
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy
100.3 Prohibition of discrimination on basis of race, color or national origin
104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
106.9 Notification of nondiscrimination on basis of sex
110.25 Notification of nondiscrimination on the basis of age

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Title IX Coordinators, April 2015

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

WEB SITES

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

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

Family Policy Compliance Office: <http://familypolicy.ed.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/offices/OCR>

U.S. Department of Justice: <http://www.justice.gov>

Policy Adopted: ~~12/10/2014~~ 12/9/2015

ORCUTT UNION SCHOOL DISTRICT
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: December 9, 2015

BOARD AGENDA ITEM: Board Policy 5131.2

BULLYING

BACKGROUND: Policy updated to reflect the appropriate use of the uniform complaint procedures (UCP) in cases of nondiscriminatory bullying. As revised, the policy provides that the UCP be used to investigate all instances of bullying, but that conduct determined to be nondiscriminatory bullying then be resolved in accordance with the district's student discipline policies and procedures.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5131.2.

FUNDING: No funding implications.

Students

BULLYING

The Board of Trustees recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No individual or group shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

(cf. 5145.2 - Freedom of Speech/Expression)

Strategies for addressing bullying in district schools may be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plan, the local control and accountability plan, and other applicable district and school plans.

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 6020 - Parent Involvement)

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

Bullying Prevention

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for ~~perpetrators of~~ **engaging in** bullying.

As appropriate, the district ~~may~~ **shall** provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6142.8 - Comprehensive Health Education)
(cf. 6142.94 - History-Social Science Instruction)
(cf. 6163.4 - Student Use of Technology)

School staff shall receive information about early warning signs of harassing/intimidating behaviors and effective ~~prevention and intervention strategies~~ **response**.

(cf. 4131 - Staff Development)

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

(cf. 6164.2 - Guidance/Counseling Services)

Complaints and Investigation Reporting and Filing of Complaints

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee shall file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Investigation and Resolution of Complaints

Any complaint of bullying, whether it is discriminatory or nondiscriminatory, shall be investigated and resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Discipline

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014
Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Bullying at School, 2003

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

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

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/ls/ss>

Common Sense Media: <http://www.common sense media.org>

National School Safety Center: <http://www.schoolsafety.us>

ON[the]LINE, digital citizenship resources: <http://www.onthelineca.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy Adopted: ~~05/13/2015~~ 12/09/2015

ORCUTT UNION SCHOOL DISTRICT
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: December 9, 2015

BOARD AGENDA ITEM: Board Policy 5148

CHILD CARE AND DEVELOPMENT

BACKGROUND: Policy updated to expand optional priorities for child care services to include children of district students, expand examples of methods to provide facilities for child care services, and add new section on "Complaints".

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5148.

FUNDING: No funding implications.

Students

CHILD CARE AND DEVELOPMENT

The Board of Trustees desires to provide child care and development services which meet the developmental needs of children and offer a convenient child care alternative for parents/guardians in the community.

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

~~(cf. 5148.1 - Child Care Services for Parenting Students)~~

~~(cf. 5148.2 - Before/After School Programs)~~

~~(cf. 5148.3 - Preschool/Early Childhood Education)~~

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

~~The Superintendent or designee shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and inform parents/guardians about child care options.~~

~~(cf. 1020 - Youth Services)~~

~~(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)~~

~~(cf. 1700 - Relations Between Private Industry and the Schools)~~

The Board shall approve **for the district's child care and development program** a written philosophical statement, goals, and objectives ~~for the district's child care and development program~~ that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and administrative regulation. (5 CCR 18271)

~~(cf. 0000 - Vision)~~

~~(cf. 0200 - Goals for the School District)~~

~~As needed, the Superintendent or designee may identify district facilities that have capacity to provide child care and development services and/or may recommend that the Board enter into an agreement with a public agency or community organization to use community facilities for the purpose of providing such services.~~

~~(cf. 13301.1 - Joint Use Agreements)~~

~~(cf. 7110 - Facilities Master Plan)~~

Eligibility and Enrollment

Child care admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip

provisions, any transportation arrangements, food service provisions, and a ~~medical assessment~~ **health examination** requirements. (5 CCR 18105; 22 CCR 101218)

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

(cf. 3540 - Transportation)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5145.3 – Nondiscrimination/Harassment)

The Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.

To the extent that space is available after the enrollment of children who are ~~When all families~~ eligible for subsidized services ~~have been served~~, priority for admissions shall be given to district students, **children of district students, and children of district employees.**

(cf. 5111.1 - District Residency)

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

Staffing

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

(cf. 1240 - Volunteer Assistance)

(cf. 4112.2 - Certification)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

(cf. 4112.5/4312.5 - Criminal Record Check)

(cf. 4131 - Staff Development)

(cf. 4212.5 – Criminal Record Check)

(cf. 4331 - Staff Development)

Complaints

For a licensed child care center, any complaint alleging health and safety violations shall be referred to the California Department of Social Services. For a license-exempt facility, such complaints shall be referred to the appropriate Child Development regional administrator. Any other alleged violation of state or federal laws governing child care and development programs shall be investigated and resolved using the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Program Evaluation

The Superintendent or designee shall annually conduct an evaluation of the district's child care and development services in accordance with state requirements. The evaluation report shall be submitted to the Board and the CDE along with an action plan which establishes program goals and objectives for the coming year and addresses any areas identified as needing improvement. (5 CCR 18279-18281)

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

8200-8499.10 *Child Care and Development Services Act, including:*
8200-8209 *General provisions for child care and development services*
8210-8216 *Resource and referral program*
8220-8226 *Alternative payment program*
8230-8233 *Migrant child care and development program*
8235-8239 *California state preschool program*
8240-8244 *General child care programs*
8250-8252 *Programs for children with special needs*
8263 *Eligibility and priorities for subsidized child development services*
8263.3 Disenrollment of families due to reduced funding levels
8263.4 Enrollment of students ages 11-12 years
8273-8273.3 Fees
8278.3 *Child Care Facilities Revolving Fund*
8360-8370 *Personnel qualifications*
8400-8409 *Contracts*
8482-8484.6 *After-school education and safety program*
8484.7-8484.8 *21st Century community learning centers*
8493-8498 *Facilities*
8499-8499.7 *Local planning councils*
~~17609-17610 *Integrated pest management, applicability to child care facilities*~~
49540-49546 *Child care food program*
49570 *National School Lunch program*
~~54740-54749.5 *Cal-SAFE program for pregnant/parenting students and their children*~~
56244 *Staff development funding*

HEALTH AND SAFETY CODE

1596.70-1596.895 *California Child Day Care Act*
1596.90-1597.21 *Day care centers*
120325-120380 *Immunization requirements*

CODE OF REGULATIONS, TITLE 5

4610-4687 Uniform complaint procedures
18000-18434 *Child care and development programs, especially:*
18012-18122 *General requirements*
18180-18192 *Federal and state migrant programs*
18210-18213 *Severely handicapped program*
18220-18231 *Alternative payment program*
18240-18248 *Resource and referral program*
18270-18281 *Program quality, accountability*
18290-18292 *Staffing ratios*
18295 *Waiver of qualifications for site supervisor*
18300-18308 *Appeals and dispute resolution*

80105-80125 Commission on Teacher Credentialing, child care and development permits
CODE OF REGULATIONS, TITLE 22
101151-101239.2 General requirements, licensed child care centers, including:
101151-101163 Licensing and application procedures
101212-101231 Continuing requirements
101237-101239.2 Facilities and equipment
UNITED STATES CODE, TITLE 42
1751-1769 School lunch programs
9831-9852 Head Start programs
9858-9858q Child care and development block grant
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch program
CODE OF FEDERAL REGULATIONS, TITLE 45
98.2-98.93 Child care and development fund
COURT DECISIONS
CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services, (2001) 91
Cal.App.4th 892

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

14-03a Revised Child Care and Development Fee Schedule, Management Bulletin, September 2014

Uniform Complaint Procedures, 2014

12-07 Disenrollment due to Maximum Reimbursable Amount Reduction, Management Bulletin, July 2012

Keeping Children Healthy in California's Child Care Environment: Recommendations to Improve Nutrition and Increase Physical Activity, 2010

~~*Infant/Toddler Learning and Development Program Guidelines, 2006*~~

~~*Program Quality Standards and Standards Based on Exemplary Practice for Center-Based Programs and Family Child Care Home Networks, October 2004*~~

~~**CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS**~~

~~*01-06 The Desired Results for Children and Families System, May 31, 2001*~~

WEB SITES

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

California Association for the Education of Young Children: <http://www.caeyc.org>

California Child Development Administrators Association: <http://www.ccdaa.org>

California Department of Education, ~~Child Development~~ **Early Education and Support Division**:
<http://www.cde.ca.gov/sp/cd>

California Department of Education, Early Education Management Bulletins:

<http://www.cde.ca.gov/sp/cd/ci/allmbs.asp>

California Department of Social Services, Licensing Information: <http://ccl.d.ca.gov/PG492.htm>

~~California Department of Social Services: <http://www.edss.ca.gov>~~

California Head Start Association: <http://caheadstart.org>

California School-Age Consortium: <http://calsac.org>

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

National Association for the Education of Young Children: <http://www.naeyc.org>

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

Policy Adopted: ~~03/14/2012~~ **12/09/2015**

ORCUTT UNION SCHOOL DISTRICT
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: December 9, 2015

BOARD AGENDA ITEM: Board Policy 5148.3

PRESCHOOL/EARLY CHILDHOOD EDUCATION

BACKGROUND: Policy updated to reflect the mandate for districts offering California State Preschool Program (CSPP) programs to develop written admissions policies and procedures with specified components. Policy also updated to reflect new law (SB 858, 2014) which (1) authorizes districts to use a portion of a reserve fund for purposes of staff development for CSPP instructional staff and (2) establishes the early learning quality rating and improvement system (QRIS) block grant to support continuous local improvement efforts that increase the number of low-income children in high-quality preschool programs.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revisions to BP 5148.3.

FUNDING: No funding implications.

Students

PRESCHOOL/EARLY CHILDHOOD EDUCATION

The Board of Trustees recognizes that high-quality preschool experiences ~~for~~ **helps** children ages 3-4 years ~~help them to~~ develop knowledge, skills, **abilities** and attributes necessary ~~to be successful in school and provide for a smooth~~ **successful** transition into the elementary education program. ~~Such~~ **Early education** programs should provide developmentally appropriate activities in a safe, ~~well-adequately~~ supervised, **and** cognitively rich environment.

~~(cf. 6170.1 - Transitional Kindergarten)~~

Collaboration with Community Programs

The Superintendent or designee shall collaborate with **the local child care and development planning council**, other **public** agencies, organizations, the county office of education, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a **comprehensive districtwide and/or** community-wide plan to increase children's access to high-quality preschool programs.

~~(cf. 1020 - Youth Services)~~

~~(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)~~

~~(cf. 5148 - Child Care and Development)~~

The Superintendent or designee shall provide information about preschool options in the community ~~shall be provided~~ to parents/guardians upon request.

~~The Superintendent or designee shall establish partnerships with feeder preschools to facilitate articulation of the preschool curriculum with the district's elementary education program.~~

~~(cf. 6143 - Courses of Study)~~

District Preschool Programs

When the Board determines that it is feasible, the district may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near district schools.

The Board shall approve for the district's preschool program a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation. (5 CCR 18271)

The Board shall set priorities for establishing or expanding services as resources become available. ~~In so doing, the Board shall give~~**ing** consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

(cf. 6171 - Title I Programs)

On a case-by-case basis, the Board shall determine whether the district shall directly administer preschool programs or contract with public or private providers to offer such programs.

Facilities for preschool classrooms shall be addressed in the district's facilities master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classrooms and/or facilities available through partnering organizations **or agencies**.

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

~~To encourage participation in the district's preschool program and meet the child care needs of parents/guardians, the Superintendent or designee shall recommend strategies to link the district's preschool program with other available child care and development programs in the district or community.~~

~~*(cf. 5148 - Child Care and Development)*~~

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning. ~~Program staff shall encourage volunteerism in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.~~

~~*(cf. 1240 - Volunteer Assistance)*~~

~~*(cf. 5020 - Parent Rights and Responsibilities)*~~

~~*(cf. 6020 - Parent Involvement)*~~

The Superintendent or designee shall coordinate planning efforts for the district's preschool program, transitional kindergarten program, and elementary education program to provide a developmental continuum that builds upon children's growing skills and knowledge.

(cf. 6011 - Academic Standards)

(cf. 6170.1 - Transitional Kindergarten)

The district's program shall be aligned with preschool learning foundations and curriculum frameworks developed by the California Department of Education which identify the knowledge, skills, and competencies that children typically attain as they complete their

first or second year of preschool. The Program components shall be designed to facilitate children's development in essential skills related to language and literacy, mathematics, address social-emotional, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development and cognitive development in key areas that are necessary for kindergarten readiness.

The district's preschool program shall provide appropriate services to support the needs of English learners and children with disabilities.

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6174 - Education for English Language Learners)

The district shall encourage volunteerism in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.

(cf. 1240 - Volunteer Assistance)

To maximize the ability of children to succeed in the preschool program, the program staff shall support children's health through proper nutrition and physical activity and shall provide or make referrals to health and social services as needed.

(cf. 3550 - Food Services/Child Nutrition Program)
(cf. 5030 - Student Wellness)
(cf. 5141.31 - Immunizations)

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in district preschool programs possess the appropriate permit(s) issued by the Commission on Teacher Credentialing, meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

(cf. 4112.2 - Certification)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4131 - Staff Development)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 4331 - Staff Development)

Preschool admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement. (CCR 18105; 22 CCR 101218)

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements. (5 CCR 18279)

The Superintendent or designee shall regularly report to the Board regarding enrollments in district preschool programs and the effectiveness of the programs in preparing preschoolers for transition into the elementary education program.

~~(cf. 6190—Evaluation of the Instructional Program)~~
(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

8200-8499.10 *Child Care and Development Services Act, especially:*
8200-8209 *General provisions for child care and development services*
8230-8233 *Migrant child care and development program*
8235-8239 *California State Preschool Program*
8240-8244 *General child care and development programs*
8250-8252 *Programs for children with special needs*
8263 *Eligibility and priorities for subsidized child development services*
8263.3 *Disenrollment of families due to reduced funding levels*
8300-8303 *Early Learning Quality Improvement System Advisory Committee*
8360-8370 *Personnel qualifications*
8400-8409 *Contracts*
8493-8498 *Facilities*
8499.3-8499.7 *Local child care and development planning councils*
48000 *Transitional kindergarten*
~~54740-54749 *Cal-SAFE program for pregnant/parenting students and their children*~~

HEALTH AND SAFETY CODE

1596.70-1596.895 *California Child Day Care Act*
1596.90-1597.21 *Day care centers*
120325-120380 *Immunization requirements*
CODE OF REGULATIONS, TITLE 5
18000-18434 *Child care and development programs, especially:*
18130-18136 *California State Preschool Program*
18295 *Waiver of qualifications for site supervisor*
80105-80125 *Permits authorizing service in child development programs*

UNITED STATES CODE, TITLE 20

6311-6322 *Title I, relative to preschool*
6319 *Qualifications for teachers and paraprofessionals*
6371-6376 *Early Reading First*
6381-6381k *Even Start family literacy programs*
6391-6399 *Education of migratory children*
UNITED STATES CODE, TITLE 42
9831-9852 *Head Start programs*
9858-9858q *Child Care and Development Block Grant*
CODE OF FEDERAL REGULATIONS, TITLE 22
101151-101239.2 *General requirements, licensed child care centers, including:*
101151-101163 *Licensing and application procedures*
101212-101231 *Continuing requirements*
101237-101239.2 *Facilities and equipment*
CODE OF FEDERAL REGULATIONS, TITLE 45
1301-1310 *Head Start*

Management Resources:

CSBA PUBLICATIONS

~~*Expanding Access to High-Quality Preschool Programs: A Resource and Policy Guide for School Leaders,*~~

~~2005~~2008

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Preschool Learning Foundations, Vol. 1, 2008

14-02 Enrolling and Reporting Children in California State Preschool Programs, April 2014

12-08 Disenrollment Due to 2012-13 Budget Reduction for California State Preschool Programs, Management Bulletin, July 2012

Dream Big for Our Youngest Children: Final Report of the California Early Learning Quality Improvement System Advisory Committee, 2010

Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2007 2nd ed. 2009

Prekindergarten Learning Development Guidelines, 2000

First Class: A Guide for Early Primary Education, 1999

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Good Start, Grow Smart, April 2002

WEB SITES

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

California Association for the Education of Young Children: <http://www.caeyc.org>

California Children and Families Commission: <http://www.cafc.ca.gov>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

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

California Head Start Association: <http://caheadstart.org>

California Preschool Instructional Network: <http://www.cpin.us>

Child Development Policy Institute: <http://www.cdpi.net>

Cities, Counties, and Schools Partnership: <http://www.ccspartnership.org>

First 5 Association of California: <http://www.f5ac.org>

National Institute for Early Education Research: <http://nieer.org>

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

Preschool California: <http://www.preschoolcalifornia.org>

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

Policy Adopted: ~~4/10/2013~~ 12/09/2015

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Educational Services

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

December 1, 2015

TO: Deborah Blow, Superintendent

FROM: Holly Edds
Assistant Superintendent, Educational Services

BOARD MEETING DATE: December 9, 2015

BOARD AGENDA ITEM: California Department of Education Library Survey

BACKGROUND: As required by California Education code 18122, all nine district schools have completed the 2014-2015 State Library Survey. The attached results from this online survey are also available online by going to the California Department of Education website.

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

RECOMMENDATION: N/A

FUNDING: No impact to General Fund



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CDE School Library Survey

School Responses

School Information

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

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?
Yes, our school had a library located on campus.

2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
21 - 25

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

(A) Before classes start
(B) During class time
(C) During breaks (for example, nutrition)
(D) During lunch

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

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

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

7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent

8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.
(M) None

9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
12,500 - 14,999

10. How do you classify your biographies?
92

11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.
2000

12. Check one or more of the following technologies available in or through the school library in the 2014-2015 academic year.

(A) Automated catalog
(B) Library Web page with access to online catalog
(D) Automated library circulation
(I) Video collection and/or video streaming
(K) Audio books (in any format, e.g., for MP3 player)

13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)
Less than \$2,000

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

15. How much money was spent in the school library for the purchase of library materials **other than books** during the 2014-2015 academic year? Include periodicals (paper or electronic), technology and media resources, and related equipment. Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared



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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045777
School: Joe Nightingale Elementary
Address: 255 Winter Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?

Yes, our school had a library located on campus.

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

26 - 30

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

- (A) Before classes start
- (B) During class time
- (C) During breaks (for example, nutrition)
- (D) During lunch
- (E) After school

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

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

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

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

Yes

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

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

8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year.

Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.

15,000 - 17,499

10. How do you classify your biographies?

92

11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.

1995

12. Check one or more of the following technologies available in or though the school library in the 2014-2015 academic year.

- (A) Automated catalog
- (B) Library Web page with access to online catalog
- (D) Automated library circulation
- (E) Automated textbook circulation
- (F) Internet access for students
- (I) Video collection and/or video streaming
- (J) DVDs or laser disks

13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)

Less than \$2,000

Change Text Size: [A](#) [A](#) [A](#)



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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045785

School: Orcutt Junior High

Address: 608 Pinal St.

City: Santa Maria

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?

Yes, our school had a library located on campus.

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

16 - 20

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

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(D) During lunch

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

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

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

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

Yes

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

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

8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year.

Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.

12,500 - 14,999

10. How do you classify your biographies?

92

11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.

1979

12. Check one or more of the following technologies available in or through the school library in the 2014-2015 academic year.

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)

Less than \$2,000

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

15. How much money was spent in the school library for the purchase of library materials **other than books** during the 2014-2015 academic year?

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

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 17.)



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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045793
School: Patterson Road Elementary
Address: 400 Patterson Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?

Yes, our school had a library located on campus.

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

21 - 25

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

(A) Before classes start

(B) During class time

(C) During breaks (for example, nutrition)

(E) After school

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

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

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

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

Yes

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

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

8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year.

Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.

15,000 - 17,499

10. How do you classify your biographies?

92

11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.

1993

12. Check one or more of the following technologies available in or through the school library in the 2014-2015 academic year.

(A) Automated catalog

(B) Library Web page with access to online catalog

(D) Automated library circulation

(E) Automated textbook circulation

(F) Internet access for students

13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)

Less than \$2,000

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

15. How much money was spent in the school library for the purchase of library materials **other than books** during the 2014-2015 academic year?

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

Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared



CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045751
School: Lakeview Junior High
Address: 3700 Orcutt Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?

Yes, our school had a library located on campus.

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

11 - 15

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

- (A) Before classes start
- (B) During class time
- (C) During breaks (for example, nutrition)
- (D) During lunch

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

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

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

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

Yes

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

Less than half-time equivalent

8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.

(G) Online productivity tools (e.g., Google Docs, Zoho, Open Office, Evernote)

9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.

5,000 - 7,499

10. How do you classify your biographies?

92

11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.

1996

12. Check one or more of the following technologies available in or through the school library in the 2014-2015 academic year.

- (A) Automated catalog
- (B) Library Web page with access to online catalog
- (D) Automated library circulation
- (E) Automated textbook circulation
- (F) Internet access for students

13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)

Less than \$2,000

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

15. How much money was spent in the school library for the purchase of library materials **other than books** during the 2014-2015 academic year? Include periodicals (paper or electronic), technology and media resources, and related equipment. Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 17.)

No Budget

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

17. Check one or more of the following funds used to purchase library materials during the 2014-2015 academic year. While some of these funds are no longer available, it is possible they were available to use in 2014-2015.

(A) General/LCFF (district or site)

Change Text Size: [A](#) [A](#) [A](#)



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CDE School Library Survey

School Responses

School Information

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

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?
Yes, our school had a library located on campus.
2. During a normal school week, (not summer or vacations) how many hours was the school library open for students?
16 - 20
3. Based upon when the school library was open for students, either on their own, with passes, or with classes, check one or more of the following to indicate when students could access the library.
(B) During class time
(C) During breaks (for example, nutrition)
(E) After school
4. Did you have at least one of the following paid credentialed staff working in the school library?
None of the above (This response will take you immediately to question 6.)
5. Select the phrase below that best describes the paid hours worked by the credentialed staff.
6. Did you have at least one paid classified employee working in the school library?
Yes
7. Select the phrase below that best describes the paid hours worked by the classified library employee(s).
Half-time or more, but not full-time equivalent
8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.
(M) None
9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.
10,000 - 12,499
10. How do you classify your biographies?
92
11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.
1998
12. Check one or more of the following technologies available in or though the school library in the 2014-2015 academic year.
(A) Automated catalog
(B) Library Web page with access to online catalog
(D) Automated library circulation
(E) Automated textbook circulation
(I) Video collection and/or video streaming
(J) DVDs or laser disks
13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year? Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)
Less than \$5,000
14. If you spent more than \$100,000 on books, enter the amount here.
15. How much money was spent in the school library for the purchase of library materials **other than books** during the 2014-2015 academic year? Include periodicals (paper or electronic), technology and media resources, and related equipment. Do not include salaries, conference expenses, routine supplies, maintenance agreements, district purchases of shared electronic databases, etc. (Any answer other than "\$100,000 or greater" will take you to question 17.)
No Budget
16. If you spent more than \$100,000 on materials other than books, enter the amount here.
17. Check one or more of the following funds used to purchase library materials during the 2014-2015 academic year. While some of these funds are no longer available, it is possible they were available to use in 2014-2015.
(A) General/LCFF (district or site)
(C) Fund-raising (parent groups, book fairs, etc)



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CDE School Library Survey

School Responses

School Information

CDS Code: 42-69260-6045744
School: Ralph Dunlap Elementary
Address: 1220 Oak Knoll Rd.
City: Santa Maria

Select Academic Year

Academic Year: 2014-2015

2014-2015 Academic Year Responses

1. Did you have a dedicated common area in your school designated as the library in the 2014-2015 academic year?

Yes, our school had a library located on campus.

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

21 - 25

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

- (A) Before classes start
- (B) During class time
- (C) During breaks (for example, nutrition)
- (D) During lunch

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

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

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

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

Yes

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

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

8. When working with students on units of instruction—alone or in collaboration with classroom teachers— check the box or boxes that describe the social networking tools you used in the 2014-2015 academic year.

(M) None

9. Enter the number of books in the school library collection at the end of the 2014-2015 academic year. Include reference books in your count, both print and digital books (eBooks), and count each reference volume as one.

12,500 - 14,999

10. How do you classify your biographies?

92

11. Enter the average copyright date of the books in the library's **biography** section. Include books in the biography circulating section, biography reference section, and biography digital titles owned by the library.

1995

12. Check one or more of the following technologies available in or through the school library in the 2014-2015 academic year.

- (A) Automated catalog
- (B) Library Web page with access to online catalog
- (D) Automated library circulation
- (E) Automated textbook circulation
- (F) Internet access for students
- (I) Video collection and/or video streaming
- (J) DVDs or laser disks

13. How much money was spent in the school library for the **purchase of library books** during the 2014-2015 academic year?

Include both print titles and digital titles (eBooks). Include processing costs if purchased with library books. (Any answer other than "\$100,000 or greater" will take you to question 15.)

Less than \$5,000

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