

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, January 16, 2019
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 Susan Salucci
 - 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.
6. Conference with Legal Counsel: Anticipated Litigation Pursuant to California Government Code section 54956.9(d) (2).

RECONVENE TO PUBLIC SESSION 7:15 P.M.

- B. Public Report on Action Taken in Closed Session
- C. Adoption of January 16, 2019, Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

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

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

D. Superintendent's Report

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

- 1. OCAF Report
- 2. Olga Reed Presentation
- 3. District Response to Vaping
- 4. Facilities Update

E. Public Comment

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

F. Written Communication

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

CONSENT AGENDA ITEMS

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Board Meeting, December 12, 2018
- E. Board Policy 6170.1, Transitional Kindergarten, for second reading
- F. Board Policy 6190, Evaluation of the Instructional Program, for second reading
- G. Williams/Valenzuela Uniform Complaints

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Consolidation of Charter and Regular Board Meetings

It is recommended that the Board meeting calendar be changed to consolidate the Charter and Regular Board meetings. Starting in February there will be one combined Board meeting with closed session starting at 6:00 pm and general meeting starting at 6:30 pm.

Moved _____ Second _____ Vote _____

B. BUSINESS SERVICES

1. Construction Change Orders – Indoor Environmental Services (IES) Agreement, Prop 39

It is recommended that the Board of Trustees approve the two attached change orders and authorize payment, as submitted.

Moved _____ Second _____ Vote _____

2. Notice of Completion, Alice Shaw Site Safety and Security Project

It is recommended that the Board of Trustees approve the Notice of Completion, for the Alice Shaw Site Safety and Security Project, as submitted.

Moved _____ Second _____ Vote _____

3. Deductive Change Orders – Big Wakoo Fence, Inc., and RK & G Construction, Inc. Alice Shaw Site Safety and Security Project

It is recommended that the Board of Trustees approve the Deductive Change Orders for Big Wakoo Fence, Inc., and RK & G Construction, Inc. for the Alice Shaw Site Safety and Security Project, as submitted.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Board Policy 5148.3, Preschool/Early Childhood Education

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

Moved _____ Second _____ Vote _____

2. Board Policy 6145.2, Athletic Competition

It is recommended that the Board of Trustees adopt the revisions to Board Policy 6145.2, Athletic Competition, for the first reading and that it is placed on the next Consent Agenda for the second reading.

Moved _____ Second _____ Vote _____

3. Board Policy 6152.1, Placement in Mathematics Courses

It is recommended that the Board of Trustees adopt the revisions to Board Policy 6152.1, Placement in Mathematics Courses, for the first reading and that it is placed on the next Consent Agenda for the second reading.

Moved _____ Second _____ Vote _____

4. Board Policy 6178, Career Technical Education

It is recommended that the Board of Trustees adopt the revisions to Board Policy 6178, Career Technical Education, for the first reading and that it is placed on the next Consent Agenda for the second reading.

Moved _____ Second _____ Vote _____

D. HUMAN RESOURCES

1. CalState TEACH Memorandum of Understanding Agreement

It is recommended that the Board of Trustees approve the CalState TEACH Memorandum of Understanding and Agreement to provide Student Teacher Placement for CalState TEACH students in the Teacher Preparation Program with the Orcutt Union School District, as submitted.

Moved _____ Second _____ Vote _____

2. Revision of Classified Substitute Pay Rate

It is recommended that the Board of Trustees approve the attached Classified Substitute Pay Schedule effective, February 1, 2019, as submitted.

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

1. Items from the Board

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, February 13, 2019, 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
 Orcutt Union School District
 January 16, 2019

TO: Deborah Blow, Ed.D.

SUBMITTED BY: Susan Salucci, Assistant Superintendent/Human Resources



SUBJECT: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Hours Range	Rate of Pay	Effective	Action/Information
Bonner, Krista	Pupil Services	Instructional Assistant I & II, Substitute	11 & 12	\$13.36 & \$13.69 per hour		Substitute
McAllister, Susan	Pupil Services	Instructional Assistant I, Substitute	11	\$13.36 per hour		Substitute
Moody, Priscilla	Transportation	Bus Attendant & Driver, Substitute	11 & 15	\$14.48 & \$15.98 per hour		Substitute
Mowry, Neva	Transportation	Bus Driver	18/6	\$150.00 monthly	3/1/2019	Longevity – 15 years
Sampson, Yolanda	Campus Connection	Child Care Assistant	6/6	\$150.00 monthly	3/1/2019	Longevity – 15 years
Whitham, Katherine	Pupil Services	Instructional Assistant, Substitute			11/25/2018	Resignation

ORCUTT UNION SCHOOL DISTRICT

Certificated Personnel Action Report

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: Board Meeting of January 16, 2019

RE: *RECOMMENDATIONS FOR APPROVAL AND RATIFICATION*

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Ayers, Kelly	Olga Reed	Extra Duty	\$47.10/hr	11/8-11/27/18	IEP Meetings, 4 hrs
Barbour, Katherine	Patterson	Extra Duty	\$40/hr	9/28-11/29/18	IEP Meetings, 3.75 hrs
Barnewolt, Janene	Nightingale	Extra Duty	\$47.10/hr	11/2-11/15/18	IEP Meetings, 2.33 hrs
Belanger, Rebecca	Pine Grove	Extra Duty	\$40/hr	11/1/18 11/5/18	Staff Development prep, 1 hr IEP Meeting, 1 hr
Benedict, Patricia	Patterson	Hourly	\$25	11/2-11/30/18	Intervention, 78 hrs
Blanchard, Kimberly	Nightingale	Hourly	\$25	11/2-11/29/18	SIPPS, 99.5 hrs
Bormes, Lori	Dunlap	Hourly	\$25	11/5-11/28/18 11/2/18	Art Enrichment, 39 hrs Proctor, 1 hr
Brickey, Patrick	Lakeview	Extra Duty	\$40/hr	11/30/18 11/6-11/28/18	Saturday School, 2.5 hrs After School Computer Lab, 4 hrs
Brown, Lindsay	Nightingale	Extra Duty	\$40/hr	11/27/18	IEP Meeting, .75 hr
Buchanan, Sarah	Pine Grove	Hourly	\$25	11/2-11/30/18	Intervention, 64.5 hrs
Cabrera, Kristen	Patterson	Hourly	\$25	11/2-11/9/18	NWEA Proctor, 32.5 hrs
Callis, Wendy	Patterson	Extra Duty	\$40/hr	11/5/18	IEP Meeting, 1 hr
Camacho, Diane	Nightingale	Hourly	\$25	11/2-11/29/18	SIPPS, 91.5 hrs
Cantrell, Andrea	Dunlap	Hourly	\$25	11/2-11/30/18	Intervention, 90 hrs
Cleveland, Paul	Lakeview	Extra Duty	\$40/hr	11/28/18 11/5-11/15/18	Articulation, 5 hrs Sysop, 5 hrs
Cooper, Lisa	Nightingale	Extra Duty	\$40/hr	11/29/18	IEP Meeting, 1 hr
Cora, Kiersten	Orcutt	Daily	\$110	11/29-11/30/18	Shadowing for long term, 2 days
Cutler, Elizabeth	Lakeview	Extra Duty	\$50/ea	11/30/18	JH Sport Supervisor, 1 game
Dacus, Cody	Patterson	Hourly	\$25	11/6-11/8/18	Intervention, 12 hrs

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
DelCarmen, Maria	Lakeview	Extra Duty	\$50/ea	11/6/18	JH Sport Supervisor, 1 game
Dell'Armo, Rosie	Orcutt	Extra Duty	\$40/hr	11/15/18	After School Computer Lab, 1 hr
DePalma-Steed, Bridgette	Patterson	Extra Duty	\$40/hr	12/4/18	IEP Meeting, 1 hr
Dunne, Anthony	Patterson	VI-6	\$65,491	2018-19	Correction to placement/Masters
Fanshier, Rebecca	Pine Grove	Hourly	\$25	11/2-11/30/18	Intervention, 65 hrs
Fenske, Christina	Olga Reed	Hourly	\$25	11/6-11/27/18	Garden, 8 hrs
Fichter, Megan	Lakeview	Extra Duty	\$40/hr	11/6-11/29/18	Detention, 4.5 hrs
Freeland, Susan	Nightingale	Hourly	\$25	10/23-11/29/18	SIPPS, 91 hrs
Galanti, Alena	Orcutt	Extra Duty	\$40/hr	10/10-11/14/18	Articulation, 125 hrs
Hawkins, Markie	Nightingale	Extra Duty	\$40/hr	11/15/18	IEP Meeting, 1.33 hrs
Heath, Ashley	Shaw	Hourly	\$25	11/16-11/30/18	SIPPS, 71.5 hrs
Henry, Kristi	Nightingale	Extra Duty	\$47.10/hr	11/15-11/28/18	IEP Meetings, 1.25 hrs
Hernandez, Selina	Lakeview	Extra Duty	\$40/hr \$50/ea	11/28/18 11/5/18	Articulation, 1.5 hrs JH Sports Supervisor, 1 game
Hildebrant, Jennifer	Pine Grove	Extra Duty	\$40/hr	11/15/18	IEP Meeting, 1.17 hrs
Hinden, Susan	Patterson	Extra Duty	\$40/hr	11/9/18	IEP Meeting, 1 hr
Holladay, Brittany	Dunlap	Hourly	\$25	11/2-11/30/18	Intervention, 90 hrs
Jackson, Kacie	Orcutt	Extra Duty	\$40/hr	11/14/18 11/30/18	Worked Prep, 1 hr Sysop, 2.5 hrs
Kaczor, Grazyna	Orcutt	III-5	\$55,140* \$1,250* \$2,500	1/14/19	Probationary Signing Bonus (half) 1 st Year 2 nd Year Signing Bonus
Kantorowski, Jennifer	Olga Reed	Hourly	\$25	11/5-11/30/18 11/2-11/9/18	Title 1 Support Teacher, 45.5 hrs NWEA Proctor, 22.42 hrs
Kirby, Jeff	Orcutt	Extra Duty	\$40/hr	10/10-11/14/18	Articulation, 5 hrs
Kuykendall, Colleen	Patterson	Extra Duty	\$40/hr	9/13-11/6/18	IEP Meetings, 2 hrs
Larrabee, Jennifer	Patterson	Hourly	\$25	11/2-11/30/18	Art Enrichment, 59.5 hrs
Lee, Tanya	Olga Reed	Extra Duty	\$40/hr	11/1/18	Staff Development Prep, 1.5 hrs
Lindemulder, Gerald	Orcutt	Extra Duty	\$40/hr	11/6-11/29/18	Detention, 6 hrs
Luis, Michael	Olga Reed	Extra Duty	\$40/hr	11/18/18	IEP Meeting, 1 hr
Manfredi, Patricia	Lakeview	Extra Duty	\$40/hr	11/6-11/28/18	Intervention, 6 hrs
May, Dawn	Pine Grove	IV-1	\$50,614*	1/14/19	Temporary
McGarity, Susan	Pine Grove	Extra Duty	\$40/hr	11/2-11/30/18	Before/After School Band, 11 hrs
Millan, Laurie	Shaw	Hourly	\$25	11/2-11/30/18	Intervention, 70.5 hrs
Miller, Ashley	Shaw	Extra Duty	\$47.10/hr	11/29/18	IEP Meeting, .5 hr

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Murch, Tamara	Orcutt	Hourly	\$25	11/2-11/29/18	Title 1 Support Teacher, 60.5 hrs
Naess, Jennifer	Patterson	Extra Duty	\$47.10/hr	11/2-11/30/18	IEP Meetings, 7.58 hrs
Norling, Michaela	Pine Grove	Extra Duty	\$47.10/hr	11/5-11/29/18	IEP Meetings, 2.91 hrs
Ortiz, Patricia	Nightingale	Extra Duty	\$40/hr	11/5-11/26/18	IEP Meetings, 4.75 hrs
Papworth, Lara	District	Hourly	\$25	11/7-12/5/18	ELPAC, 1.75 hrs
Parker, Elizabeth	Nightingale	Extra Duty	\$40/hr	11/29/18	IEP Meeting, .75 hr
Parker, Jessica	Nightingale	Extra Duty	\$47.10/hr	11/27/18	IEP Meeting, 1.5 hrs
Parsley, Meghan	Shaw	Hourly	\$25/hr	11/2-11/30/18	Intervention, 78.5 hrs
Partida, Kristi	Lakeview	Extra Duty	\$40/hr	10/10-11/14/18	Articulation, 7.5 hrs
Perales, Anita	Nightingale	Extra Duty	\$47.10/hr	11/5-11/29/18	IEP Meetings, 4.9 hrs
Perez, Cecilia	Orcutt	Extra Duty	\$47.10/hr \$40/hr	10/16-11/8/18 11/14/18	IEP Meetings, 3.5 hrs Worked Prep, 1 hr
Qian, Susan	Olga Reed	Extra Duty	\$47.10/hr	11/13/18	IEP Meeting, 1 hr
Richardson, Laura	Nightingale	Hourly	\$25	11/2-11/9/18 11/9-11/15/18 11/5-11/28/18	NWEA Proctor, 11.75 hrs SIPPS, 12 hrs Art Enrichment, 45 hrs
Robertson, Donald	Pine Grove	Extra Duty	\$40/hr	11/26/18	IEP Meeting, .83 hr
Rowe, Tiffany	Shaw Pine Grove	Hourly	\$25	11/7-11/30/18 11/5-11/28/18	Art Enrichment, 42 hrs Art Enrichment, 36 hrs
Salvesen, Kris	Pine Grove	Hourly	\$25	11/2-11/30/18	Intervention, 48.75 hrs
Sanders, Greg	Lakeview	Extra Duty	\$40/hr	11/8-11/29/18	After School Computer Lab, 3 hrs
Saylor, Jennifer	Nightingale	Extra Duty	\$40/hr	11/5/18	IEP Meeting, .5 hr
Schubert, Danielle	Orcutt	Extra Duty	\$40/hr	11/14-11/16/18	Worked Prep, 1.5 hrs
Sharp, Augusta	Orcutt	Extra Duty	\$40/hr \$47/10/hr	11/13-11/28/18 10/16/18	Worked Prep, 2 hrs IEP Meeting, 1.42 hrs
Sheahan, Jonathan	Lakeview	Extra Duty	\$40/hr	11/14/18	Articulation, 5 hrs
Shuffield, Jamie	Nightingale	Hourly	\$25	11/27/18 11/8-11/15/18 11/1/18	IEP Meeting, 1.25 hrs Long Term Sub, Report Card Entry, 8 hrs Staff Development, 6 hrs
Slovek, Julie	Pine Grove	Extra Duty	\$40/hr	11/29/18	IEP Meeting, 1.5 hrs
Smith, April	Lakeview	Hourly	\$25	11/2-11/30/18	Title 1 Support Teacher, 35.5 hrs
Smithson, Allen	Dunlap Shaw	Extra Duty	\$40/hr	9/24-11/27/18 9/27-11/30/18	Before/After School Band, 19 hrs Before/After School Band, 11.75 hrs
Stapp, Haylee	Patterson	Extra Duty	\$47.10/hr	11/5-11/30/18	IEP Meetings, 7.42 hrs
Sternjacob, Zachary	District Orcutt	Extra Duty	\$40/hr	11/16-11/30/18 11/2-11/27/18	Home/Hospital, 6 hrs Worked Prep, 10.5 hrs
Swack, Stefani	Nightingale	Stipend	\$924	2018-19	Yearbook
Taubenheim, Michael	Orcutt	Extra Duty	\$40/hr	11/13-11/28/18	Worked Prep, 2.67 hrs

<i>NAME</i>	<i>SCHOOL</i>	<i>CLASS/ STEP</i>	<i>SALARY</i>	<i>EFFECTIVE DATE</i>	<i>ACTION INFORMATION</i>
Valdovinos, Mariana	Orcutt	Extra Duty	\$40/hr	11/28/18	Articulation, 1.5 hrs
Vertrees, Katherine	Lakeview	Extra Duty	\$50/ea	11/23-11/6/18	JH Sport Supervisor, 2 games
Vidal, Jerred	Lakeview	Extra Duty	\$40/hr	11/7-11/14/18	After School Computer Lab, 2 hrs
Whitehair, Steven	Patterson	Extra Duty	\$47.10/hr	11/13/18	IEP Meeting, 2.25 hrs
Whitted, Dana	Olga Reed	Hourly	\$25	11/5-11/30/18 11/8-11/29/18	Intervention, 65.5 hrs Art Enrichment, 6 hrs
Wiggins, Paula	Olga Reed	Extra Duty	\$40/hr	11/26/18	IEP Meeting, 1 hr
Winkelpleck, Lyn	Orcutt	Extra Duty	\$40/hr	11/14/18 11/6-11/29/18	Worked Prep, .67 hr After School Computer Lab, 5 hrs
Winters, Gabriella	Dunlap	Extra Duty	\$47.10/hr	8/5-11/27/18	IEP Meetings, 5.15 hrs
Yamaichi, Anna	Olga Reed	Hourly	\$25	11/2-11/30/18 11/2-11/30/18	Art Enrichment, 9.5 hrs Title 1 Support Teacher, 63.5 hrs
Yamamoto, Alana	Dunlap	Extra Duty	\$47.10/hr	11/13-11/30/18	IEP Meetings, 2.5 hr
York, Sarah	Patterson	Hourly	\$25	11/2-11/30/18	SIPPS, 84 hrs
Zimmerman, Liz	Pine Grove	Extra Duty	\$40/hr	11/5/18	IEP Meeting, 1 hr
Zucker, Anna	Orcutt	Extra Duty	\$40/hr	10/10-10/17/18	Articulation, 4 hrs

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 MINUTES
December 12, 2018**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, December 12, 2018, beginning with Dr. Peterson calling Public Session to order at 6:45 p.m. The Pledge of Allegiance was led by Bob Hatch. Members Present: Peterson, Hatch, Phillips, Morinini, Steller, Waffle and Henderson. Administrators Present: Blow, Con, Edds, Salucci and Fell.

SWEARING IN OF NEW ELECTED BOARD MEMBERS

Dr. Peterson introduced Dr. Susan Salcido, Superintendent of the Santa Barbara County Education Office, who administered the Oath of Office to Newly Elected Board Members, Mark Steller, Melanie Waffle and Shaun Henderson.

ELECTION OF THE BOARD PRESIDENT

It was moved by Jim Peterson, seconded by Liz Phillips and carried to elect Lisa Morinini as the Board President. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

ELECTION OF THE BOARD CLERK

It was moved by Mark Steller, seconded by Shaun Henderson and carried to approve Liz Phillips as the Board Clerk. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

DESIGNATION OF SUPERINTENDENT AS SECRETARY TO THE BOARD

It was moved by Melanie Waffle, seconded by Liz Phillips and carried to approve Dr. Deborah Blow as the Secretary to the Board. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

SETTING OF DATE, TIME AND PLACE FOR ALL REGULAR BOARD MEETINGS IN 2019

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to approve dates, time and place for all Regular Board Meetings in 2019, as submitted. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

SELECTION OF A REPRESENTATIVE TO THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to approve Liz Phillips as the Representative to the County Committee on School District Organization. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

ADJOURN TO CLOSED SESSION

It was moved by Liz Phillips seconded by Melanie Waffle and carried to adjourn to Closed Session at 6:57p.m. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 7:25 p.m. Lisa Morinini reported that no action was taken in closed session. It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the December 12, 2018, agenda as presented. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

SUPERINTENDENT'S REPORT

Lee Ann Luongo, Director of the Orcutt Children's Arts Foundation (OCAF), gave an OCAF update. She showed the board some sample of art gifts that students painted for OCAF supporters. She showed the "Save the Date Card" for the OCAF Gala that will be held in February. Jonathan Dollahite, Lakeview Principal introduced his new choir director, Sarah Slezak. The Lakeview Choir sang two holiday songs. Scott Gustafsson, Senior Partner with our audit firm, Vavrinek, Trine, Day & Co. (VTD) gave a presentation on our 2017-18 Audit. Donnie Miller, Construction Manager with Diani Building Corp. gave a Bond Facilities update.

PUBLIC COMMENT

Phyllis Jackson welcomed the new board members and informed the board she was re-elected as CSEA President for another two-year term. Monique Segura welcomed the new board members and gave an OEA update. She thanked the board and Dr. Blow for arranging the Vaping parent meetings.

Written Communication

Santa Barbara County Office of Education sent a written communication stating they reviewed the district's Public Disclosure of Proposed Collective Bargaining Agreement. Dr. Blow received an email from a Parent regarding Excellent Faculty. She complimented Ms. Kozel, Ms. Naess and Ms. De Palma-Steed at Patterson Elementary School.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Board Meeting, November 14, 2018
- E. 2018 Local Agency Biennial Notice Amendment to Conflict of Interest Code
- F. Board Policy 1400, Relations Between Other Governmental Agencies and the schools, for second reading
- G. Board Policy 3320, Claims and Actions Against the District, for second reading
- H. Board Policy, 0415, Equity for second reading
- I. Board Policy 3515.21, Unarmed Aircraft Systems (Drones), for second reading

It was moved by Liz Phillips, seconded by Melanie Waffle, and carried to approve Consent Agenda Items A through I, as submitted. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

ACTION AGENDA ITEMS

Acceptance of Gifts:

It was moved by Liz Phillips, seconded by Mark Steller, and carried to approve the Patterson Road gift of assorted boxes of school supplies from Cal Poly University Store, and the gift of the use of the Full of Life Flatbread restaurant for Olga Reed and the District Culinary Class. The board ask that a letter of acceptance and appreciation be forwarded to the Cal Poly University Store and the Full of Life Flatbread Restaurant. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

First Interim Report, Orcutt Union School District General Fund 2018/19

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to approve the First Interim Report, Orcutt Union School District General Fund for 2018/19 as submitted. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

2017/18 Audit Report

It was moved by Melanie Waffle, seconded by Mark Steller and carried to accept the audit report ending June 30, 2018, as presented. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

2018/2019 Resolution No. 7, Delegation of Authority to District Staff

It was moved by Melanie Waffle seconded by Liz Phillips and carried to approve Resolution No. 7, Delegation of Authority to District Staff. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Elementary Furniture Surplus

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to approve the surplus of all the Alice Shaw, Joe Nightingale, Patterson Road, Pine Grove, Ralph Dunlap, Olga Reed and Orcutt Academy Charter K-8 student desks and chairs as submitted. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Surplus Items

It was moved by Melanie Waffle, seconded by Liz Phillips and carried to surplus the list of items, as submitted. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Award Bid of Removal of Playground Structure Sand Project

It was moved by Mark Steller, seconded by Melanie Waffle and carried to award the bid for the Sand Removal around Playground Structures project to Herrera Corporation, for \$205,580, as they were the only responsive bidder. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Board Policy 6170.1, Transitional Kindergarten

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to adopt the revisions to Board Policy 6170.1, Transitional Kindergarten for the first reading and that it be placed on the next Consent Agenda for the second reading. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Board Policy 6190, Evaluation of the Instructional Program

It was moved by Melanie Waffle, seconded by Mark Steller and carried to adopt the revisions to Board Policy 6190, Evaluation of the Instructional Program for the first reading and that it be

placed on the next Consent Agenda for the second reading. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Ratification of Agreement with California School Employees' Association (CSEA) and its Orcutt Chapter #255

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to ratify the negotiated agreement with California School Employees' Association (CSEA) and its Orcutt Chapter #255 to replace existing language in Article 3 to the new language agreed upon on October 17, 2018. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

Antioch University Student Teaching Agreement

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to approve the Antioch University Student Teacher Agreement for Multiple and Single Subject and Education Specialist Credentials with the Orcutt Union School District, as submitted. Ayes: Phillips, Morinini, Steller, Waffle and Henderson.

ITEMS FROM THE BOARD

Non

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, January 16, 2019, with Closed Session beginning at 6:45 p.m. followed by Public Session at 7:15 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to adjourn the meeting at 8:30 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Liz Phillips, Clerk, Board of Trustees

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

District: _____

Name of person completing this form: _____

Title of person completing this form: _____

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

Quarterly report submission date (check one):

April (Jan.—March)

July (April—June)

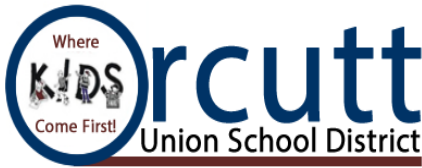
October (July—Sept.)

January (Oct.—Dec.)

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

Signature of district superintendent

Date



SUPERINTENDENT MEMORANDUM

TO: Board of Trustees

FROM: Deborah Blow, Ed.D.
Superintendent

DATE: January 16, 2019

RE: Consolidation of Charter and Regular Board Meetings

BACKGROUND: The District currently has two separate Board meeting each month the OUSD Charter and Regular meetings. The Regular meeting immediately follows the Charter meeting. Since the Charter and the district work under the same Collective Bargaining agreements with both Associations, the Charter and District share the same administrative staff, and the financial and business functions are all handled through the district, there is no longer a need for two separate meetings. Combining the meeting would require less staff time, by not having to prepare two separate agendas, and we would make for more efficient Board meetings without the duplication of some meeting procedures.

It has been recommended that the district combine the board meetings starting in February and from that point forward there will be one combined Board meeting with closed session starting at 6:00 pm and the general meeting starting at 6:30 pm.


RECOMMENDATION: It is recommended that the Board of Trustees approve the consolidation of the Charter and Regular Board Meetings starting February 13, 2019, as submitted.

FUNDING: N/A



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con 
Assistant Superintendent, Business Services

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Construction Change Order - Indoor Environmental Services (IES) Agreement, Prop 39

BACKGROUND: On February 14, 2018, the board authorized staff to enter into an agreement with IES to perform energy efficiency retrofitting improvements. Such improvements included air conditioner replacements at several of our sites, as well as lighting retrofitting. The project was funded by a grant in the approximate amount of \$1.1 million from the state under Prop 39. All retrofitting defined in the Energy Expenditure Plans have been completed and approved by our Director of MOT, Mr. Brad Gitchell and our Construction Manager, Diani Building Corporation.

Attached are two small change orders (#1 and #2) in the amounts of \$8,691.00 and \$5,636, respectively. These were both primarily due to unforeseen conditions associated with existing improvements. Both change orders were necessary to ensure compliance with the state approved Energy Expenditure Plans and for efficiency.

RECOMMENDATION: I recommend the Board of Trustees approve the two attached change orders and authorize payment.

FUNDING: Deferred Maintenance Fund (Fund 14)

Orcutt USD Change Order #2

Agreement: Orcutt Union School District
 Contract for Energy Efficiency Design / Build Services
 Original Agreement Effective Date: April 11, 2018

Agreement Change Order No.: 02 Orcutt USD

This Agreement Change Order, made by and between Orcutt Union School District hereinafter designated as "Customer", and Indoor Environmental Services (dba Famand, Inc), hereinafter designated as "Contractor", mutually agree to the following changes in the above contract between the parties; hereinafter called the "Original Agreement": Change Order #02 provides the following changes to the Original Agreement:

Add and remove the following lighting scope:

Orcutt USD Change Order				
Site	Location	Qty	Issue	Proposal
Alice Shaw	Exterior	2	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 2 wallpack fixtures with customer and provide labor credit
District Office	Reception/hallway	9	These fixtures were not included in the original scope. Existing fixtures are T5, not the standard T8	Retrofit to LED T5 lamps and new electronic ballast
District Office	Exterior	4	The original scope identified a wallpack fixture; the actual solution needed is a security light. There are a total of 5, but only 4 in the original scope.	Leave 4 wallpack fixtures with customer and provide labor credit
Lakeview Junior High	Gym	6	Original scope called out for 30 fixtures, while onsite, identified actual fixture count = 36	Install 36 new LED Highbay fixtures
Lakeview Junior High	Exterior	38	The original scope identified screw in lamps; the actual solution needed is a pin based PL Lamp	Retrofit existing fixtures to LED pin based PL lamps
Lakeview Junior High	Rooms 29,30	2	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 2 wallpack fixtures with customer and provide labor credit
Olga Reed/Orcutt Academy	Kitchen RR	4	These fixtures were not included in the original scope.	Retrofit existing fixtures to LED pin based PL lamps



Orcutt USD Change Order #1

Agreement: Orcutt Union School District
 Contract for Energy Efficiency Design / Build Services
 Original Agreement Effective Date: April 11, 2018

Agreement Change Order No.: 01 Orcutt USD

This Agreement Change Order, made by and between Orcutt Union School District hereinafter designated as "Customer", and Indoor Environmental Services (dba Famand, Inc), hereinafter designated as "Contractor", mutually agree to the following changes in the above contract between the parties; hereinafter called the "Original Agreement":
 Change Order #01 provides the following changes to the Original Agreement:

Remove and replace non-compatible ballasts in the following areas:

Joe Nightingale			Ralph Dunlap Elementary		
Room 5	4 Lamp T8	1	K2	2 Lamp T8	1
Room 7	2 Lamp T8	1	Room 1	4 Lamp T8	1
Room 9	4 Lamp T8	1	Room 4	4 Lamp T8	1
Boys RR	2 Lamp T8	3	Room 5	4 Lamp T8	1
Girls RR	2 Lamp T8	3	Room 8	4 Lamp T8	1
Room6	4 Lamp T8	1	Room 9	2 Lamp T8	2
Mech room	4 Lamp T8	1	Room 9	4 Lamp T8	4
electrical Room	2 Lamp T8	2	Orcutt Highschool		
room 16	4 Lamp T8	1	Room 2	4 Lamp T8	1
Boys RR	2 Lamp T8	1	Room 3	4 Lamp T8	1
Girls RR	2 Lamp T8	2	Room 3	2 Lamp T8	1
Pine Grove			Room 4	4 Lamp T8	1
Room 5	2 Lamp T8	1	Room 4	2 Lamp T8	1
Room 8	4 Lamp T8	1	Room 8	4 Lamp T8	1
Room 3	4 Lamp T8	1	Room 5	2 Lamp T8	1
Room 1	4 Lamp T8	1	room 11	2 Lamp T8	1
Kitchen	4 Lamp T8	4	room 16	4 Lamp T8	4
Staff room	2 Lamp T8	3	room 15	4 Lamp T8	4
Copy Room	2 Lamp T8	1	room 13	4 Lamp T8	4
Room 9	4 Lamp T8	1	hallways	2 Lamp T8	12
Room 11	4 Lamp T8	1	kitchen	2 Lamp T8	3
Lad next to 11	2 Lamp T8	4	MPR	2 Lamp T8	7
Room 16	4 Lamp T8	1			
Room 15	4 Lamp T8	2			
Room 18	4 Lamp T8	1			



Total Investment – Change Order #01: \$8,691.00

Price per-ballast replacement at Paterson Road Elementary if any:

4 Lamp T8 Ballast: \$101.00 2 Lamp T8 Ballast: \$87.00

Signatures:

SCHOOL UNIFIED SCHOOL DISTRICT

By: 

Name: WALTER J. CON

Title: ASST. SUPERINTENDENT

Date: 8-9-18

INDOOR ENVIRONMENTAL SERVICES

By: 

Name: Tyler Murphy

Title: Project Manager

Date: 8/9/18

Site	Location	Qty	Issue	Proposal
Pine Grove	Room 21	1	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 1 wallpack fixtures with customer and provide labor credit
Pine Grove	Room 22	2	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 2 wallpack fixtures with customer and provide labor credit
Ralph Dunlap	Exterior	1	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 1 wallpack fixtures with customer and provide labor credit
Ralph Dunlap	Exterior	3	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 3 wallpack fixtures with customer and provide labor credit
Ralph Dunlap	Exterior	3	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 3 wallpack fixtures with customer and provide labor credit

Total Investment – Change Order #02: \$5,636.00

Signatures:

SCHOOL UNIFIED SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

INDOOR ENVIRONMENTAL SERVICES

By: _____

Name: _____

Title: _____

Date: _____

Orcutt USD Change Order #1

Agreement: Orcutt Union School District
 Contract for Energy Efficiency Design / Build Services
 Original Agreement Effective Date: April 11, 2018

Agreement Change Order No.: 01 Orcutt USD

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Room 9	4 Lamp T8	1	Room 4	4 Lamp T8	1
Boys RR	2 Lamp T8	3	Room 5	4 Lamp T8	1
Girls RR	2 Lamp T8	3	Room 8	4 Lamp T8	1
Room6	4 Lamp T8	1	Room 9	2 Lamp T8	2
Mech room	4 Lamp T8	1	Room 9	4 Lamp T8	4
electrical Room	2 Lamp T8	2	Orcutt Highschool		
room 16	4 Lamp T8	1	Room 2	4 Lamp T8	1
Boys RR	2 Lamp T8	1	Room 3	4 Lamp T8	1
Girls RR	2 Lamp T8	2	Room 3	2 Lamp T8	1
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Room 8	4 Lamp T8	1	Room 8	4 Lamp T8	1
Room 3	4 Lamp T8	1	Room 5	2 Lamp T8	1
Room 1	4 Lamp T8	1	room 11	2 Lamp T8	1
Kitchen	4 Lamp T8	4	room 16	4 Lamp T8	4
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Room 9	4 Lamp T8	1	hallways	2 Lamp T8	12
Room 11	4 Lamp T8	1	kitchen	2 Lamp T8	3
Lad next to 11	2 Lamp T8	4	MPR	2 Lamp T8	7
Room 16	4 Lamp T8	1			
Room 15	4 Lamp T8	2			
Room 18	4 Lamp T8	1			



Total Investment – Change Order #01: \$8,691.00

Price per-ballast replacement at Paterson Road Elementary if any:

4 Lamp T8 Ballast: \$101.00 2 Lamp T8 Ballast: \$87.00

Signatures:

SCHOOL UNIFIED SCHOOL DISTRICT

By: 

Name: WALTER J. CON

Title: ASST. SUPERINTENDENT

Date: 8-9-18

INDOOR ENVIRONMENTAL SERVICES

By: 

Name: Tyler Murphy

Title: Project Manager

Date: 8/9/18

Orcutt USD Change Order #2

Agreement: Orcutt Union School District
 Contract for Energy Efficiency Design / Build Services
 Original Agreement Effective Date: April 11, 2018

Agreement Change Order No.: 02 Orcutt USD

This Agreement Change Order, made by and between Orcutt Union School District hereinafter designated as “Customer”, and Indoor Environmental Services (dba Famand, Inc), hereinafter designated as “Contractor”, mutually agree to the following changes in the above contract between the parties; hereinafter called the “Original Agreement”: Change Order #02 provides the following changes to the Original Agreement:

Add and remove the following lighting scope:

Orcutt USD Change Order				
Site	Location	Qty	Issue	Proposal
Alice Shaw	Exterior	2	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 2 wallpack fixtures with customer and provide labor credit
District Office	Reception/hallway	9	These fixtures were not included in the original scope. Existing fixtures are T5, not the standard T8	Retrofit to LED T5 lamps and new electronic ballast
District Office	Exterior	4	The original scope identified a wallpack fixture; the actual solution needed is a security light. There are a total of 5, but only 4 in the original scope.	Leave 4 wallpack fixtures with customer and provide labor credit
Lakeview Junior High	Gym	6	Original scope called out for 30 fixtures, while onsite, identified actual fixture count = 36	Install 36 new LED Highbay fixtures
Lakeview Junior High	Exterior	38	The original scope identified screw in lamps; the actual solution needed is a pin based PL Lamp	Retrofit existing fixtures to LED pin based PL lamps
Lakeview Junior High	Rooms 29,30	2	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 2 wallpack fixtures with customer and provide labor credit
Olga Reed/Orcutt Academy	Kitchen RR	4	These fixtures were not included in the original scope.	Retrofit existing fixtures to LED pin based PL lamps



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Room 9	4 Lamp T8	1	Room 4	4 Lamp T8	1
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electrical Room	2 Lamp T8	2	Orcutt Highschool		
room 16	4 Lamp T8	1	Room 2	4 Lamp T8	1
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Girls RR	2 Lamp T8	2	Room 3	2 Lamp T8	1
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Room 5	2 Lamp T8	1	Room 4	2 Lamp T8	1
Room 8	4 Lamp T8	1	Room 8	4 Lamp T8	1
Room 3	4 Lamp T8	1	Room 5	2 Lamp T8	1
Room 1	4 Lamp T8	1	room 11	2 Lamp T8	1
Kitchen	4 Lamp T8	4	room 16	4 Lamp T8	4
Staff room	2 Lamp T8	3	room 15	4 Lamp T8	4
Copy Room	2 Lamp T8	1	room 13	4 Lamp T8	4
Room 9	4 Lamp T8	1	hallways	2 Lamp T8	12
Room 11	4 Lamp T8	1	kitchen	2 Lamp T8	3
Lad next to 11	2 Lamp T8	4	MPR	2 Lamp T8	7
Room 16	4 Lamp T8	1			
Room 15	4 Lamp T8	2			
Room 18	4 Lamp T8	1			



Total Investment – Change Order #01: \$8,691.00

Price per-ballast replacement at Paterson Road Elementary if any:

4 Lamp T8 Ballast: \$101.00 2 Lamp T8 Ballast: \$87.00

Signatures:

SCHOOL UNIFIED SCHOOL DISTRICT

By: 

Name: WALTER J. CON

Title: ASST. SUPERINTENDENT

Date: 8-9-18

INDOOR ENVIRONMENTAL SERVICES

By: 

Name: Tyler Murphy

Title: Project Manager

Date: 8/9/18

Site	Location	Qty	Issue	Proposal
Pine Grove	Room 21	1	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 1 wallpack fixtures with customer and provide labor credit
Pine Grove	Room 22	2	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 2 wallpack fixtures with customer and provide labor credit
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Ralph Dunlap	Exterior	3	The original scope identified a wallpack fixture; the actual solution needed is a ceiling mount canopy	Leave 3 wallpack fixtures with customer and provide labor credit

Total Investment – Change Order #02: \$5,636.00

Signatures:

SCHOOL UNIFIED SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

INDOOR ENVIRONMENTAL SERVICES

By: _____

Name: _____

Title: _____

Date: _____

Orcutt USD Change Order #1

Agreement: Orcutt Union School District
 Contract for Energy Efficiency Design / Build Services
 Original Agreement Effective Date: April 11, 2018

Agreement Change Order No.: 01 Orcutt USD

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Room 9	4 Lamp T8	1	Room 4	4 Lamp T8	1
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room 16	4 Lamp T8	1	Room 2	4 Lamp T8	1
Boys RR	2 Lamp T8	1	Room 3	4 Lamp T8	1
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Room 8	4 Lamp T8	1	Room 8	4 Lamp T8	1
Room 3	4 Lamp T8	1	Room 5	2 Lamp T8	1
Room 1	4 Lamp T8	1	room 11	2 Lamp T8	1
Kitchen	4 Lamp T8	4	room 16	4 Lamp T8	4
Staff room	2 Lamp T8	3	room 15	4 Lamp T8	4
Copy Room	2 Lamp T8	1	room 13	4 Lamp T8	4
Room 9	4 Lamp T8	1	hallways	2 Lamp T8	12
Room 11	4 Lamp T8	1	kitchen	2 Lamp T8	3
Lad next to 11	2 Lamp T8	4	MPR	2 Lamp T8	7
Room 16	4 Lamp T8	1			
Room 15	4 Lamp T8	2			
Room 18	4 Lamp T8	1			



Total Investment – Change Order #01: \$8,691.00

Price per-ballast replacement at Paterson Road Elementary if any:

4 Lamp T8 Ballast: \$101.00 2 Lamp T8 Ballast: \$87.00

Signatures:

SCHOOL UNIFIED SCHOOL DISTRICT

By: 

Name: WALTER J. CON

Title: ASST. SUPERINTENDENT

Date: 8-9-18

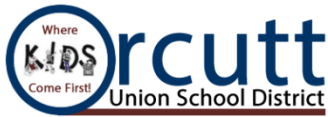
INDOOR ENVIRONMENTAL SERVICES

By: 

Name: Tyler Murphy

Title: Project Manager

Date: 8/9/18



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Notice of Completion – Alice Shaw Site Safety Plan

BACKGROUND: On June 16, 2018 the Board awarded the bid for the Alice Shaw Site Safety Project. The objective of this project was to complete the Site Safety Plan. The work commenced on June 27, 2018 and was completed and signed off by Diani Building Corp., OUSD construction management team, on December 13, 2018.

RECOMMENDATION: I recommend that the Board of Trustees approves the Alice Shaw Site Safety project as complete.

FUNDING: N/A

Recording requested by
And when recorded mail to:

Orcutt Union School District
Walter J. Con
500 Dyer St.
Orcutt, CA 93455

SPOCEABOVm:s LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion.

Notice is hereby given:

1. The undersigned is owner or corporate office of the owner of the interest or estate stated below in the property hereinafter described: In fee
2. The full name of the owner is Orcutt Union School District
3. The full address of the owner is 500 Dyer St., Santa Maria, CA 93455
4. The work Alice Shaw Site Safety Plan on the said property described below was completed on December 13, 2018. The work done was: various safety and security projects at site listed on #7.
5. The name of the contractor, if any, for such work of improvement was Cal Portland Construction, Big Wakoo Fence, Inc. and RK & G Construction, contract date, June 18, 2018.
6. The property on which said work of improvement was completed is in the Town of Orcutt, County of Santa Barbara, State of California, and described as follows:
7. The street address of said properties are Alice Shaw Elementary APN #107101006, 759 Dahlia Place, Orcutt, CA 93455

Date

Walter J. Con, Asst. Superintendent, Business Services

VERIFICATION

I, the undersigned, say: I am the Assistant Superintendent, Business Services, the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on Friday, December 21, 2018

Walter J. Con, Assistant Superintendent, Business Services



BUSINESS SERVICES MEMORANDUM

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

FROM: Walter Con
Assistant Superintendent, Business Services

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Deductive Change Order – Big Wakoo Fence, Inc. and RK & G, Construction Inc. - Alice Shaw Site Safety Project

BACKGROUND: On June 13, 2018, the board authorized staff to enter into an agreement with Big Wakoo Fence, Inc. Bid Category 2, fencing and gates for \$185,000. On June 16, 2018, the board authorized staff to enter into an agreement with RK & G Construction, Inc., Bid Category 3, general construction for the Alice Shaw Site Safety Project. Each bid total included allowances. An allowance is defined as an amount specified and included in the construction contract or specifications for a certain item of work whose details are not yet determined at the time of contracting. The allowance would cover any additional work that was required to complete the project.

Both contracts used a portion of the allowance outlined in the bid documents. Below are the amounts of the allowances not used and considered a deductive change order and contract adjustment.

Contractor	Bid Total	Deductive C/O	Final Bid Total
Big Wakoo Fence, Inc.	\$185,000	(\$6,323)	\$178,677
RK & G Construction, Inc.	\$314,266	(\$9,941)	\$304,325

RECOMMENDATION: I recommend the Board of Trustees approve the Deductive Change Orders for Big Wakoo Fence, Inc. and RK & G Construction, as submitted.

FUNDING: Bond Fund (Fund 21)



Orcutt Union School District

EDUCATIONAL SERVICES

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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Board Policy 5148.3

PRESCHOOL/EARLY CHILDHOOD EDUCATION

BACKGROUND: Policy updated to reflect NEW LAW (AB 1808) which (1) exempts CSPP programs from specified licensure and regulation requirements if they are operated in a school building and (2) requires that the district's Williams uniform complaint procedures be used to resolve allegations of deficiencies related to health and safety requirements in license-exempt CSPP programs. Policy reflects a provision of AB 1808 which allows districts to commingle 4-year-old children enrolled in a CSPP program with children enrolled in a transitional kindergarten (TK) program under specified conditions.

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

FUNDING: No funding implications.

Students

PRESCHOOL/EARLY CHILDHOOD EDUCATION

The Board of Trustees recognizes ~~that~~ **the value of** high-quality preschool experiences ~~helps children ages 3-4 years to develop~~ **to enhance children's social-emotional development**, knowledge, skills, abilities and attributes necessary for a successful transition into the elementary education program. **The Board desires to provide children ages 3-4 years access to** ~~Early education programs should provide~~ developmentally appropriate activities in a safe, adequately supervised, and cognitively rich environment.

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

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

(cf. 5148 - Child Care and Development)

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

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, **either directly or through a subcontract with a public or private provider.**

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

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, giving 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. 1330.1 - Joint Use Agreements)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

(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~~ **in the areas of** language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

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

(cf. 0415 - Equity)

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

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

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

(cf. 6174 - Education for English Language Learners)

(cf. 6175 - Migrant Education Program)

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 shall support children's health through proper nutrition and physical activity and shall provide or make referrals to **available** health and social services as needed.

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

(cf. 5030 - Student Wellness)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

(cf. 5141.6 - School Health Services)

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. 4231 - Staff Development)

(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 ensure that subsidized preschool 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.

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

The district's Williams uniform complaint procedures, with modifications as necessary, shall be used to investigate and resolve complaints alleging violation of applicable health or safety requirements for license-exempt programs operating under the California State Preschool Program. However, licensed programs shall refer complaints alleging health

and safety violations to the California Department of Social Services. (Education Code 8235.5; 5 CCR 4610, 4611)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

The Superintendent or designee shall regularly report to the Board regarding enrollment in district preschool programs and the effectiveness of the programs in preparing preschoolers for transition into the elementary education 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*
8235-8239.1 *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*
8264.8 Center-based child care programs, staffing ratios
8273.1 Family fees
8360-8370 *Personnel qualifications*
8400-8409 *Contracts*
8493-8498 *Facilities*
8499.3-8499.7 *Local child care and development planning councils*
44065 Interchange between certificated and classified positions
44256 Credential types
48000 *Transitional kindergarten*
48985 Notification, primary language other than English

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

4680-4687 Williams uniform complaint procedures
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

1400-1482 Individuals with Disabilities Education Act
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
9831-9852c *Head Start programs*
9858-9858r *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, 2008~~

What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Preschool Learning Foundations

~~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

Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings, 2016

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.cffc.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>~~ www.cffc.ca.gov

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: ~~01/13/2016~~ **02/13/2019** ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Orcutt Union School District

EDUCATIONAL SERVICES

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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Board Policy 6145.2
Athletic Competition

BACKGROUND: Policy updated to reflect new law (AB 1808) which (1) exempts CSPP programs from specified licensure and regulation requirements if they are operated in a school building and (2) requires that the district's Williams uniform complaint procedures be used to resolve allegations of deficiencies related to health and safety requirements in license-exempt CSPP programs. Policy reflects a provision of AB 1808 which allows districts to commingle 4-year-old children enrolled in a CSPP program with children enrolled in a transitional kindergarten program under specified conditions.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 6145.2.

FUNDING: No funding implications.

ATHLETIC COMPETITION

The Board of Trustees recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social and emotional well-being and character development of participating students. The district's athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 5030 – Student Wellness)

(cf. 5137 - Positive School Climate)

(cf. 6142.7 - Physical Education and Activity)

(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 – Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 – Educational Foundation)

(cf. 1321 – Solicitation of Funds from and by Students)

(cf. 1325 – Advertising and Promotion)

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

(cf. 3290 – Gifts, Grants, and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females, and that students are permitted to participate in athletic activities consistent with their gender identity.

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

California Interscholastic Federation

Any district school that participates in the California Interscholastic Federation (CIF) shall conduct its athletic activities in accordance with CIF bylaws and rules and any applicable district policy and regulation. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

The Board shall annually designate a representative to the local CIF league from each school that participates in CIF sports. The Superintendent or designee shall recommend a candidate for the position who demonstrates an understanding of the district's goals for student learning and interscholastic activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and interpersonal communication and leadership skills.

The designated representative(s) shall vote on issues that impact interscholastic athletics at the league and section levels, perform any duties required by the CIF league, and report regularly to the Board on league, section, and statewide issues, related to athletic programs.

(cf. 0500 - Accountability)

Student Eligibility

Eligibility requirements for participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement, shall be the same as those set by the district for participation in extracurricular and cocurricular activities.

(cf. 3530 – Risk Management/Insurance)

(cf. 5111.1 - District Residency)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6173.1 – Education for Foster Youth)

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

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program, **including, but not limited to, a fee to cover the cost of uniforms, locks, lockers, or athletic equipment.**

(cf. 3260 - Fees and Charges)

(cf. 5143 – Insurance)

Sportsmanship

The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of ~~Conduct~~ **Ethics** adopted by CIF.

Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 – Disruptions)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5131 – Conduct)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.4 - Student Disturbances)

(cf. 5144 - Discipline)

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

(cf. 5144.2 – Suspension and Expulsion/Due Process (Individuals with Disabilities))

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)

(cf. 5131.63 - Steroids)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 – School Health Services)

(cf. 5141.7 – Sun Safety)

~~*(cf. 5143 – Insurance)*~~

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 – Safety)

The Superintendent or designee shall develop a written emergency action plan that describes the location of automated external defibrillator(s) and procedures to be followed in the event of sudden cardiac arrest or other medical emergency related to the athletic programs' activities or events. The plan shall be posted in accordance with guidelines of the National Federation of State High School Associations. (Education Code 35179.4)

In the event ~~that an~~ of a serious injury ~~occurs~~ or a perceived imminent risk to a student's health, ~~such as a concussion or passing out, fainting, or other sign of sudden cardiac arrest,~~ during or immediately after an athletic activity, the coach or any other appropriate district employee **who is present shall remove the student athlete from the activity, observe universal precautions in handling blood or other bodily fluid, and/or seek medical treatment for the student as appropriate.**

(cf. 4119.42/4219.42/4319.42 – Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4219.43 – Universal Precautions)

(cf. 5141 – Health Care and Emergencies)

(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)

(cf. 5141.22 – Infectious Diseases)

Legal Reference:

EDUCATION CODE

200-261 *Prohibition of discrimination*

17578 *Cleaning and sterilizing of football equipment*

17580-17581 *Football equipment*

32220-32224 *Insurance for athletic teams, especially:*

32221.5 *Required insurance for athletic activities*

33353-33353.5 *California Interscholastic Federation; implementation of policies, insurance program*

33354 *CDE authority over interscholastic athletics*

33479-33479.9 *The Eric Parades Sudden Cardiac Arrest Prevention Act*

35160.5 *District policies; rules and regulations*

35179 *Interscholastic athletics*

35179.1 *California High School Coaching Education and Training Program*

35179.4 *Emergency action plan*

35179.5 *Interscholastic athletics; limitation on full-contact practices*

35179.6 *Automated external defibrillator, athletic activities*

48850 *Interscholastic athletics; students in foster care and homeless students*

48900 *Grounds for suspension and expulsion*

48930-48938 *Student organizations*

49010-49013 *Student fees*

49020-49023 *Athletic programs; legislative intent, equal opportunity*

49030-49034 *Performance-enhancing substances*

49458 *Health examinations, interscholastic athletic program*

49475 *Health and Safety, concussions and head injuries*

49700-49701 *Education of military families*

51242 *Exemption from physical education for high school students in interscholastic athletic program*

HEALTH AND SAFETY CODE

1797.196 *Automated external defibrillator*

PENAL CODE

245.6 *Hazing*

CODE OF REGULATIONS, TITLE 5

4900-4965 *Nondiscrimination in elementary and secondary education programs, especially:*

4920-4922 *Nondiscrimination in intramural, interscholastic, and club activities*

5531 *Supervision of extracurricular activities of students*

5590-5596 *Employment of noncertificated coaches*

UNITED STATES CODE, TITLE 20

1681-1688 *Discrimination based on sex or blindness, Title IX*

UNITED STATES CODE, TITLE 34

106.31 *Nondiscrimination on the basis of sex in education programs or activities*

106.33 *Comparable facilities*

106.41 *Nondiscrimination in athletic programs*

COURT DECISIONS

Mansourian v. Regents of University of California, (2010) 594 F. 3d 1095-602 F. 3d 957

Kahn v. East Side Union High School District, (2003) 31 Cal. 4th 990

McCormick v. School District of Mamaroneck, (2004) 370 F. 3d 275

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination, March 2017

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

Athletic Department Emergency Action Plan: Response Teams

California Interscholastic Federation Constitution and Bylaws

A Guide to Equity in Athletics

Guidelines for Gender Identity Participation

Keep Their Heart in the Game: A Sudden Cardiac Arrest Information Sheet for Athletes and Parents/Guardians

Event Emergency Guidelines, 2013

Pursuing Victory with Honor, 1999

CENTERS OF DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

Acute Concussion Evaluation (ACE) Care Plan, 2006

NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS PUBLICATIONS

Emergency Action Planning Guide for After-School Practices and Events

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

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

Withdrawal of Dear Colleague Letter on Transgender Students, Dear Colleague Letter, February 22, 2017

Intercollegiate Athletics Policy Clarification: The Three-Part Test – Part Three, Dear Colleague letter,

April 20, 2010

WEB SITES

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

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

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources: <http://www.cdc.gov/concussion>

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

Policy Adopted: ~~01/10/18~~ 02/13/2019

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Orcutt Union School District

EDUCATIONAL SERVICES

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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Board Policy 6152.1
Placement in Mathematics Courses

BACKGROUND: Policy updated to clarify which policy components are mandated and to expand program evaluation to include a report on the percentage of students who have successfully completed mathematics courses that satisfy the requirements for entrance to the University of California and California State University.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 6152.1.

FUNDING: No funding implications.

PLACEMENT IN MATHEMATICS COURSES**Instruction**

The Board of Trustees believes that a sound educational program must include the study of subjects that prepare students for admission to higher education and/or a fulfilling career. ~~To the extent possible,~~ District students shall be provided an opportunity to complete a sequence of mathematics courses recommended for admission into the University of California and California State University systems.

(cf. 6141.5 - Advanced Placement)
(cf. 6142.92 - Mathematics Instruction)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)

The Superintendent or designee shall work with district teachers, counselors, and administrators and the representatives of feeder schools to develop **a well-articulated sequence of mathematics courses and** consistent protocols for placing students in mathematics courses offered at district high schools. Such placement protocols shall systematically take into consideration multiple objective academic measures that may include, but are not limited to, interim and summative assessments, placement tests that are aligned to state-adopted content standards in mathematics, classroom assignment and grades, and report cards.

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)

Such placement protocols shall systematically take into consideration multiple objective academic measures that may include, but are not limited to, statewide mathematics assessments, including state interim and summative assessments; placement tests that are aligned to state-adopted content standards in mathematics; classroom assignment and grades; and report cards. (Education Code 51224.7)

**(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)**

District staff shall implement the placement protocols uniformly and without regard to students' **socioeconomic background or any characteristic specified in BP 0410 - Nondiscrimination in District Programs and Activities, including, but not limited to,** race, sex, gender, nationality, and ethnicity, ~~socioeconomic background, or other subjective or discriminatory consideration in making placement decisions.~~

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 0415 - Equity)
(cf. 6174 - Education for English Learners)

~~Students shall be enrolled in mathematics courses based on the placement protocols. No student shall repeat a mathematics course which he/she has successfully completed based on the district's placement protocols.~~

The placement protocols shall **provide for at least one reevaluation** ~~specify a time~~ within the first month of the school year ~~when students shall be reevaluated~~ to ensure that **they students** are appropriately placed in mathematics courses and shall specify the criteria the district will use to make this determination. Any student found to be misplaced shall be promptly placed in the appropriate mathematics course.

~~Within 10 school days of an initial placement decision or a placement decision upon reevaluation, If a student and or his/her parent/guardian questions who disagree with the placement of the student, he/she may appeal the decision to the Superintendent or designee. The Superintendent or designee shall decide whether or not to overrule the placement determination within 10 school days of receiving the appeal. The decision of the Superintendent or designee shall be final.~~

~~(cf. 5123 - Promotion/Acceleration/Retention)~~

The Superintendent or designee shall ensure that all teachers, counselors, and other district staff responsible for determining students' placement in mathematics courses receive training on the placement protocols.

(cf. 4131 - Staff Development)

The Board and the Superintendent or designee shall annually review student data related to placement in mathematics courses offered at district high schools to ensure that students who are qualified to progress in mathematics courses based on their performance on objective academic measures are not being held back in a disproportionate manner on the basis of any subjective or discriminatory basis, and shall develop strategies for removing any identified barriers to students' access to mathematics courses. The Superintendent or designee shall also report on the percentage of district students who have successfully completed mathematics courses that satisfy the requirements for entrance to the University of California and the California State University.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

~~Prior to the beginning of each school year, the Superintendent or designee shall communicate the district's commitment to providing students with the opportunity to complete mathematics courses recommended for college admission, including approved placement protocols and the appeal process, to parents/guardians, students, teachers, school counselors, and administrators.~~

~~This policy and the district's mathematics placement protocols shall be posted on the district's web site. (Education Code 51224.7)~~

~~(cf. 1113 - District and School Web Sites)~~

~~Annually, the Board and the Superintendent or designee shall review student data related to placement and advancement in the mathematics courses offered at district high schools to ensure that students who are qualified to progress in mathematics courses based on their performance on objective academic measures are not held back in a disproportionate manner on the basis of their race, ethnicity, gender, or socioeconomic background. The Board and Superintendent shall also consider appropriate recommendations for removing any identified barriers to students' access to mathematics courses.~~

~~(cf. 0500—Accountability)~~

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48070.5 Promotion and retention; required policy

51220 Areas of study, grades 7-12

51224.5 Completion of Algebra I or Mathematics I

51224.7 California Mathematics Placement Act of 2015

51225.3 High school graduation requirements

51284 Financial literacy

52060-52077 Local control and accountability plan

60605 State-adopted content and performance standards in core curricular areas

60605.8 Common Core standards

60640-60649 California Assessment of Student Performance and Progress

Management Resources:

CSBA PUBLICATIONS

Math Misplacement, Governance Brief, September 2015

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Mathematics Framework for California Public Schools: Kindergarten Through Grade Twelve, 2013

California Common Core State Standards: Mathematics, January 2013

COMMON CORE STATE STANDARDS INITIATIVE PUBLICATIONS

Appendix A: Designing High School Mathematics Courses Based on the Common Core State Standards

LAWYERS' COMMITTEE FOR CIVIL RIGHTS OF THE SAN FRANCISCO BAY AREA (LCCR)

Held Back - Addressing Misplacement of 9th Grade Students in Bay Area School Math Classes, 2013

WEB SITES

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

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

Common Core State Standards Initiative: <http://www.corestandards.org/math>

Lawyers' Committee for Civil Rights of the San Francisco Bay Area (LCCR): <http://www.lccr.com>

Northwest Evaluation Association, Measures of Academic Progress: <http://www.nwea.org>

University of California, Mathematics Diagnostic Testing Project: <http://mdtp.ucsd.edu>

Policy Adopted ~~06/08/2016~~ 02/13/2019

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



Orcutt Union School District

EDUCATIONAL SERVICES

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

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: January 16, 2019

BOARD AGENDA ITEM: Board Policy 6178

Career Technical Education

BACKGROUND: Policy updated to reflect new federal law (P.L. 115-224) which reauthorizes the Carl D. Perkins Career and Technical Education Act, retitled as the Strengthening Career and Technical Education for the 21st Century Act, and new law (AB 1808) which amends the California Career Technical Education Incentive Grant Program. This change includes material regarding activities for special populations and consultation with private school representatives moved to the Administrative Regulation corresponding with this BP. Material on program evaluation will be revised to add requirement to review measures of career technical education pathway completion as part of the annual review of progress toward the goals in the local control and accountability plan (LCAP).

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 6178.

FUNDING: No funding implications.

Career Technical Education

The Charter School Board of Directors desires to provide a **comprehensive** career technical education (CTE) programming in grades 9-12 which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment. The district's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. **The program shall include a rigorous academic component and provide students with practical experience and understanding of all aspects of an industry.**

(cf. 6143 - Courses of Study)

(cf. 6200 - Adult Education)

The district's CTE program shall focus on preparing students to enter current or emerging high-skill, high-wage, and/or high-demand occupations. CTE opportunities may be offered through linked learning programs, partnership academies, apprenticeship programs or orientation to apprenticeships, regional occupational centers or programs (ROC/Ps), charter schools, small learning communities, magnet programs, K-14 Career Education offerings, or other programs that expose students to career options while preparing them for future careers in a given industry or interest area.

The Board of Directors shall review and approve all district plans and applications for the use of state and/or federal funds supporting CTE.

The Board shall adopt district standards for CTE which meet or exceed the state's model content standards and describe the essential knowledge and skills that students enrolled in these courses are expected to master. The course curriculum shall be aligned with district-adopted standards and the state's curriculum framework.

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

The Superintendent or designee shall develop partnerships with local businesses and industries to ensure that course sequences, career technical and integrated curriculum, classroom instruction and projects, and assessments have real-world relevance and reflect labor market needs and priorities. He/she shall also work to develop connections with businesses, postsecondary institutions, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities.

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

(cf. 5113.2 - Work Permits)

(cf. 6178.1 - Work-Based Learning)

~~The Superintendent or designee may collaborate with postsecondary institutions in providing staff development and program development resources.~~

The Superintendent or designee shall collaborate with postsecondary institutions to ensure that the district's program is articulated with postsecondary programs in order to provide a sequential course of study. **Articulation opportunities may include dual or concurrent enrollment in community college courses.**

(cf. 6172.1 - Concurrent Enrollment in College Classes)

The Superintendent or designee shall ensure that teachers of CTE courses possess the qualifications and credentials necessary to teach their assigned courses. He/she also shall provide teachers and administrators with professional development designed to enhance their knowledge ~~occupational instruction with academic instruction~~ **of standards-aligned CTE and shall provide opportunities for CTE teachers to collaborate with teachers of academic courses in the development and implementation of integrated curriculum models.**

(cf. 4112.2 - Certification)

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

The Charter High School shall provide ~~services to support students in the CTE program, including comprehensive career guidance and academic counseling.~~ **The Superintendent or designee shall provide counselors and other guidance personnel** with professional development that includes, but is not limited to, information about current workforce needs and trends, requirements of the district's CTE program, ~~work experience~~ **work-based learning** opportunities, and postsecondary education and employment options following high school.

(cf. 5145.6 - Parental Notifications)

(cf. 6164.2 - Guidance/Counseling Services)

The Superintendent or designee shall regularly assess district needs for facilities, technologies, and equipment to increase students' access to the district's CTE program.

(cf. 0440 - District Technology Plan)

(cf. 3440 - Inventories)

(cf. 3512 - Equipment)

(cf. 7110 - Facilities Master Plan)

The Superintendent or designee shall annually report to the Board achievement data on participating students, including, but not limited to, the percentage of participating students who successfully complete CTE programs, their performance on state and district academic achievement tests, and graduation rate. Data shall be disaggregated by program and various student subgroups. Based on such data, the Board shall determine the need for program improvements and update the goals in the district's local control and accountability plan as necessary.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6190 - Evaluation of the Instructional Program)

Nondiscrimination

Prior to the beginning of each school year, the Superintendent or designee shall advise students, parents/guardians, employees, and the general public that all CTE opportunities are offered without regard to ~~race, color, national origin, sex, or disability.~~ (34 CFR 104.8, 106.9) **any actual or perceived characteristic protected from discrimination by law. The notification shall be disseminated in languages other than English as needed and shall state that the district will take steps to ensure that the lack of English language skills will not be a barrier to admission and participation in the district's CTE program. (20 USC 2354; 34 CFR 100 Appendix B, 104.8, 106.9)**

Advisory Committee

The Board shall appoint a CTE advisory committee will develop recommendations on the district's CTE program and will serve as a liaison between the district and potential employers. The committee shall consist of ~~one or more representatives of the general public knowledgeable about the disadvantaged; students; teachers; business; industry; school administration;~~ **and of at least one student, teacher, business representative, industry representative, school administrator, member of the general public knowledgeable about the disadvantaged, and representative of the field office of the California Department of Employment Development. (Education Code 8070)**

(cf. 1220 - Citizen Advisory Committees)

This committee may be expanded to include parents/guardians, representatives of labor organizations, representatives of special populations, and other interested individuals in order to involve them in the development, implementation, and evaluation of CTE programs funded through the federal Carl D. Perkins Career and Technical Education Act.

Program Evaluation

The Board shall ~~monitor and evaluate the achievement of students participating in the district's CTE program. The Superintendent or designee shall annually report to the Board on program enrollment and completion rates.~~ **systematically review the district's CTE courses to determine the degree to which each course may offer an alternative means for completing and receiving credit for specific portions of the course of study prescribed by the district for high school graduation. The Board shall ensure that these classes are equivalent in content and rigor to the courses prescribed for graduation. (Education Code 52376)**

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

~~*(cf. 6146.1 - High School Graduation Requirements)*~~

~~*(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)*~~

~~*(cf. 6162.5 - Student Assessment)*~~

~~*(cf. 6162.51 - Standardized Testing and Reporting Program)*~~

~~*(cf. 6162.52 - High School Exit Examination)*~~

At least every three years, the Board shall compare the district's curriculum, course content, and

course sequence of CTE with the model state curriculum standards. (Education Code 52376)

Legal Reference:

EDUCATION CODE

1205 Classification of counties

8006-8155 Career technical education

17078.70-17078.72 Career technical education facilities

33430-33432 Health science and medical technology grants

35168 Inventory of equipment

41540-41544 Targeted instructional improvement block grant

44257.3 CTC recognition of study in linked learning teaching methods

44260-44260. Designated subjects career technical education credential

44260.9 Designated subjects career technical education credential

48430 Legislative intent; continuation education schools and classes

48980 Parental notifications

51220-51229 Courses of study, grades 7-12

51760-51769.5 Work experience education

52060-52077 Local control and accountability plan

52300-52499.66 Career technical education

52519-52520 Adult education, occupational training

53010-53016 California Career Pathways Trust

53070-53076.4 The California Career Technical Education Incentive Grant Program

53086 California Career Resource Network

54690-54699.1 California Partnership Academies

54750-54760 California Partnership Academies, green technology and goods movement occupations

56363 Related services for students with disabilities; specially designed career technical education

66205.5-66205.9 Approval of career technical education courses for admission to California colleges

88500-88551 Community college economic and workforce development program

GOVERNMENT CODE

54950-54963 Brown Act

LABOR CODE

3070-3099.5 Apprenticeships

CODE OF REGULATIONS, TITLE 5

1635 Credit for work experience education

3051.14 Specially designed career technical education for students with disabilities

10070-10075 Work experience education

10080-10092 Community classrooms

10100-10111 Cooperative vocational education

11500-11508 Regional occupational centers and programs

11535-11538 Career technical education contracts with private postsecondary schools

11610-11611 Regional adult and vocational education councils

CODE OF REGULATIONS, TITLE 8

200-240 Apprenticeships

UNITED STATES CODE, TITLE 20

2301-2414 Strengthening Career and Technical Education for the 21st Century Act

6301-6578 Improving the Academic Achievement of the Disadvantaged

CODE OF FEDERAL REGULATIONS, TITLE 34

100 Appendix B Guidelines for eliminating discrimination in career technical education programs

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX

Management Resources:

CSBA PUBLICATIONS

A Governance Perspective: Interviews with School Board Members from the Nine Linked Learning Initiative School

Districts, March 2014

The Linked Learning Approach to High School Reform, Governance Brief, January 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Career Technical Education Model Curriculum Standards, Grades Seven Through Twelve, January 2013

Multiple Pathways to Student Success: Envisioning the New California High School, 2010

Career Technical Education Framework for California Public Schools, Grades Seven Through Twelve, January 2007

WEB SITES

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

Association for Career and Technical Education: <http://www.acteonline.org>

California Association of Regional Occupational Centers and Programs: <http://www.carocp.org>

California Career Resource Network: <http://www.californiacareers.info>

California Department of Education, Career Technical Education: <http://www.cde.ca.gov/ci/ct>

California Department of Employment Development: <http://www.edd.ca.gov>

California Department of Industrial Relations: <http://www.dir.ca.gov>

California Workforce Development Board: <http://www.cwdb.ca.gov>

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

University of California, a-g Course Submissions: http://www.ucop.edu/a-gGuide/ag/course_submissions

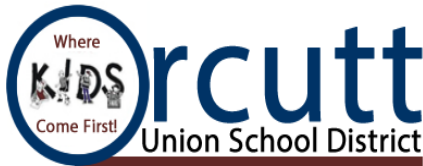
U.S. Department of Education, Office of Vocational and Adult Education:

<http://www.ed.gov/about/offices/list/ovae/pi/cte/index.html>

U.S. Department of Labor, Bureau of Labor Statistics: <http://www.bls.gov>

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California

Policy Adopted: ~~9/8/10~~ **2/13/2019**



HUMAN RESOURCES MEMORANDUM

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: January 16, 2019

RE: CalStateTEACH Memorandum of Understanding and Agreement to provide Student Teacher Placement for students in the Teacher Preparation Program.

BACKGROUND: CalStateTEACH is requesting approval of the Memorandum of Understanding and Agreement to provide Student Teacher Placement for students in the Teacher Preparation Program.

RECOMMENDATION: It is recommended that the Board of Trustees approve the CalStateTEACH Memorandum of Understanding and Agreement to provide Student Teacher Placement for CalStateTEACH students in the Teacher Preparation Program with the Orcutt Union School District.

FUNDING: N/A



California State University's CalStateTEACH Program

Memorandum of Understanding and Agreement to Provide Student Teacher Placements to University Students

This agreement is between the Orcutt Union School District ("District") and the California State University's CalStateTEACH Program ("University"), who may be referred to collectively as the parties. This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Student Teaching Program through which University students enrolled in a credentialing program ("Student Teachers") will gain experience in the public school setting.

TERM OF THE AGREEMENT

This Agreement shall remain in effect for three years beginning 1/1/2019 and ending 12/31/2022 unless terminated sooner. Either party may terminate this Agreement on 30 days' written notice to the other party; provided, however, that credential candidates shall be allowed to conclude any ongoing assignments. Performance under this Agreement shall be reviewed annually, and the parties may agree to annual extensions after expiration of the initial term.

DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES

1. The District will provide the Student Teachers with supervised clinical experience. The District's Designated Supervisor(s) will hold an appropriate degree, credential or license in the specified field, if any is required for that field, and at least five years' experience in that field. The Supervisor will provide the Student Teacher with at least two hours of face-to-face supervision per week for the duration of the student teaching. Supervision may be shared among more than one qualified District staff member.
2. The District will designate a member of its staff to participate with the University's designee in planning, implementing, and coordinating the student teaching program.
3. The District may, in its sole discretion, refuse to accept as a participant in the Student Teaching Program any University student assigned to participate, and, upon request of the District, University shall withdraw the assignment of any University student participant.
4. After the District accepts the assignment of a Student Teacher, the District may terminate the student teaching for "good cause." "Good cause" may include, but is not limited to failure to perform satisfactorily, refusal to follow District administrative policies,



procedures, rules and regulations, or violation of any federal or state law. The District will immediately notify University in writing if it terminates an assignment. The District reserves the right to ban anyone from District facilities when the District finds, in its sole discretion that the presence of the person poses a threat or disrupts operations. University is responsible for informing its student participants of the provisions of this Section. District will immediately notify University, if District knows or suspects any professional or ethical or legal violations. University will cooperate with District in any investigation concerning the reported violation.

6. District shall, on any day when a Student Teacher is receiving training at its facilities, arrange for the Student Teacher to receive any necessary emergency health care or first aid for accidents occurring in its facilities. Except as provided in this paragraph, District shall have no obligation to furnish medical care, surgical care or other health care to any Student Teacher.

UNIVERSITY RESPONSIBILITIES

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the Student Teacher.
2. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or e-mail.
3. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by a Student Teacher in the school. University and District agree they will cooperate in any investigation concerning the reported violation.
4. University will guarantee that Student Teachers and university supervisors have appropriate tuberculosis and fingerprinting clearance, including subsequent arrest notification service.
5. University will instruct Student Teachers in state laws regarding child abuse reporting, sexual harassment and professional conduct.
6. University supervisors will conduct systematic and regular observations of Student Teachers' performances in the District's classrooms.
7. University will be responsible for ensuring that Student Teachers have appropriate insurance coverage.

STUDENT TEACHER RESPONSIBILITIES

1. Provide the District with the following documentation:
 - a. a copy of the letter from the University assigning the student to the District.
 - b. a background check fingerprint clearance report.
 - c. a negative tuberculosis test result, and
2. Comply with all applicable terms and provisions of this Agreement while serving as a Student Teacher.
3. Comply with the District's policies and procedures, and applicable state and federal laws



- and regulations while serving as a Student Teacher.
4. Provide services to District pupils only under the direct supervision of District staff.
 5. Maintain the confidentiality of pupil information. No Student Teacher will have access to or have the right to receive any District pupil records, except to the extent necessary in the regular course of assisting in providing services to pupils as part of the student teaching program. The discussion, transmission, or narration in any form by Student Teachers of any individually identifiable pupil information, educational, medical or otherwise, which is obtained in the course of the student teaching program is forbidden except as a necessary part of the practical student teaching experience. Otherwise, Student Teachers shall use de-identified information only (and not personally identifiable pupil information) in any discussions about the student teaching experience with University, its employees, agents or others.

STATUS OF DISTRICT AND UNIVERSITY STUDENTS

The parties expressly understand and agree that all University students serving as Student Teachers in District schools pursuant to this Agreement are doing so for educational purposes only, and Student Teachers are not considered employees of the District for any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or workers' compensation insurance. It is the responsibility of University to provide notice to its student participants of the provisions of this Section. The provisions of this Section shall survive the termination or expiration of this Agreement.

LIABILITY INSURANCE & WORKERS' COMPENSATION

The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Student Teachers, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance, with no exclusion for molestation or abuse, at a minimum of Two Million Dollars (\$2,000,000) per occurrence and Four Million Dollars (\$4,000,000) in aggregate throughout the course of this Agreement.

Further, University shall provide written notice that should any of the above described policies be canceled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on Student Teachers, any individuals characterized as employees of University and instructors working at District pursuant to this Agreement at all times during the course of this Agreement.

University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the

effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.

The University is permissibly self-insured through the State of California for automobile liability. The District shall be named as an additional insured or covered party on the liability coverages maintained by the University set forth above, and such coverages shall be primary to any coverages maintained by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.

NO WORKERS' COMPENSATION LIABILITY

The Parties agree that the District is not to assume, nor shall it assume by this Agreement any liability under the California Workers' Compensation Insurance and Safety Act for, by or on behalf of any Student Teacher or University employees while they are on the premises of the District or while performing any duty whatsoever under the terms of the Agreement or while going to or from any of the student teaching placement sites. University shall provide written notice to each Student Teacher regarding the lack of coverage of Workers' Compensation insurance by the District.

INDEMNIFICATION

University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

ADDITIONAL PROVISIONS

1. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
2. This Agreement and the rights and obligations of the parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of



this Agreement shall be venued in the county in which the District is located.

3. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
4. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (fees and costs) incurred in the lawsuit or legal action as allowed by law.
5. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
6. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.
7. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one and the same instrument.

Signed this 16th date of January, 2019.

Dr. Deborah Blow, Superintendent

School District Designee

Regional Director, California State University's CalStateTEACH



Where a Dedicated Staff Means
KIDS COME FIRST

BOARD OF TRUSTEES

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Assistant Superintendent
KIRBY FELL
Chief Technology Officer

TO: Board of Trustees
Dr. Debbie Blow, Superintendent

FROM: Susan Salucci, Assistant Superintendent, Human Resources 

BOARD MEETING DATE: January 16, 2019

BOARD MEETING AGENDA ITEM: Revision of Classified Substitute Pay Rate

BACKGROUND: In March of 2015, the Board of Trustees approved establishment of a classified substitute pay rate, 5% below Step 1 for each range of the Classified Salary Schedule to allow for gradual increases over time. The October 2018 approval of a 2.15% salary increase, requires a revision of the classified sub salary pay rates.

RECOMMENDATION: It is recommended that the Board of Trustees approve the attached Classified Substitute Pay Schedule effective February 1, 2019.

FINANCIAL CONSIDERATIONS: Increase in the amount paid classified substitutes to be paid from the appropriate fund.

Orcutt Union School District
2019 Classified Substitute Salary Schedule

	<u>Current</u>	<u>Proposed</u>
6	\$11.81	\$12.35
7	\$12.10	\$12.47
8	\$12.41	\$12.78
9	\$12.71	\$13.07
10	\$13.03	\$13.41
11	\$13.36	\$13.76
12	\$13.69	\$14.10
13	\$14.04	\$14.45
14	\$14.38	\$14.81
15	\$14.74	\$15.18
16	\$15.11	\$15.56
17	\$15.49	\$15.95
18	\$15.89	\$16.36
19	\$16.28	\$16.76
20	\$16.69	\$17.18
21	\$17.09	\$17.60
22	\$17.53	\$18.05
23	\$17.97	\$18.50
24	\$18.42	\$18.96
25	\$18.88	\$19.43
26	\$19.35	\$19.92
27	\$19.83	\$20.42
28	\$20.32	\$20.92
29	\$20.83	\$21.44
30	\$21.35	\$21.98
31	\$21.89	\$22.52
32	\$22.43	\$23.09
33	\$22.99	\$23.67
34	\$23.57	\$24.26
35	\$24.16	\$24.87
36	\$24.76	\$25.50
37	\$25.39	\$26.13
38	\$26.02	\$26.79
39	\$26.67	\$27.45
40	\$27.33	\$28.13
41	\$28.02	\$28.84
42	\$28.72	\$29.55
43	\$29.44	\$30.31
44	\$30.18	\$31.07