

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, March 11, 2020
Closed Session – 6:00 P.M.
Public Session – 6:45 P.M.

Los Alamos Gym, 480 Centennial Street, Los Alamos, CA 93440

CALL TO ORDER 6:00 P.M.

- A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

- A. 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. Those wishing to speak about items to be discussed in closed session will need to fill out a public comment form and submit it to the Superintendent's Administrative Assistant, prior to the Board adjourning to closed session. Speakers are allowed a maximum of three (3) minutes to address the Board. The Board will limit any response to public comments to brief statements, referral to staff, or referral to a future board meeting.

ADJOURN TO CLOSED SESSION

- A. 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.
 - b. Agency representative – Superintendent.
 - c. Superintendent. Agency representative – Board of Trustees
 5. Student disciplinary/expulsion matters.
 6. Conference with Legal Counsel: Anticipated Litigation Pursuant to California Government section 54956.9(d) (2).

RECONVENE TO PUBLIC SESSION 6:45 P.M.

- A. Public Report on Action Taken in Closed Session
- B. Adoption of March 11, 2020 Agenda

Moved _____ Second _____ Vote _____

C. **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* that can be obtained from the Superintendent's Administrative Assistant and submit it prior to the time the presiding officer calls for Public Comment.

ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

- A. 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. OAHS ASB update
 2. OCAF update
 3. Olga Reed and OAK-8 Presentation

B. Items from the Board

A time for Board members to share reports or comments on items of special interest or importance.

C. Public Comment

The public comment section of the agenda is an opportunity for the public to provide input to the Board of Trustees. Any request to speak must be submitted on a Request for Public Comment form, which can be obtained from the Superintendent's Administrative Assistant. If you are speaking to an item that is not on the agenda, you can only speak during the public comment section. Those wishing to speak about an item that is on the agenda may do so during the public comment section, or when the item is being considered. If you choose to speak on an item at the time it is being considered, your name will be called before the Board's deliberation.

Speakers are allowed a maximum of three (3) minutes to address the Board. The Board will limit any response to public comments to brief statements, referral to staff, or referral to a future board meeting.

D. 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. OAHS Hiring of Additional Coaches
- D. Approval of Warrants
- E. Orcutt Junior High School overnight trip to Disney Resort "YES" Programs, April 3rd – April 4th, 2020
- F. OAHS Boys Golf Team CIF-CS Trip
- G. OAHS Track & Field Team CIF-CS Trip
- H. OAHS Boys Tennis Team CIF-CS Trip
- I. OAHS Baseball CIF-CS Trip
- J. OAHS Softball Team CIF-CS Trip
- K. Minutes, Special Board Meeting, February 3, 2020
- L. Minutes, Special Board Meeting, February 5, 2020
- M. Minutes, Special Board Meeting, February 7, 2020
- N. Minutes, Board Meeting, February 12, 2020
- O. Minutes, Special Board Meeting, February 26, 2020
- P. BP 0420.42 Charter Renewal, for second reading
- Q. BP 0450, Comprehensive Safety Plan, for second reading

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

Moved _____

Second _____

Vote _____

ITEMS SCHEDULED FOR ACTION

A. 1. Acceptance of Gifts

Olga Reed School received a cash donation for \$1,000 from Nancy Helgeland, to be used to offset the cost of eighth grade graduation supplies and activities.

Orcutt Academy and Olga Reed Schools received 94 books to be donated to the Los Alamos Campus Library from Melanie Waffle.

Campus Connection received Legos valued at \$300 from Tanya Karstrom, to be used at the Joe Nightingale Campus Connection.

Alice Shaw received a single rolling clothes rack to be used for the School lost and found from Wendy Umsteadt.

It is recommended that the Board of Trustees accept this gift and request that a letter of acceptance and appreciation be forwarded to Nancy Helgeland, Tanya Karstrom, Melanie Waffle and Wendy Umsteadt.

Moved _____ Second _____ Vote _____

B. **BUSINESS SERVICES**

INFORMATION ONLY:

1. Presentation on Facilities Update and Series A & B Funding Update

Action Items

1. Orcutt Union School District Second Interim Report 2019-2020

It is recommended that the Board of Trustees approve the Second Interim Report with a Positive Certification for 2019-20.

Moved _____ Second _____ Vote _____

2. Award of Bid for the Pine Grove School Site Safety Security/Parking Lot for the Measure G Bond

It is recommended that the Board of Trustees award the bid to RDZ Contractors for \$1,522,200, as they were the lowest, responsive, and responsible bidder.

Moved _____ Second _____ Vote _____

3. Pine Grove School Site Safety Security and Parking Lot Budget for the Measure G Bond

It is recommended that the Board of Trustees approve the Estimated Budget for the Pine Grove Safety Security and Parking Lot for the Measure G Bond, as submitted.

Moved _____ Second _____ Vote _____

4. Olga Reed Cafeteria Project for the Measure G Bond

It is recommended that the Board of Trustees award the Olga Reed Cafeteria Project for the Measure G Bond to Pre-Con Industries, Inc. for \$1,178,400, as they were the lowest responsive and responsible bidder.

Moved _____ Second _____ Vote _____

5. Olga Reed Cafeteria Project Budget for Measure G Bond

It is recommended that the Board of Trustees approve the Estimated Budget for the Olga Reed Cafeteria Project Budget for the Measure G Bond, as submitted.

Moved _____ Second _____ Vote _____

6. Award of Bid for the Orcutt Academy High School Restrooms Modernization

It is recommended that the Board of Trustees award the Orcutt Academy High School Restrooms Modernization bid to Pre-Con Industries, Inc. for \$958,900, as they were the lowest responsive and responsible bidder.

Moved _____ Second _____ Vote _____

7. Orcutt Academy High School Restrooms Modernization Budget for Measure G Bond

It is recommended that the Board of Trustees approve the Estimated Budget for the Orcutt Academy High School Restrooms Modernization Budget for Measure G Bond, as submitted.

Moved _____ Second _____ Vote _____

8. Award of Bid for the Innovation Center Project for the Measure G Bond

It is recommended that the Board of Trustees award the Innovation Project bid to Quincon, Inc. for \$3,355,335, as they were the lowest, responsive, and responsible bidder.

Moved _____ Second _____ Vote _____

9. Innovation Center Project Budget for the Measure G Bond

It is recommended that the Board of Trustees approve the Estimated Budget for the Innovation Center Project for the Measure G Bond, as submitted.

Moved _____ Second _____ Vote _____

10. Board Policy 3550, Food Service/Child Nutrition Program

It is recommended that the Board of Trustees adopt the revisions to Board Policy 3550, Food Service/Child Nutrition Program for the first reading and that it is placed on the next Consent Agenda for the second reading.

Moved _____ Second _____ Vote _____

11. Board Policy 3554, Other Food Sales

It is recommended that the Board of Trustees approve the new Board Policy for the district, BP 3554, Other Food Sales for the first reading and that it is placed on the next Consent Agenda for the second reading.

Moved _____ Second _____ Vote _____

C. HUMAN RESOURCE

1. Western Governors University Addendum to Tier 1 Agreement for Teacher Candidates

It is recommended that the Board of Trustees approve the Western Governors University Addendum to Tier 1 Agreement for the Teacher Credential Program with the Orcutt Union School District, as submitted.

Moved _____ Second _____ Vote _____

2. University of Southern California (USC) School/School District Placement Agreement for Student Teacher, school Counselor, and Social Worker Candidate

It is recommended that the Board of Trustees approve the USC Memorandum of Understanding and Agreement to provide Student Teacher, School Counselor and Social Work Candidates with the Orcutt Union School District on behalf of the USC/Rossier School of Education Teacher Preparation Program, and the USC Suzanne Dworak-Peck School of Social Work Preparation Program, as submitted.

Moved _____ Second _____ Vote _____

D. TECHNOLOGY

1. E-rate Category 2 Switch Purchase

It is recommended that the Board of Trustees approve the E-rate Category 2 Switch Purchase, as submitted.

Moved _____ Second _____ Vote _____

2. E-rate Category 2 Wireless Access Point Purchase

It is recommended that the Board of Trustees approve the E-rate Category 2 Wireless Access Point Purchase, as submitted.

Moved _____ Second _____ Vote _____

GENERAL ANNOUNCEMENTS

A. Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, April 8, 2020, beginning with Closed Session starting at 6:00 p.m., Public Session at 6:45 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN TO CLOSED SESSION (If Needed)

A. Public Report on Action Taken in Closed Session

ADJOURN

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

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

Classified Personnel Action Report
 Orcutt Union School District
 March 11, 2020



TO: Deborah Blow, Ed.D.

SUBMITTED BY: Susan Salucci, Assistant Superintendent/Human Resources

SUBJECT: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Baldonado, Emily	Dunlap	Instructional Assistant, I	11/2	3.5	\$15.20 per hr.	2/3/2020	Permanent/Probationary
Baldonado, Emily	Dunlap	Instructional Assistant, I	11/2	3.5	2.5% of Salary	2/3/2020	Special Needs Stipend
Baldonado, Emily	Dunlap	Instructional Assistant, I	11/2	3.5	\$1,000 annually, prorated	2/3/2020	Educational Stipend, Bachelor's
Butler, Suzanne	Dunlap	Media Specialist	14/2	24 per wk.	\$90.91 per mo.	9/1/18-10/1/19	Educational Stipend – Bachelor's (retro)
Camarena, Miriam	Health Services	Licensed Vocational Nurse, Substitute			\$21.49 per hr.	2/24/2020	Substitute
Catron, Susan	Pupil Services	Occupational Therapist		8.0	\$290.91 per mo.	3/1/2020	Longevity – 16 years (management)
Coll, Brenda	Alice Shaw	Instructional Assistant, I	11/6	6.0	2.5% of salary	2/1/2020	Special Needs Stipend
Delgado, Cathy	Orcutt JH	Child Nutrition Worker	7/6	3.0	\$150.00 per mo.	3/1/2020	Longevity – 15 years
Delgado, Cathy	Orcutt JH	Child Nutrition Worker	7/6	3.0	\$16.75 per hr.	2/14 – 8/14/2020	Request unpaid leave of absence
Espinoza, Sabrina	Lakeview JH	Child Nutrition Worker	7/6	3.25	\$150.00 per mo.	4/1/2020	Longevity – 15 years
Graham-Lemon, Julia	Dunlap	Instructional Assistant, I	11/2	3.5	\$15.20 per hr.	2/11/2020	Permanent/Probationary
Graham-Lemon, Julia	Dunlap	Instructional Assistant, I	11/2	3.5	2.5% of salary	2/11/2020	Special Needs Stipend
Hoffman, Jacob	Operations	Utility Worker, Substitute	18		\$15.89	2/18/2020	Substitute
James, Jaycob	Patterson	Instructional Assistant, I	11/2	3.5	\$15.20 per hr.	2/19/2020	Permanent/Probationary
James, Jaycob	Patterson	Instructional Assistant, I	11/2	3.5	2.5% of salary	2/19/2020	Special Needs Stipend
Laggren, Tatum	Dunlap	Instructional Assistant, I	11/6	3.50	\$125.00 per mo.	4/1/2020	Longevity – 10 years
Landreth, Chadley	Lakeview JH	Media Specialist	14/6	29 hrs. per wk.	\$150.00 per mo.	4/1/2020	Longevity – 15 years
Lopez, Dayra	Pupil Services	Occupational Therapist, Temp	6		\$50.35 per hr.	2/28/2020-6/5/2020	Temporary

Classified Personnel Action Report
 Orcutt Union School District
 March 11, 2020



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

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
McGill, Joseph	Operations	Utility Worker	18/6	8.0	\$3,822.00 per mo.	6/30/2020	Request Early Retirement Incentive Program
Montoya, Natalie	Alice Shaw	Office Manager	21/6	8.0	\$23.64 per hr.	7/1/2020	Request Early Retirement Incentive Program
Morales, Josiah	Dunlap	Instructional Assistant, I	11/1	3.5	2.5% of Salary	2/1/2020	Special Needs Stipend
Peterson, Sarah	Lakeview JH	Child Nutrition Worker	7/6	3.25	\$150.00 per mo.	3/1/2020	Longevity – 15 years
Razo, Dolores	Alice Shaw	Instructional Assistant, I	11/6	3.75	2.5% of salary	2/1/2020	Special Needs Stipend
Rodoski, Kyleigh	Patterson	Noon Duty Supervisor	6/3	1.75	\$14.11 per hr.	2/18/2020	Resignation
Silveira, Michelle	Orcutt Academy HS	Child Nutrition Worker/Cook	7/6 9/6	4.5	\$150.00 Per mo.	3/1/2020	Longevity – 15 years
Tidd, Megan	Child Care Assistant	Dunlap	6/5	3.0	\$15.56 per hr.	03/01/2020	Resignation
Weekley, Kim	Nightingale	Instructional Assistant, I	11/6	6.0	\$200.00 per mo.	3/1/2020	Longevity – 25 years



Certificated Personnel Action Report
 Orcutt Union School District
 March 11, 2020

TO: Dr. Deborah Blow, Superintendent
FROM: Susan Salucci, Assistant Superintendent / Human Resources
RE: Recommendations for Board Approval and Ratification

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Alter, Sara	Ralph Dunlap	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 60 hrs
Anadon, Alyssa	Joe Nightingale	V-3	\$56,625	2020-21	Permanent Status
Barbour, Katherine	Patterson Road	IV-3 Extra Duty	\$54,065 \$40/hr	2020-21 1/14-1/31/20	Permanent Status After School Computer, 5 hrs
Barr, Tiffany	Orcutt Academy I/S	III-3	\$51,620	2020-21	Permanent Status
Basulto, Christian	Orcutt JHS	V-1 Daily Extra Duty	\$53,008* \$110 \$40/hr	6/5/20 12/2/19 1/24-1/31/20	Released, Temp Assignment, 50% Shadow for long term assignment, 1 day Worked Prep, 1.5 hrs
Batchelor, Melanie	Pine Grove	Hourly	\$25	6/5/20 12/2/19-1/29/20	Released, Short Term Staff Art Enrichment, 94.5
Belanger, Rebecca	Pine Grove	Extra Duty	\$40/hr	1/23/20	IEP Meeting, .75 hr
Birdsall, Swapna	Orcutt Academy K-8	III-2 Extra Duty	\$49,946 \$40/hr	6/5/20 1/16/20	Released, Temp Assignment IEP Meeting, 1.25 hrs
Blanchard, Kimberly	Joe Nightingale	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 61.75 hrs
Bloom, Loren	District	V-2	\$54,786 \$2500	2020-21	Probationary 2 Status 2 nd Year of Signing Bonus
Bormes, Lori	Ralph Dunlap	Hourly	\$25	6/5/20 1/13-1/28/20	Released, Short Term Staff Art Enrichment, 38 hrs
Brickey, Patrick	Lakeview JHS	Extra Duty	\$40/hr	1/22-1/29/20 1/19/20	After School Computer, 2 hrs Saturday School, 3 hrs
Brown, Matthew	Joe Nightingale	III-4	\$53,350	2020-21	Permanent Status
Buchanan, Sarah	Pine Grove	Hourly	\$25	6/5/20 1/13-1/31/20 1/13-1/31/20	Released, Short Term Staff After School Computer, 11 hrs Intervention, 46.75 hrs
Byrne, Jennifer	Patterson Road	V-2	\$54,786	6/5/20	Released, Temp Assignment
Cain, Kelli	Patterson Road	III-7	\$58,905	6/5/20	Released, Temp Assignment
Callis, Wendy	Patterson Road	IV-3	\$54,065*	6/5/20	Released, Temp Assignment, 50%
Cantrell, Andrea	Ralph Dunlap	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 60 hrs
Chamberlain, John	Joe Nightingale	Extra Duty	\$40/hr	1/25/20	IEP Meeting, .75 hr

*To be prorated

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Chambless, Amy	Alice Shaw	Extra Duty	\$47.10/hr	1/14-1/16/20	IEP Meetings, 1.25 hrs
Chase, Angela	Patterson Road	VI-8	\$69,972	6/5/20	Released, Temp Assignment
Ciervo, Andrew	Orcutt Academy HS	Extra Duty	\$40/hr	1/24/20	Worked Prep, 1 hr
Coburn, Josie	Joe Nightingale Patterson Road Alice Shaw Orcutt AcademyHS	Extra Duty	\$40/hr	1/13-1/31/20 1/17-1/28/20	After School Band, 14 hrs Band at Basketball Games, 7.5 hrs
Cole, Cristy	Orcutt Academy K-8	Extra Duty	\$50/ea	1/15-1/27/20	JH Sports Supervisor, 2 games
Collison, Deirdre	Alice Shaw	Extra Duty	\$40/hr	1/27/20	IEP Meeting, .75 hr
Culbara, Graham	Orcutt Academy HS	Extra Duty	\$40/hr	1/24/20	Worked Prep, 1 hr
Cutler, Elizabeth	Lakeview JHS	VI-9	\$72,327*	6/5/20	Released, Temp Assignment, 60%
Dahl, Cheryl	Joe Nightingale	Extra Duty	\$40/hr	1/22/20	IEP Meeting, .5 hr
Day, Michelle	Pine Grove Orcutt Academy K-8	III-2 Extra Duty	\$49,946 \$2500 \$47.10/hr	2020-21 1/30/20	Probationary 2 Status 2 nd Year of Signing Bonus IEP Meeting, 1 hr
Doerksen, Allie	Pine Grove	I-3	\$47,061	2020-21	Permanent Status
Dunne, Anthony	Patterson Road	VI-8	\$69,972	2020-21	Permanent Status
Elkin, Miranda	Patterson Road	Extra Duty	\$40/hr	1/23-1/28/20	IEP Meetings, 2.25 hrs
Espinoza, Gabriel	Orcutt JHS	VI-6 Extra Duty	\$65,491 \$40/hr	2020-21 1/23-1/24/20	Permanent Status Worked Prep, 1.5 hrs
Eubanks, Lauren	Orcutt Academy HS	Extra Duty	\$40/hr	1/27-1/28/20	Peer Tutor Supervisor, 1 hr
Feliz, Jessica	Patterson Road	IV-4	\$55,876	2020-21	Permanent Status
Fenske, Christina	Olga Reed / Orcutt Academy K-8	Hourly	\$25	6/5/20 1/14-1/28/20 1/17-1/31/20	Released, Short Term Staff Garden Educator, 12 hrs Garden Educator, 16.5 hrs
Fichter, Megan	Lakeview JHS	II-8 Extra Duty	\$58,127 \$40/hr	2020-21 1/14-1/30/20	Permanent Status Detention, 6 hrs
Flatley, Lauren	Lakeview JHS Orcutt Academy HS	V-4	\$58,525	2020-21	Permanent Status
Frantz, Michele	Joe Nightingale	Extra Duty	\$40/hr	1/14-1/29/20 1/22/20	IEP Meetings, 1.25 hrs Kinder Task Force, 1.5 hrs
Fraser, Jamie	Pine Grove	Extra Duty	\$47.10/hr	1/16-1/29/20	IEP Meetings, 5.42 hrs
Fredriks, Ginger	Orcutt JHS	Extra Duty	\$40/hr	1/28/20	Worked Prep, 1 hr
Fredriks, Tymen	Orcutt Academy HS	Extra Duty	\$40/hr	1/27-1/28/20	Intervention, 2 hrs
Freeland, Susan	Joe Nightingale	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 67.5 hrs

*To be prorated

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Gallegos, Solana	Joe Nightingale	V-3 Extra Duty	\$56,625 \$40/hr	2020-21 1/28/20	Probationary 2 Status IEP Meeting, .75 hr
Garcia, Deedra	Patterson Road	Hourly	\$25	6/5/20 1/14-1/30/20 1/13-1/31/20	Released, Short Term Staff After School Computer, 6 hrs Intervention, 60 hrs
Gelotti, Scott	Orcutt Academy HS	Extra Duty	\$40/hr	1/13-1/27/20	Detention, 4 hrs
Goroski, Brenda	Lakeview JHS	VI-19	\$95,408*	2020-21	Request Unpaid Leave of Absence
Graunke, Alissa	Orcutt Academy HS	V-3	\$56,625	2020-21	Permanent Status
Greenup, Kelly	Joe Nightingale	VI-20	\$97,555	6/5/20	Request Participation in Early Retirement Program
Guerrero, Angeli	Joe Nightingale	IV-3 Extra Duty	\$54,065 \$2500 \$47.10/hr	2020-21	Probationary 2 Status 2 nd Year of Signing Bonus IEP Meetings, 2.5 hrs
Hadley, Amanda	Patterson Road	Hourly	\$25	6/5/20 1/13-1/31/20 1/13-1/30/20	Released, Short Term Staff Intervention, 72 hrs After School Computer, 6 hrs
Hart, Debbie	Olga Reed	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 59 hrs
Hawkins, Markie	Joe Nightingale	V-3	\$56,625	6/5/20	Resignation
Hemphill, Juliann	Orcutt Academy HS	Hourly	\$20 \$30 \$20	6/5/20 1/15-1/29/20	Released, Short Term Staff Webmaster, 10 hrs
Henry, Kristi	Joe Nightingale	IV-4 Extra Duty	\$55,876 \$47.10/hr	2020-21 1/22-1/28/20	Permanent Status IEP Meetings, 2.5 hrs
Hickey, Teresa	Ralph Dunlap	VI-7	\$67,696 \$2500	2020-21	Probationary 2 Status 2 nd Year of Signing Bonus
Hildebrant, Jennifer	Pine Grove	VI-8	\$69,972	2020-21	Permanent Status
Hodson, Joslyn	Patterson Road	Extra Duty	\$40/hr	1/14-1/30/20	After School Computer, 6 hrs
Holladay, Brittany	District	Hourly	\$25	1/13-1/16/20	Dibels, 9 hrs
Horton, Troy	Alice Shaw	Extra Duty	\$40/hr	1/16/20	IEP Meeting, .5 hr
Humann, Patricia	Patterson Road	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 60 hrs
Ibarra, Emily	Joe Nightingale	Hourly	\$25	6/5/20	Released, Short Term Staff
Iannoli-Ballard, Juliet	District	V	\$100,338	6/15/20	Resignation
Jackson, Kacie	Orcutt JHS	Extra Duty	\$40/hr	1/24/20	Worked Prep, 1 hr
Jackson, Nicole	Alice Shaw	IV-7	\$61,698*	6/5/20	Released, Temp Assignment, 50%
Johnson, Deanne	Alice Shaw	Extra Duty	\$40/hr	1/27/20	SIPPS Training, 2 hrs
Jones, Cara	Joe Nightingale	Hourly	\$25	6/5/20 1/13-1/31/20 1/13-1/31/20	Released, Short Term Staff Intervention, 28 hrs Overage, 28 hrs
Kaczor, Grazyna	Ralph Dunlap	III-7	\$58,905	6/5/20	Resignation

*To be prorated

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Kantorowski, Jennifer	Olga Reed / Orcutt Academy K-8	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 66.5 hrs
Kirkland, Keri	Lakeview JHS	Extra Duty	\$40/hr	1/14-1/28/20	After School Computer, 4 hrs
Kozel, Aaron	Ralph Dunlap	IV-4 Extra Duty	\$55,876 \$40/hr	2020-21 1/28/20	Permanent Status Intervention, 1 hr
Laflin, Debra	Olga Reed	Extra Duty	\$50/ea	1/16-1/30/20	JHS Sport Supervisor, 2 games
Lake, Cathy	District	Extra Duty	\$40/hr	1/22/20 1/21-1/23/20	Kinder Task Force, 1.5 hrs Leadership, 3.5 hrs
Lake, Erin	District	Hourly	\$25	1/14-1/23/20	Dibels, 16.75 hrs
Lara, Nichol	Alice Shaw	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 55 hrs
Larrabee, Jennifer	Patterson Road	Hourly	\$25	6/5/20 1/15-1/31/20	Released, Short Term Staff Art Enrichment, 55 hrs
Leach, Veronica	Olga Reed	Hourly	\$25	6/5/20 1/24-1/31/20 1/13-1/31/20	Released, Short Term Staff Art Enrichment, 7 hrs Intervention, 58.75 hrs
Lee, Tanya	Olga Reed	Extra Duty	\$40/hr	1/16/20	IEP Meeting, 1 hr
Lindemulder, Gerald	Orcutt JHS	Extra Duty	\$40/hr	1/23/20	Worked Prep, 1 hr
Lopez, Desiree	Orcutt Academy HS	Extra Duty	\$40/hr	1/28/20 1/24/20 1/13-1/27/20	IEP Meeting, 1 hr Worked Prep, 1 hr Intervention, 4 hrs
Lopez, Shannon	Joe Nightingale	Extra Duty	\$47.10/hr \$40/hr	1/23-1/29/20 1/23/20	IEP Meetings, 1.75 hrs Kinder Task Force, 1.5 hrs
Lovell, Stacey	Orcutt Academy K-8	Extra Duty	\$40/hr	1/30/20	IEP Meeting, 1 hr
Macdonald, Christa	Alice Shaw	Extra Duty	\$40/hr	1/22/20	Kinder Task Force, 1.5 hrs
Majewski, Katlin	Pine Grove	Hourly	\$25	6/5/20 1/14-1/31/20 1/13-1/31/20	Released, Short Term Staff After School Computer, 11 hrs Intervention, 42.5 hrs
Mason, Caryn	Orcutt Academy I/S	Hourly	\$30	6/5/20 1/13-1/31/20	Released, Short Term Staff Support Teacher, 104 hrs
Mason, Joshua	Orcutt Academy HS	Extra Duty	\$40/hr	1/16/20 1/30/20	Intervention, 1 hr IEP Meeting, .75 hr
Matautia, Jewelee	Orcutt Academy K-8	Hourly	\$25	6/5/20 1/13-1/30/20 1/13-1/31/20	Released, Short Term Staff Art Enrichment, 2.5 hrs Intervention, 69 hrs
May, Dawn	Pine Grove	IV-3 Extra Duty	\$54,065 \$40/hr	2020-21 1/31/20	Probationary 2 Status IEP Meeting, .5 hr
McKee, Vada	Orcutt JHS	V-5	\$60,493	2020-21	Permanent Status
McManus, James	Orcutt Academy HS	Stipend	\$1400*	2019-20	Boys Golf Coach, shared
Meyer, Karen	Ralph Dunlap	Extra Duty	\$40/hr	1/22/20	Kinder Task Force, 1 hr
Millan, Laurie	Alice Shaw	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 60 hrs
Millin, Genevieve	Orcutt JHS	III-2	\$49,946	6/5/20	Released, Temp Assignment

*To be prorated

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Montgomery, Megan	Orcutt Academy HS	IV-4	\$55,876	2020-21	Permanent Status
Morris, Sheri	Ralph Dunlap	Extra Duty	\$40/hr	1/30/20	IEP Meeting, 1.25 hrs
Murch, Tamara	Orcutt JHS	I-2 Hourly Extra Duty	\$45,536* \$25 \$40/hr \$25/hr	6/5/20 1/13-1/31/20 1/14-1/31/20	Released, Temp Assignment, 40% Released, Short Term Worked Prep, 15 hrs ELD Support Teacher, 24 hrs
Mussell, Katelyn	Pine Grove	IV-2 Extra Duty	\$52,310 \$40/hr	6/5/20 1/29/20	Released, Temp Assignment IEP Meeting, 1 hr
Musumeci, Tracie	District	VI-20 Hourly	\$97,555* \$25	6/5/20 12/3-12/18/19	Released, Temp Assignment, 20% Dibels, 18.5 hrs
Naess, Jennifer	Patterson Road	Extra Duty	\$47.10/hr	1/16-1/31/20	IEP Meetings, 2.1 hrs
Nordwall, Jubilee	Orcutt JHS	Extra Duty	\$40/hr	1/15-1/29/20 1/24/20	After School Computer, 3 hrs Worked Prep, 1 hr
Norling, Michaela	Pine Grove	Extra Duty	\$47.10/hr	1/23/20	IEP Meeting, 1 hr
Nye, Judy	Olga Reed Orcutt Academy K-8	VI-7 Extra Duty	\$67,696 \$2500 \$47.10/hr	2020-21 1/16/20	Probationary 2 Status 2 nd Year of Signing Bonus IEP Meeting, 2.25 hrs
Olson-Sanchez, Alysha	Orcutt Academy HS	V-3 Extra Duty	\$56,625 \$40/hr	6/5/20 1/30/20	Released, Temp Assignment Intervention, 1 hr
Padilla, Valerie	Alice Shaw	Extra Duty	\$47.10/hr	1/24-1/30/20	IEP Meetings, 4.33 hrs
Papworth, Lara	District	Hourly	\$25	1/16-1/24/20	ELPAC, 5.5 hrs
Parker, Jessica	Joe Nightingale	V-4	\$58,525	2020-21	Permanent Status
Pawley, Lise	Joe Nightingale	Extra Duty	\$40/hr	1/30/20	IEP Meeting, .5 hr
Penk, Heather	Orcutt Academy HS	Extra Duty	\$40/hr	1/13-1/31/20 1/28/20	Morning Library Support, 7 hrs Intervention, 1 hr
Perales, Anita	Joe Nightingale	Extra Duty	\$47.10/hr	1/14-1/30/20	IEP Meetings, 5 hrs
Perez, Anayeli	Orcutt Academy HS	Extra Duty	\$40/hr	1/28-1/30/20	IEP Meeting, 1.75 hrs
Perez, Cecilia	Orcutt JHS	Extra Duty	\$47.10/hr	1/13-1/23/20	IEP Meetings, 2.25 hrs
Pimentel, Jade	Joe Nightingale	III-2 Extra Duty	\$49,946 \$40/hr	6/5/20 1/23/20	Released, Temp Assignment IEP Meeting, 1 hr
Provost, Janell	Alice Shaw	Extra Duty	\$40/hr	1/30/20	IEP Meeting, 1.1 hrs
Pugh, Caline	Pine Grove	V-4	\$58,525	6/5/20	Released, Temp Assignment
Ramin, Ginger	Patterson Road	V-7 Extra Duty	\$64,625 \$40/hr	2020-21 1/17-1/31/20	Permanent Status Worked Prep, 2 hrs
Ramirez, Amanda	Shaw	Daily Hourly	\$272.19 \$25	6/5/20 12/19/19-1/31/20	Released, Long Term Sub IEP Meetings, 4.25 hrs
Ramirez, Nancy	Joe Nightingale	III-2	\$49,946	6/5/20	Released, Temp Assignment
Ramos, Lynn	Joe Nightingale	Extra Duty	\$40/hr	1/16/20	IEP Meeting, 1 hr
Reed, Shannon	Alice Shaw	Daily	\$110	1/24/20	Shadow for long term assignment, 1 day

*To be prorated

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Reyes, Emily	Orcutt JHS	IV-3 Extra Duty	\$54,065 \$40/hr	6/5/20 1/28/20	Released, Temp Assignment Worked Prep, 1 hr
Reynolds, Crystal	Orcutt JHS	Extra Duty	\$40/hr	1/13-1/22/20	Worked Prep, 2 hrs
Rhyne, Suzi	Joe Nightingale	Extra Duty	\$40/hr	1/16-1/22/20	IEP Meeting, 2.5 hrs
Rianda, Terry	District	Hourly	\$50	1/14-1/29/20 1/22/20	Induction Mentor, 16 hr Intern Support Mentor, 2 hrs
Richardson, Laura	Pine Grove	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 71.5 hrs
Riezebos, Analise	Alice Shaw	III-3	\$51,620	2020-21	Permanent Status
Robertson, Donald	Pine Grove	Extra Duty	\$40/hr	1/16-1/28/20 12/3-12/13/19	IEP Meetings, 2 hrs After School Band, 2 hrs
Rodriguez, Paul	Orcutt Academy HS	Stipend	\$1066	2019-20	Jr. Varsity Baseball Coach
Romo-Buendtempo, Sara	Alice Shaw	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 56.5 hrs
Rowland, JoAnn	Alice Shaw	Hourly	\$25	6/5/20 1/15-1/31/20	Released, Short Term Staff Art Enrichment, 50 hrs
Ryken, Austria	Pine Grove	III-2	\$49,946	6/5/20	Released, Temp Assignment
Sage, Addison	Orcutt Academy HS	IV-2 Extra Duty	\$52,310* \$40/hr	6/5/20 2020-21 1/24/20	Released, Temp Assignment, 60% Prob 2, 40% Worked Prep, 1 hr
Salvesen, Kristin	Pine Grove	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Intervention, 29 hrs
Sanders, Gregory	Lakeview JHS	Extra Duty	\$40/hr	1/16-1/30/20	After School Computer, 3 hrs
Scala, Amber	Orcutt Academy HS	Daily	\$272.11	6/5/20	Released, Long Term Sub
Scarry, Jill	Orcutt JHS	Extra Duty	\$40/hr	1/28-1/30/20	Intervention, 2 hrs
Schmid, John	Ralph Dunlap	Extra Duty	\$40/hr	10/25/19	IEP Meeting, .5 hr
Schmid, Renee	Joe Nightingale	Extra Duty	\$40/hr	1/28/20	IEP Meeting, .75 hr
Schmidt, Christopher	Orcutt JHS	Extra Duty	\$40/hr	1/23/20	IEP Meeting, .75 hr
Segura, Monique	Alice Shaw	Extra Duty	\$40/hr	1/22/20 1/27/20	Kinder Task Force, 1.5 hrs SIPPS Training, 2 hrs
Severance, Robert	Alice Shaw	Hourly	\$25	2019-20 6/5/20 1/27-1/28/20	Intervention, 12 hrs wk Released, Short Term Staff After School Computer, 2 hrs
Shaffer, Scott	Alice Shaw	VI-8	\$69,972	2020-21	Permanent Status
Sharpe, Jeri	Pine Grove	IV-3	\$54,065	2020-21	Permanent Status
Shaw, John Thomas	Patterson Road	Hourly	\$25	1/22/20	Staff Meeting, Long Term Sub
Sheahan, Jonathan	Lakeview JHS	III-4	\$53,350	6/5/20	Resignation
Sherer, Diana	Orcutt Academy I/S	Hourly	\$30	6/5/20 1/13-1/30/20	Released, Short Term Staff Support Teacher, 112 hrs

*To be prorated

NAME	SCHOOL	CLASS/STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Shuffield, Jamie	Patterson Road	IV-2 Extra Duty	\$52,310 \$40/hr	6/5/20 1/28/20	Released, Temp Assignment IEP Meeting, .5 hr
Silva, Julie	Pine Grove	Extra Duty	\$40/hr	1/21/20	IEP Meeting, 1.25 hrs
Slezak, Sarah	Joe Nightingale Orcutt JHS Lakeview JHS	V-8	\$66,801	2020-21	Permanent Status
Slovak, Julie	Pine Grove	VI-8	\$69,972	2020-21	Permanent Status
Smith, April	Lakeview JHS	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff ELD Support Teacher, 46 hrs
Smith, Timothy	Lakeview JHS	VI-5	\$63,363	2020-21	Completed MA Program
Smithson, Allen	Pine Grove Olga Reed Orcutt Academy K-8	V-7 Extra Duty	\$64,625 \$40/hr	2020-21 1/13-1/30/20	Permanent Status After School Band, 12.25 hrs
Soriano, Yvette	Patterson Road	Extra Duty	\$40/hr	12/2/19-1/22/20	Kinder Task Force, 3.25 hrs
Stapp, Haylee	Patterson Road	Extra Duty	\$47.10/hr	1/23-1/28/20	IEP Meetings, 1.5 hrs
Stein, Megan	Joe Nightingale	Extra Duty	\$40/hr	1/23/20	IEP Meeting, 1 hr
Taira, Myrna	Joe Nightingale	Extra Duty	\$40/hr	1/23/20	IEP Meeting, 1 hr
Taubenheim, Aniko	Ralph Dunlap	Extra Duty	\$40/hr	1/22/20	Kinder Task Force, 1.5 hrs
Thompson, Linda	District	VI-20	\$97,555*	6/5/20	Released, Temp Assignment, 35%
Tuggle, Julianne	Olga Reed	Daily	\$200	6/5/20	Released, Long Term Sub
Tymn, Elizabeth	Pine Grove	Extra Duty	\$40/hr	1/27/20	IEP Meeting, 1.5 hrs
Valdovinos, Mariana	Orcutt JHS	V-3	\$56,625	2020-21	Permanent Status
Verch, Gregory	Orcutt Academy HS	Stipend	\$1400*	2019-20	Boys Golf Coach, shared
Villasenor, Jessica	Olga Reed	II-4	\$50,939	2020-21	Permanent Status
Voss, Caitlin	Ralph Dunlap	V-3	\$56,625	2020-21	Permanent Status
Wellard, Amy	Alice Shaw	III-7 Extra Duty	\$58,905 \$40/hr	6/5/20 1/13-1/21/20	Released, Temp Assignment After School Computer, 3 hrs
Westhoff, Kazan	Joe Nightingale	Extra Duty	\$47.10/hr	1/16-1/28/20	IEP Meetings, 3 hrs
Whitehair, Steven	Patterson Road	Extra Duty	\$47.10/hr	1/28-1/30/20	IEP Meetings, 2 hrs
Whitted, Dana	Olga Reed	Hourly	\$25	6/5/20 1/13-1/31/20 1/16-1/30/20	Released, Short Term Staff Intervention, 51.5 hrs Art Enrichment, 7 hrs
Widle, Tiffany	Joe Nightingale	Extra Duty	\$40/hr	1/22/20	Kinder Task Force, 1.5 hrs
Wilson, Shauna	Orcutt Academy K-8	Extra Duty	\$40/hr	1/28/20	IEP Meeting, 6.25 hrs
Winkelpleck, Dustin	Patterson Road	III-4 Extra Duty	\$53,350 \$40/hr	2020-21 1/14-1/30/20	Permanent Status After School Computer, 6 hrs

*To be prorated

NAME	SCHOOL	CLASS/ STEP	SALARY	EFFECTIVE DATE	ACTION INFORMATION
Winters, Gabriella	Ralph Dunlap	II-3	\$49,286	2020-21	Permanent Status
Wogahn, Alyssa	Pine Grove	IV-2	\$52,310	6/5/20	Released, Temp Assignment
Woodruff, Jenna	Ralph Dunlap	IV-2	\$52,310	6/5/20	Released, Temp Assignment
Yamaichi, Anna	Pine Grove	Hourly	\$25	6/5/20 1/13-1/31/20	Released, Short Term Staff Overage Teacher, 79.5 hrs
Yamamoto, Alana	Orcutt Academy HS	Extra Duty	\$47.10/hr	1/28-1/30/20	IEP Meetings, 1.75 hrs
York, Sarah	Patterson Road	Daily	\$241.16	6/5/20 1/24/20	Released, Long Term Sub Wonders ELD, 5.75 hrs
Zimmerman, Liz	Pine Grove	Extra Duty	\$40/hr	1/23/20	IEP Meeting, .75 hr
Zucker, Anna	Orcutt JHS	Extra Duty	\$40/hr	1/22-1/28/20	Worked Prep, 2.5 hrs

*To be prorated

ORCUTT ACADEMY CHARTER SCHOOL

ORCUTT UNION SCHOOL DISTRICT

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: March 11, 2020

RE: ***NOTIFICATION TO BOARD – HIRING OF ADDITIONAL CHARTER
HIGH SCHOOL COACHES FOR 2019-20 SCHOOL YEAR***

Orcutt Academy Charter HS:

Paul Rodriguez	Junior Varsity Baseball
Greg Verch	Boys Varsity Golf

Unpaid Volunteers:

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

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 Junior High School

P.O. BOX 2310 ORCUTT, CALIFORNIA 93457
PHONE (805) 938-8700 FAX (805) 938-8749



February, 2020

Dear Orcutt Union School District Board,

As in the previous years, the Journalism and Leadership classes from Orcutt Jr. High School would like to plan an overnight trip to participate in the Disney Resort YES Programs on April 3rd through the 4th, of this school year.

The classes will be participating in one of two programs that Disneyland offers to grades 3-12. One of the classes is, "Creating a Leadership Legacy". This class benefits our students by helping them develop personal leadership skills and learning how to apply them to a team setting. While discovering how leadership played a role in Walt Disney's life, students explore exciting Disneyland attractions, learn the importance of teamwork and gain the self confidence necessary to be leaders of tomorrow. Also, the class discusses the importance of diversity and helps students learn to brainstorm for creative ideas and solutions for a project. It gives students the ability to gain confidence to overcome obstacles and find courage and determination to accomplish goals and believe in their dreams.

The second class is called, "Designing a Disney Story". This class would help students with animating the video portion of our class for the video morning news announcements. Students get an inside look at Disney animation while learning the artistic and technical sides of the process. This knowledge is then applied when they get the opportunity to explore their creativity while planning and designing their very own storyboard. The class teaches students how to draw Disney characters using simple geometric shapes and demonstrates storyboarding. The animation class helps students to articulate the physical process of persistence of vision and to calculate the number of frames needed in a sixty-minute animated film. All of the objectives from both of the classes will help our Journalism students in the future.

The Orcutt Jr. High School Journalism and Leadership classes would like to ask for your permission to miss school Friday, April 3, 2020 to take this educational field trip. We have already raised the money for the trip. Thank you for your consideration.

Sincerely,

The Orcutt Junior High School Journalism and Leadership Classes of 2019-2020



Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: OAHS Boys Golf Team

BACKGROUND: There is a possibility that the Orcutt Academy High School Boys Golf Team will compete in the CIF-CS team games. The playoffs will take place during the following dates (area finals) May 11; (team & individual) May 18 & 26 and (state finals) June 3. This may require an overnight stay. Our team will depart from OAHS on the morning of the competition and return either the same day or the following morning depending on the location. Coach Jim McManus and his assistant coach will be accompanying our Boys Golf Team to this event.

Transportation will be provided by coaches and parent drivers. All costs will be paid for out of the Boys Golf fundraising account.

RECOMMENDATION: Staff recommends that this overnight trip (if needed) be approved as submitted.

FUNDING: No Impact on General Fund



Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: OAHS Track & Field Team

BACKGROUND: There is a possibility that the Orcutt Academy High School Track & Field Team will compete in the CIF-CS team games. The playoffs will take place during the following dates (Area Finals) May 14; (Section Finals) May 23 and (State Finals) May 29-30. This may require an overnight stay. Our team will depart from OAHS on the morning of the competition and return either the same day or the following morning depending on the location. Coach James Barr and his assistant coach will be accompanying our Track & Field team to this event.

Transportation will be provided by coaches and parent drivers. All costs will be paid for out of the Track & Field fundraising account.

RECOMMENDATION: Staff recommends that this overnight trip (if needed) be approved as submitted.

FUNDING: No Impact on General Fund



Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: OAHS Boys Tennis Team

BACKGROUND: There is a possibility that the Orcutt Academy High School Boys Tennis Team will compete in the CIF-CS team games. The playoffs will take place during the following dates, April 28, 30, May 6, 12, 2020; (Area) April 8 & 9, 2020; (Individual) May 15 & 16, 2020; (Regionals) May 22 & 23, 2020. This may require an overnight stay. Our team will depart from OAHS on the morning of the competition and return either the same day or the following morning depending on the location. Coach Art Lopez and his assistant coach will be accompanying our tennis team to this event.

Transportation will be provided by coaches and parent drivers. All costs will be paid for out of the Boys Tennis Team fundraising account.

RECOMMENDATION: Staff recommends that this overnight trip (if needed) be approved as submitted.

FUNDING: No Impact on General Fund



Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: OAHS Baseball Team

BACKGROUND: There is a possibility that the Orcutt Academy High School Baseball Team will compete in the CIF-CS team games. The playoffs will take place during the following dates May 12, 14, 19, 22 & 23, 2020. This may require an overnight stay. Our team will depart from OAHS on the morning of the competition and return either the same day or the following morning depending on the location. Coach Hank Muro and his assistant coach will be accompanying our baseball team to this event.

Transportation will be provided by coaches and parent drivers. All costs will be paid for out of the baseball fundraising account.

RECOMMENDATION: Staff recommends that this overnight trip (if needed) be approved as submitted.

FUNDING: No Impact on General Fund



Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: OAHS Softball Team

BACKGROUND: There is a possibility that the Orcutt Academy High School Softball Team will compete in the CIF-CS team games. The playoffs will take place during the following dates May 13, 15, 20, 22 & 23, 2020. This may require an overnight stay. Our team will depart from OAHS on the morning of the competition and return either the same day or the following morning depending on the location. Coach Darrell Black and his assistant coach will be accompanying our softball team to this event.

Transportation will be provided by coaches and parent drivers. All costs will be paid for out of the softball fundraising account.

RECOMMENDATION: Staff recommends that this overnight trip (if needed) be approved as submitted.

FUNDING: No Impact on General Fund

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
Monday, February 3, 2020**

CALL TO ORDER

A special Board meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, February 3, 2020, beginning with Liz Phillips calling Public Session to order at 5:00 p.m. Melanie Waffle led the Pledge of Allegiance. Members Present: Morinini, Phillips, Waffle, Steller, and Henderson. Present: Fred Van Leuven, Leadership Associates. It was moved by Melanie Waffle seconded by Mark Steller and carried to adopt the February 3, agenda, as presented. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

Approval of Leadership associates Proposal to Conduct the Superintendent's Search

Peggy Lynch, with Leadership Associates gave a presentation to the Board regarding their proposal to conduct the Superintendent's Search. It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to approve the Leadership Associates Contract, as submitted. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

ADJOURN

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adjourn the meeting at 5:45 p.m.

Deborah Blow, Ed.D., Board Secretary

Melanie Waffle, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
February 5, 2020**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, February 5, 2020 beginning with Liz Phillips calling Public Session to order at 5:00 p.m. Lisa Morinini led the Pledge of Allegiance. Members Present: Phillips, Waffle, Steller, Henderson and Morinini. Administrator Present: Blow. It was moved by Melanie Waffle, seconded by Lisa Morinini and carried to adopt the February 5, 2020, agenda as presented. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

PUBLIC COMMENT

There was no public comment.

BOARD/SUPERINTENDENT GOVERNANCE BOARD RETREAT

ADJOURN

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adjourn the meeting at 7:36 p.m. Ayes: Phillips, Waffle, Steller, Henderson and, Morinini.

Deborah Blow, Ed.D., Board Secretary

Melanie Waffle, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
February 7, 2020**

CALL TO ORDER

A Special Board Meeting of the Board of Trustees of the Orcutt Union School District was held on Friday, February 7, 2020, beginning with Liz Phillips calling Public Session to order at 5:45 p.m. Lisa Morinini led the Pledge of Allegiance. Members Present: Morinini, Phillips, Waffle, Steller, and Henderson. Present: Fred Van Leuven, Leadership Associates. It was moved by Melanie Waffle, seconded by Mark Steller and carried to adopt the February 7, 2020 agenda, as presented. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Superintendent Search Process – Discussion

Fred Van Leuven, Leadership Associates led a discussion with the Board of Trustees on the Superintendent Search Process.

ADJOURN TO CLOSED SESSION

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adjourn to Closed Session at 7:07 p.m. Ayes: Phillips, Waffle, Steller, Henderson and Morinini.

RECONVENE AND ADJOURN

The meeting reconvened to Public Session at 7:25 p.m. and Liz Phillips reported that there was no action taken in closed session. It was moved by Melanie Waffle, seconded by Mark Steller and carried to adjourn the meeting at 7:26 p.m.

Deborah Blow, Ed.D., Board Secretary

Melanie Waffle, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
February 12, 2020**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, February 12, 2020, beginning with Liz Phillips calling Public Session to order at 6:00 p.m. The Pledge of Allegiance was led by Bill Young. Members Present: Phillips, Waffle, Steller, Henderson, and Morinini. Administrators Present: Blow, Edds, Salucci, Young and Fell.

ADJOURN TO CLOSED SESSION

It was moved by Lisa Morinini, seconded by Mark Steller and carried to adjourn to Closed Session at 6:01 p.m. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 6:45 p.m. Liz Phillips reported that no action was taken in closed session. It was moved by Mark Steller, seconded by Melanie Waffle and carried to adopt the February 12, 2020, agenda as presented. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

SUPERINTENDENT'S REPORT

OAHS ASB officers, Nathan Calhoun, President, Jack Hinkle, Secretary and Raphael Relyea, Treasurer gave ASB updates. Eric Melsheimer gave an OCAF update. Dr. Blow introduced Kelly Osborne, Principal at Orcutt Jr. High School, and Kate McInerney, Principal at Joe Nightingale. Both principals were awarded ACSA "Principal of the Year". Liz Phillips and the Board congratulated them on their award.

ITEMS FROM THE BOARD

Melanie Waffle commented on the Census Information that was sent out via PeachJar. Lisa Morinini requested that the board consider one or two board meetings take place in Los Alamos each year. Mark Steller is on the Santa Barbara County Wellness Council.

PUBLIC COMMENT

Monique Segura gave an OEA update.

WRITTEN COMMUNICATION

Dr. Blow received a written communication from the Santa Barbara County Education Office, notifying the district and board of the positive certification on the First Interim Report for 2019-20.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. OAHS Hiring of Additional Coaches
- D. Approval of Warrants
- E. Minutes, Board Meeting, January 15, 2020
- F. Minutes, Special Board Meeting, January 21, 2020
- G. Williams/Valenzuela Uniform Complaints Quarterly Report
- H. Board Policy 5116.1, IntraDistrict Open Enrollment, for second reading
- I. Board Policy 5117, InterDistrict Attendance, for second reading
- J. Board Policy 5118, Open Enrollment Act Transfers, for second reading
- K. Board Policy 5131.2, Bullying, for second reading
- L. Board Policy 5141.21 Administering Medication and Monitoring Health Conditions, for second reading
- M. Board Policy 6143, Courses of Study, for second reading
- N. Board Policy 6154, Homework/Makeup Work, for second reading

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to approve consent agenda items A - N, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

ACTION AGENDA ITEMS

It was moved by Mark Steller, seconded by Melanie Waffle, and carried to approve the acceptance of gifts, and that a letter of acceptance and appreciation be sent to Los Alamos Valley Men's Club, Melfred Borzall, and Allan Hancock College. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Board Policy 0420.42, Charter Renewal

It was moved by Mark Steller, seconded by Melanie Waffle, and carried to approve the revisions made to Board Policy 0420.42, Charter Renewal, for the first reading, and that it be placed on the next Consent Agenda for the second reading. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Board Policy 0450, Comprehensive Safety Plan

It was moved by Shaun Henderson, seconded by Mark Steller, and carried to adopt the revisions to Board Policy 0450, Comprehensive Safety Plan, for the first reading and that it be placed on the next Consent Agenda for second reading. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Contract with NewDawn Security for Social Media Monitoring

It was moved by Shaun Henderson, seconded by Melanie Waffle, and carried to approve the contract with NewDawn Security for Social Media Monitoring, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Cooperative Purchasing Memberships

It was moved by Melanie Waffle, seconded by Shaun Henderson, and carried to approve the Cooperative Purchasing Memberships, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Piggyback Bid Authorization for the Purchase of a District School Bus

It was moved by Shaun Henderson, seconded by Mark Steller, and carried to approve the Piggyback Bid Authorization for the purchase of a 2019 IC (82) passenger bus from Creative Bus Sales, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Resolution No. 11, County School Facilities Fund (Fund 35)

It was moved by Lisa Morinini, seconded by Melanie Waffle, and carried to approve Resolution No. 11 County School Facilities Fund (Fund 35), as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Approval of Amendment of Professional Services Agreement with PMSM/19six Architects

It was moved by Shaun Henderson, seconded by Mark Steller, and carried to approve the Amendment of Professional Services Agreement with PMSM/19six Architects, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Piggyback Bid Authorization for the Purchase and Installation of Twelve (12) Modular Classrooms

It was moved by Shaun Henderson, seconded by Mark Steller, and carried to approve the Piggyback Bid Authorization for the purchase and Installation of Twelve (12) Modular Classrooms, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Approval of Ravatt, Albrecht & Associates, Inc. Professional Services Agreement

It was moved by Shaun Henderson, seconded by Mark Steller, and carried to approve the Ravatt, Albrecht & Associates, Inc. Professional Services Agreement, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

Approval of Smith Mechanical-Electric-Plumbing Change Orders

It was moved by Melanie Waffle, seconded by Mark Steller, and carried to approve the Smith Mechanical-Electric-Plumbing change orders, as submitted. Ayes: Waffle, Steller, Henderson, and Morinini. Abstain: Phillips

Comprehensive school Safety Plan (CSSP) for All School Sites

It was moved by Shaun Henderson, seconded by Melanie Waffle, and carried to approve the Comprehensive School Safety Plan (CSSP) for Alice Shaw, Joe Nightingale, Patterson Rd., Pine Grove, Ralph Dunlap, Lakeview JHS, Orcutt JHS, Orcutt Academy K-8, Orcutt Academy Independent Study and Orcutt Academy High School, as submitted. Ayes: Phillips, Waffle, Steller, Henderson, and Morinini.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, March 11, with Closed Session starting at 6:00 p.m., Public Session at 6:45 p.m. in the Los Alamos Gym, 480 Centennial street, Los Alamos, CA 93440. There will be a Special Curriculum Board Meeting on Wednesday, February 26, 2020, in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

It was moved by Mark Steller, seconded by Shaun Henderson and carried to adjourn the meeting at 7:18 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Melanie Waffle, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL CURRICULUM BOARD MEETING
February 26, 2020**

CALL TO ORDER

A special curriculum meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday February 26, 2020, beginning with Liz Phillips calling Public Session to order at 6:00 p.m. Colleen Kuykendall led the Pledge of Allegiance. Members Present: Phillips, Waffle, Steller, Henderson, and Morinini. Administrators Present: Blow, Edds, Salucci, Young and Fell. Also present Teacher On School Assignment (TOSAS): Tammy Hart, Cathy Lake, Cher Manich, Karen Cornwell, Elaine Furst, and Collen Kuykendall. It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adopt the February 26, 2020 agenda, as presented. Ayes: Phillips, Waffle, Steller, Henderson and Morinini.

SPECIAL CURRICULUM BOARD MEETING

Dr. Holly Edds and the TOSAS gave a Multi-Tiered Systems of Support (MTSS) Update.

ADJOURN

It was moved by Mark Steller, seconded by Shaun Henderson and carried to adjourn the meeting at 7:51 p.m.

Deborah Blow, Ed.D., Board Secretary

Melanie Waffle, Clerk of the Board

CHARTER SCHOOL RENEWAL

The ~~Board of Trustees~~ **Governing Board** believes that the ongoing operation of a charter school established within the district should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition in a thorough and timely manner. **The Board shall consider renewal petitions only of charters originally authorized by the Board itself or by the State Board of Education on appeal after initial denial by the Board.**

(cf. 0420.4 - Charter School Authorization)
(cf. 0420.41 - Charter School Oversight)
(cf. 0420.43 - Charter School Revocation)
(cf. 0500 - Accountability)

No charter school that submits a renewal petition on or after July 1, 2019 shall be operated as, or be operated by, a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)

The Board recommends that a charter school submit its petition for renewal to the Board sufficiently early before the expiration of the term of the charter to allow the Board's deliberations and decision on the renewal petition to be completed with minimal disruption to the charter school's educational program in the renewal year.

Each renewal shall be for a period of five years. (Education Code 47607)

~~Submission of~~ **Criteria for Granting or Denying Renewals** ~~Petition~~

~~A charter school seeking renewal of its charter is encouraged to submit a petition for renewal to the Board sufficiently early before the term of the charter is due to expire.~~

~~The signature requirement applicable to new charter petitions shall not be applicable to petitions for renewal. (5 CCR 11966.4)~~

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605, except that the signature requirement for new petitions is not applicable to petitions for renewal. (Education Code 47607; 5 CCR 11966.4)

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed. ~~The petition also shall include documentation that the charter school meets at least one of the criteria for academic performance specified in Education Code 47607(b).~~ (Education Code 47607; 5 CCR 11966.4)

~~The Board shall not grant a renewal until at least 30 days after the charter school submits such documentation of its academic performance. (Education Code 47607)~~

Criteria for Granting or Denying Renewal

~~Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. When considering a petition for renewal, the Board shall consider the past performance of the charter school's academics, finances, and operations in evaluating the likelihood of future success, along with plans for improvement, if any. (Education Code 47607; 5 CCR 11966.4)~~

In determining whether to grant a charter renewal, the Board shall consider the past academic, financial, and operational performance of the charter school in evaluating the likelihood of future success, along with any plans for improvement. Increases in academic achievement for all numerically significant groups of students served by the charter school, as defined in Education Code 52052, shall be the most important factor. (Education Code 47607; 5 CCR 11966.4)

The Board shall deny a renewal petition only if it makes a written factual finding setting forth specific facts to support one or more of the following grounds: (Education Code 47605, 47607; 5 CCR 11966.4)

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d).
4. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(b).
5. The charter school has failed to meet at least one of the following criteria of academic performance:
 - a. ~~Attainment of its~~ **Increase in A-academic Performance Index (API) growth target in the prior year or in two of the last three years, both school wide and for all numerically significant achievement for all** groups of student's **school wide and among numerically significant student subgroups, as determined using measures identified pursuant to** ~~served by the charter school as defined in~~ Education Code 52052.
 - b. An API ranking in deciles 4-10 in the prior year or in two of the last three years
 - c. ~~An API ranking in deciles 4-10 for a demographically comparable school in the prior year or in two of the last three years~~

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0420.42 (c)

- d. b. Academic performance at least equal to the academic performance of the public schools that the charter school students would otherwise have been required to attend, as well as the academic performance of district schools, taking into account the composition of the student population that is served at the charter school

~~In determining whether the charter school satisfies this criterion, the Board shall base its decision on documented, clear, and convincing data; student achievement data including, but not limited to, results from the Standardized Testing and Reporting Program for demographically similar student populations in comparison schools; and information submitted by the charter school at least 30 days prior to the Board's decision.~~

~~Whenever the Board makes a determination based on this criterion, the Superintendent or designee shall submit copies of supporting documentation and a written summary of the basis for the Board's its determination to the Superintendent of Public Instruction.~~

Such performance shall be determined based on a review of documented clear and convincing data; student achievement data from assessments, including, but not limited to, state academic achievement tests, for demographically similar student populations in comparison schools; and information submitted by the charter school. The Board shall not grant a renewal until at least 30 days after the submission of any such documentation by the charter school. The Superintendent or designee shall submit to the Superintendent of Public Instruction copies of supporting documentation and a written summary of the basis for the Board's determination.

(cf. 6162.51 - Standardized Testing and Reporting Program)

- e.c. Qualification for an alternative accountability system pursuant to Education Code 52052(h)

Timelines for Board Action

Within 30 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school and obtain public input.

If the charter school submits documentation pursuant to item #5d in the following section "Criteria for Granting or Denying Renewal," the Board shall not grant a renewal until at least 30 days after the submission of such documentation (Education Code 47607).

Within 60 days of receiving the renewal petition, or within 90 days if extended by mutual written agreement of the Board and the charter school, the Board shall either grant or deny the request to renew the charter. (Education Code 47607; 5 CCR 11966.4)

If the Board fails to make a written factual finding pursuant to items #1-5 in the following section "Criteria for Granting or Denying Renewal" within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition. (5 CCR 11966.4)

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0420.42 (d)

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied. (Education Code 47604.32; 5 CCR 11962.1)

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board of Education within 30 days of the Board's written factual findings supporting the denial. ~~If the County Board then fails to deny or grant the petition within 60 days of receiving the petition, or within 90 days if extended by written mutual agreement of the charter school and the County Board, the charter school may submit the petition to the State Board of Education.~~ (Education Code 47605, 47607.5)

Legal Reference:

EDUCATION CODE

47600-47616.7 Charter Schools Act of 1992

52052 Alternative accountability system

56145-56146 Special education services in charter schools

60600-60649 Assessment of academic achievement

CODE OF REGULATIONS, TITLE 5

11960-11969 Charter schools

UNITED STATES CODE, TITLE 20

7223-7225 Charter schools

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Manual for Governance Teams, rev. 2009

WEB SITES

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

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.charterauthorizers.org>

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

Policy Adopted: ~~09/11/2013~~ 03/11/20

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California

Philosophy, Goals, Objectives and Comprehensive Plans

COMPREHENSIVE SAFETY PLAN

The ~~Board of Trustees~~ **Governing Board** recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior, and respect for others.

- (cf. 0410 – Nondiscrimination in District Programs and Activities)
- (cf. 1312.3 – Uniform Complaint Procedures)
- (cf. 3515 – Campus Security)
- (cf. 3515.2 – Disruptions)
- (cf. 3515.3 – District Police/Security Department)**
- (cf. 3515.7 – Firearms on School Grounds)**
- (cf. 5131 - Conduct)
- (cf. 5131.2 – Bullying)
- (cf. 5131.4 – Student Disturbances)
- (cf. 5131.41 – Use of Seclusion and Restraint)**
- (cf. 5131.7 – Weapons and Dangerous Instruments)
- (cf. 5136 – Gangs)
- (cf. 5138 – Conflict Resolution/Peer Mediation_**
- (cf. 5144 – Discipline)
- (cf. 5144.1 – Suspension and Expulsion/Due Process)
- (cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))
- (cf. 5145.3 – Nondiscrimination/Harassment)
- (cf. 5145.7 – Sexual Harassment)
- (cf. 5145.9 – Hate-Motivated Behavior)

The school site council at each district school shall ~~write and~~ develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations. (Education Code 32281, 32286)

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

The school safety plan shall take into account the school's staffing, available resources and building design, as well as other factors unique to the site.

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

- (cf. 0500 – Accountability)
- (cf. 9320 – Meetings and Notices)

Philosophy, Goals, Objectives and Comprehensive Plans

COMPREHENSIVE SAFETY PLAN

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that includes tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with a representative of an employee bargaining unit, if he/she chooses to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

(cf. 4119.23/4219/4319.23 – Unauthorized Release of Confidential/Privileged Information)

(cf. 9011 – Disclosure of Confidential/Privileged Information)

(cf. 9321 – Closed Session Purposes and Agendas)

(cf. 9321.1 – Closed Session Actions and Reports)

Public Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 - Access to District Records)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

The Superintendent or designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

Philosophy, Goals, Objectives and Comprehensive Plans

COMPREHENSIVE SAFETY PLAN

~~35294.10-35294.15 School Safety and Violence Prevention Act~~

~~4120 Annual audits~~

~~41510-41514 School Safety Consolidated Competitive Grant~~

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student act constituting grounds for suspension or expulsion

67381 Violent crime

PENAL CODE

422.55 Definition of hate crime

626.8 Disruptions

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

CODE OF REGULATIONS, TITLE 5

11987-11987.7 School Community Violence Prevention Program requirements

11992-11993 Definition, persistently dangerous schools

UNITED STATES CODE, TITLE 20

7111-7122 Student Support and Academic Enrichment Grants

7912 Transfers from persistently dangerous schools

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Safe Schools: Strategies for Governing Boards to Ensure Student Success, Third Edition, October 2011

Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010

Students, Policy Brief, February 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

FEDERAL BUREAU OF INVESTIGATION PUBLICATIONS

Uniform Crime Reporting Handbook, 2004

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2004

WEB SITES

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

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

California Governor's Office of Emergency Services: <http://caloes.ca.gov>

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

Centers for Disease Control and Prevention: <http://www.cdc.gov/ViolencePrevention>

Federal Bureau of Investigation: <http://www.fbi.gov>

National Center for Crisis Management: <http://www.schoolcrisisresponse.com>

National School Safety Center: <http://www.nsscl.org>

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

Philosophy, Goals, Objectives and Comprehensive Plans

COMPREHENSIVE SAFETY PLAN

U.S. Secret Services, National Threat Assessment Center:

http://www.secretservice.gov/ntac_ssi.shtml

Policy Adopted: ~~01/11/17~~ **03/11/20**

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Olga Reed School Date: 2/19/20

DONOR: Name: Nancy Helgeland
Address: 28844 Grayfox St., Malibu, CA 90265-4253
Phone No. 310-804-8245

GIFT: Item Donated _____ or Cash Donation \$ 1000.00
(Fill in if money is donated)

Designated for: Funds are to be used to offset the cost of the graduation ceremony, supplies and eighth grade celebration activities.

General Description: _____

Model No.: _____ Condition: New Used

Value (estimated): _____

Purpose of Gift: _____

Will gift be purchased through Business Services Office? Yes No

Donor Conditions of Acceptance: _____

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

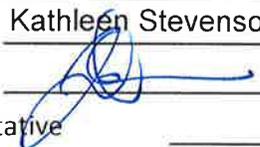
A. Will gift require installation? Yes No

B. What type of installation is required? _____

C. Will donor pay installation costs? Yes No

D. Will there be operating costs?
If yes, what type? Yes No

Acceptance Requested By (OUSD Staff Member): Kathleen Stevenson

Acceptance Approved By (Administrator): 

RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

Please submit request to the Superintendent's Office.

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



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Joe Nightingale Campus Connec. Date: 1/23/2020

DONOR: Name: Tanya Karstrom
Address: 350 Miles Ave, Orcutt 93455
Phone No. 805-478-1572

GIFT: Item Donated LEGO'S or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: CAMPUS CONNECTION
General Description: LEGO'S
Model No.: _____ Condition: New Used
Value (estimated): \$ 300+
Purpose of Gift: Student use
Will gift be purchased through Business Services Office? Yes No
Donor Conditions of Acceptance: None

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

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

Acceptance Requested By (OUSD Staff Member): SHIRLEY JUAREZ
Acceptance Approved By (Administrator): _____
RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

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



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Orcutt Academy and Olga Reed Schools Date: 2/26/20

DONOR: Name: Melanie Waffle
Address: 4220 Shady Glade, Santa Maria, CA 93455
Phone No. 805-680-1606

GIFT: Item Donated 94 Books or Cash Donation \$
Designated for: The Los Alamos Campus Library
General Description: A varied collection of reading books
Model No.: Condition: [X] New [X] Used
Value (estimated):
Purpose of Gift: The purpose is to enhance the reading collection in the Los Alamos campus library.
Will gift be purchased through Business Services Office? [] Yes [X] No
Donor Conditions of Acceptance:

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

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

Acceptance Requested By (OUSD Staff Member): Kathleen Stevenson
Acceptance Approved By (Administrator):
RECOMMENDATIONS: Principal or District Representative

BOARD ACTION: Date Accepted: Date Denied:

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



Shaw Elementary School

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

Phone: (805) 938-8850

Fax: (805) 938-8899

Date 02/19/2020

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

Dear Dr. Blow and Board:

On behalf of Alice Shaw School, I am requesting that the Board of Trustees accept a donation Single Rolling Clothes Rack form Wendy Umsteadt.

This donation will be used to display lost and found clothing. We thank Wendy Umsteadt for this donation and appreciate her support.

Sincerely,

Principal

Cc:
Wendy Umsteadt
9648 Lame Horse Dr.
Las Vegas, NV 89123



ORCUTT UNION SCHOOL DISTRICT
REQUEST FOR ACCEPTANCE OF GIFT

SCHOOL: Shaw Elementary School Date: 2/26/2020

DONOR: Name: Wendy Umstead
Address: 9648 Lame Horse Dr. Las Vegas, NV 89123
Phone No. _____

GIFT: Item Donated Single Rolling Clothes Rack or Cash Donation \$ 92.00
(Fill in if money is donated)

Designated for: School lost and found donation

General Description: _____

Model No.: _____ Condition: New Used

Value (estimated): _____

Purpose of Gift: School Items

Will gift be purchased through Business Services Office? Yes No

Donor Conditions of Acceptance: _____

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

A. Will gift require installation? Yes No

B. What type of installation is required? _____

C. Will donor pay installation costs? Yes No

D. Will there be operating costs? Yes No
If yes, what type? _____

Acceptance Requested By (OUSD Staff Member): Natalie Montoya / Office Manager

Acceptance Approved By (Administrator): _____

RECOMMENDATIONS: Principal or District Representative _____

BOARD ACTION: Date Accepted: _____ Date Denied: _____

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

ULINE 1-800-295-5510

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Single Rolling Clothes Rack



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- Every office, store and home needs one!
- Sets up fast for winter coats and easily collapses for summer storage.
 - 48" hang rail expands with two 12" pull-out rods.
 - Adjustable height for longer garments.
 - Clear Vinyl and Blue Nylon Clothes Rack Covers available.
- Free Offer

MODEL NO.	DESCRIPTION	HEIGHT	LENGTH	CAPACITY	WT. (LBS.)	PRICE EACH		IN STOCK SHIPS TODAY
						7	5+	
H-1546	Single	55-65"	50"	150 lbs.	28	\$92	\$82	1
SHIPS UNASSEMBLED								

[Additional Info](#) [Shopping Lists](#) [Request a Catalog](#)

SAME DAY SHIPPING | HUGE SELECTION IN STOCK | SHIPS FROM 11 LOCATIONS

1 Clothing rack
\$92.00

Wendy Umsteadt
9648 Lane Horse Dr.
Las Vegas NV
89123



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: OUSD Second Interim Report 2019-20

BACKGROUND: Education Code 42130 provides that the district submit a Second Interim Report to the governing board of the district that covers the financial and budgetary status of the district for the period ending January 31, 2020.

We continue to use the School Services of California dartboard as a tool for our projections. Education Code 42131 (a) (1) further states that “pursuant to the reports required by Section 42130, the governing board of each school district shall certify in writing, within 45 days after the close of the period being reported, whether or not the school district is able to meet its financial obligations for the remainder of the fiscal year, and based on current forecast, for the subsequent year.” In certifying the school year 2019-20 Second Interim Report as positive, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and two subsequent fiscal years.

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Second Interim Report as presented and authorize the filing of a “positive” certification with the Santa Barbara County Office of Education.

FUNDING: N/A

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.



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Award Bids for the Pine Grove School Site Safety Security and Parking Lot Project

BACKGROUND: As required, per BP 3311 Bids, and Public Contract Code 20111, bids were requested for the Pine Grove School Site Safety Security Project and Parking Lot Project. The total **estimated** cost for this project; including the soft cost is \$2,582,114.56, and a proposed budget will be submitted to the Board for approval on a separate action item.

We received four bids, and they are as follows:

Company	Location	Total Bid
RDZ	Nipomo	\$ 1,522,200
Alan Roinestad Construction & Management, Inc.	Santa Maria	\$1,575,214
Pre Con Industries, Inc.	Santa Maria	\$1,739,567
Quincon, Inc.	Grover Beach	\$1,799,567

RECOMMENDATION: Staff recommends that the Board of Trustees Award the Pine Grove School Site Safety Security and Parking Lot Project to RDZ Contractors for \$1,522,200, as they were the lowest, responsive, and responsible bidder.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Pine Grove School Site Safety Security and Parking Lot Project Budget for Measure G Bond

BACKGROUND: According to the Local School Construction Bonds Act of 2000 (15264-15288), vigorous efforts are undertaken to ensure that the expenditures of bond measures, are in strict conformity with the law.

The governing board of Orcutt Union School District shall have oversight, and approve all bond projects and expenditures. Below is the *estimated* Pine Grove School Site Safety Security and Parking Lot Project Budget:

PG School Site Safety Security & Parking Lot	Total
Budget	\$1,522,200
10% Contingency	\$152,220
Total Hard Costs	\$1,674,420
Architect Fees	\$184,186
Construction Manager Fees	\$150,698
DSA Plan/Field Review Fee/Testing	\$58,488
DSA Inspector	\$33,488
Subtotal Soft Costs	\$426,861
10% Contingency	\$42,686
Total Soft Costs	\$469,547
Total Budget	\$2,143,967

RECOMMENDATION: I recommend that the Board of Trustees approve the estimated budget of \$2,143,967 for the PG School Site Safety Security & Parking Lot, as submitted.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Award Bid for the Olga Reed Cafeteria Alteration Modernization Project

BACKGROUND: As required, per BP 3311 Bids, and Public Contract Code 20111, bids were requested for Olga Reed Cafeteria Alteration Modernization Project. The total **estimated** cost for this project; including the soft cost is \$1,348,391 and a proposed budget will be submitted to the Board for approval on a separate action item.

We received three bids and they are as follow:

Company	Location	Total Bid
Pre-Con Industries, Inc.	Santa Maria	\$1,178,400
Quincon	Grover Beach	\$1,422,457
Vernon Edwards Constructors, Inc.	Santa Maria	\$1,468,228

RECOMMENDATION: Staff recommends that the Board of Trustees award the Olga Reed Cafeteria Alteration Project bid to Pre Con Industries, Inc. for \$1,178,400, as they were the lowest, responsive, and responsible bidder.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Olga Reed Cafeteria Alteration Project Budget for Measure G Bond

BACKGROUND: According to the Local School Construction Bonds Act of 2000 (15264-15288), vigorous efforts are undertaken to ensure that the expenditures of bond measures, are in strict conformity with the law.

The governing board of Orcutt Union School District shall have oversight, and approve all bond projects and expenditures. Below is the *estimated* Olga Reed Cafeteria Alteration Project:

Olga Reed Cafetera Alteration Project	Total
Budget	\$1,178,400
10% Contingency	\$117,840
Total Hard Costs	\$1,296,240
Architect Fees	\$142,586
Construction Manager Fees	\$116,662
DSA Plan/Field Review Fee/Testing	\$45,925
DSA Inspector	\$25,925
Subtotal Soft Costs	\$331,098
10% Contingency	\$33,110
Total Soft Costs	\$364,207
Total Budget	\$1,660,447

RECOMMENDATION: I recommend that the Board of Trustees approve the estimated budget of \$1,660,447 for the Olga Reed Cafeteria Alteration Project, as submitted.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Award Bid for the Orcutt Academy High School Restroom Modernization

BACKGROUND: As required, per BP 3311 Bids, and Public Contract Code 20111, bids were requested for the Orcutt Academy High School Restroom Modernization Project. The total **estimated** cost for this project; including the soft cost is \$1,364,630 and a proposed budget will be submitted to the Board for approval on a separate action item.

We received three bids and they are as follow:

Company	Location	Total Bid
Pre-Con Industries, Inc.	Santa Maria	\$958,900
Quincon	Grover Beach	\$1,095,255
Vernon Edwards Constructors, Inc.	Santa Maria	\$1,110,495

RECOMMENDATION: Staff recommends that the Board of Trustees award the Orcutt Academy High School Restroom Modernization Project bid to Pre Con Industries, Inc. for \$958,900, as they were the lowest, responsive, and responsible bidder.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Orcutt Academy High School Restroom Modernization for Measure G Bond

BACKGROUND: According to the Local School Construction Bonds Act of 2000 (15264-15288), vigorous efforts are undertaken to ensure that the expenditures of bond measures, are in strict conformity with the law.

The governing board of Orcutt Union School District shall have oversight, and approve all bond projects and expenditures. Below is the *estimated* Orcutt Academy High School Restroom Modernization Budget:

OAHS Modernization Project	Total
Budget	\$1,038,900
10% Contingency	\$103,890
Total Hard Costs	\$1,142,790
Architect Fees	\$125,707
Construction Manager Fees	\$102,851
DSA Plan/Field Review Fee/Testing	\$37,864
DSA Inspector	\$22,856
Subtotal Soft Costs	\$289,278
10% Contingency	\$28,928
Total Soft Costs	\$318,205
Total Budget	\$1,460,995

RECOMMENDATION: I recommend that the Board of Trustees approve the estimated budget of \$1,460,995 for the Orcutt Academy High School Restroom Modernization Project, as submitted.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Award Bid for the Innovation Center

BACKGROUND: As required, per BP 3311 Bids, and Public Contract Code 20111, bids were requested for the Innovation Center. The total *estimated* cost for this project; including the soft cost is \$4,000,000, and a proposed budget will be submitted to the Board for approval on a separate action item.

We received three bids and they are as follow:

Company	Location	Total Bid
Quincon, Inc.	Grover Beach	\$3,355,335
Pre-Con Industries, Inc.	Santa Maria	\$3,594,300
Vernon Edwards Constructors, Inc.	Santa Maria	\$3,998,000

RECOMMENDATION: Staff recommends that the Board of Trustees award the Innovation Project bid to Quincon, Inc. for \$3,355,335, as they were the lowest, responsive, and responsible bidder.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Innovation Center Project Budget for Measure G Bond

BACKGROUND: According to the Local School Construction Bonds Act of 2000 (15264-15288), vigorous efforts are undertaken to ensure that the expenditures of bond measures, are in strict conformity with the law.

The governing board of Orcutt Union School District shall have oversight, and approve all bond projects and expenditures. Below is the *estimated* Innovation Center Project Budget:

Innovation Center Project	Total
Budget	\$3,355,335
10% Contingency	\$335,534
Total Hard Costs	\$3,690,869
Architect Fees	\$405,996
Construction Manager Fees	\$332,178
DSA Plan/Field Review Fee/Testing	\$100,467
DSA Inspector	\$73,817
Subtotal Soft Costs	\$912,458
10% Contingency	\$91,246
Total Soft Costs	\$1,003,704
Total Budget	\$4,694,573

RECOMMENDATION: I recommend that the Board of Trustees approve the estimated budget of \$4,694.573 for the Innovation Center Project, as submitted.

FUNDING: Fund 21 – Building fund for the Measure G Bond



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Board Policy 3550, Food Service/Child Nutrition Program

BACKGROUND: BP 3550, Food Service/Child Nutrition Program has been updated in order to comply with the upcoming Child Nutrition Audit that will occur in April 2020. This Audit will ensure that the Child Nutrition Program complies with state and federal requirements related to nutrition standards, meal patterns, provision of drinking water, school meal environment, food safety, and other areas as required by the CDE. Please see attached for the recommended changes. The last update occurred in June 2008.

RECOMMENDATION: Staff recommends that the Board of Trustees approves the attached updated Board Policy 3550, Food Service/Child Nutrition Program, as presented for first reading.

FUNDING: N/A

Business and Noninstructional Operations

FOOD SERVICE/CHILD NUTRITION PROGRAM

AR 3550 (a)

Nutrition Standards for School Meals

Meals or food items provided through the district's food services program shall: (Education Code 49430, 49430.5, 49430.7, 49550, 49531, 49553; 42 USC 1758, 1773; 7 CFR 210.10, 220.8)

1. Comply with the National School Lunch and/or Breakfast standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 Education CFR 210.10 or 220.8 as applicable
2. Not be deep fried, par fried, or flash fried, as defined in Education Code 49430 and 49430.7 by the district or school or as part of the manufacturing process
3. ~~Not contain artificial trans fat as defined in Education Code 49430.7~~

(cf. 3552 - Summer Meal Program)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 3554 - Other Food Sales)
(cf. 5030 - Student Wellness)
(cf. 5141.27 - Food Allergies/Special Dietary Needs)
(~~cf. 5148 - Child Care and Development~~)
(~~cf. 5148.3 - Preschool/Early Childhood Education~~)

~~Nutrition Standards for Foods and Beverages Sold Outside the Reimbursable Meal Programs~~

~~Any foods or beverages that are not sold as part of the National School Lunch or Breakfast Program shall be sold to students only if they meet the nutrition standards specified in Education Code 49430-49431.7 and 5 CCR 15575-15578.~~

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

Drinking Water

The district shall provide access to free, fresh drinking water during meal times in food service areas at all district schools, including, but not limited to, areas where reimbursable meals under the National School Lunch or Breakfast Program are served or consumed. (Education Code 38086; 42 USC 1758)

Special Milk Program

Any school that does not participate in the National School Lunch or Breakfast Program may participate in the Special Milk Program to provide all enrolled students with reasonably priced milk. (7 CFR 215.1)

Business and Noninstructional Operations

Food Safety

AR 3550 (b)

The Superintendent or designee shall ensure that the district's food service program meets the applicable sanitation and safety requirements of the California Retail Food Code as set forth in Health and Safety Code 113700-114437.

For all district schools participating in the National School Lunch and/or School Breakfast Program, the Superintendent or designee shall implement a written food safety program for the storage, preparation, and service of school meals which complies with the national Hazard Analysis and Critical Control Point (HACCP) system. The district's HACCP plan shall include, but not be limited to, a determination of critical control points and critical limits at each stage of food production, monitoring procedures, corrective actions, and recordkeeping procedures. (42 USC 1758; 7 CFR 210.13, 220.7)

Pursuant to 7 CFR 210.30, directors, managers, and staff in the food service program must complete annual training on specified topics, including, but not limited to, training on health and safety standards. In addition, new food service directors are required to complete at least eight hours of food safety training not more than five years prior to their starting date or within 30 days of the directors starting date. CDE Management Bulletin SNP-17-2016 encourages districts to provide food safety training to all employees who handle food, including acting, temporary, or substitute workers and volunteers. Pursuant to Health and Safety Code 113947.1, at least one employee at each food facility or site must have successfully passed an approved and accredited food safety certification examination in accordance with Health and Safety Code 113947.2-113947.3.

The Superintendent or designee shall provide ongoing staff development on food safety to food service managers and employees. Each new employee, including a substitute, or volunteer shall complete initial food safety training prior to handling food. The Superintendent or designee shall document the date, trainer, and subject of each training.

(cf. 4231 - Staff Development)

The Superintendent or designee shall assign staff to maintain records and logs documenting food safety activities, including, but not limited to, records of food deliveries, time and temperature monitoring during food production, equipment temperature (freezer, cooler, thermometer calibration), corrective actions, verification or review of safety efforts, and staff training.

Inspection of Food Facilities

All food preparation and service areas shall be inspected in accordance with Health and Safety Code 113725-113725.1 and applicable county regulations.

Each school participating in the National School Lunch and/or Breakfast Program shall, during each school year, obtain a minimum of two food safety inspections conducted by the county

Food Safety

AR 3550 (c)

environmental health agency. (42 USC 1758; 7 CFR 210.13, 220.7)

The Superintendent or designee shall retain records from the most recent food safety inspection. All schools shall post a notice indicating that the most recent inspection report is available to any interested person upon request. (Health and Safety Code 113725.1; 42 USC 1758; 7 CFR 210.13, 210.15, 220.7)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

Regulation Approved: ~~5/11/11~~ 4-8-20

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young
Assistant Superintendent, Business Services

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: Board Policy 3554, Other Food Sales

BACKGROUND: BP 3554, Other Food Sales have been updated in order to comply with the upcoming Child Nutrition Audit that will occur in April 2020. The following policy addresses the food and beverage sales outside of the district's food service/cafeteria program, including the use of vending machines and student stores as well as food sales on school premises by students and or/ adult organizations. Please see attached for the recommended changes. The last update to this policy occurred in February 2007.

RECOMMENDATION: Staff recommends that the Board of Trustees approves the attached updated Board Policy 3554, Other Food Sales, as presented for first reading.

FUNDING: N/A

Business and Non-Instructional Operations

OTHER FOOD SALES

BP 3554 (a)

The **Governing Board of Trustees** believes that foods and beverages **at school during the school day should be aligned with the district's goals to promote student wellness.**—~~sold to students on school campuses during the school day should promote student health and reduce childhood obesity.~~ Any food sales conducted outside the district's food service program shall meet nutritional standards specified in law, Board policy, and administrative regulations and shall not reduce student participation in the district's food service program.

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

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5030 - Student Wellness)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

The Board authorizes the Superintendent or designee to approve the sale of foods and beverages outside the district's food service program, including sales by student or ~~adult~~ **school-connected** organizations, sales through vending machines, and/or sales at secondary school student stores for fundraising purposes.

(cf. 1230 - School-Connected Organizations)

(cf. 1321 - Solicitations of Funds from and by Students)

~~Food sales are prohibited during school hours, and within one hour before and after school hours, unless the organization is legally organized as a nonpartisan, charitable organization, the purpose of the solicitation is nonpartisan and charitable, and the solicitation has been approved in accordance with Board policy. (Education Code 51520)~~

When vending machines are sponsored by the district or a student or adult organization, the Superintendent or designee shall determine how and where vending machines may be placed at school sites, district offices, or other school facilities.

Legal Reference:

EDUCATION CODE

~~38085 Sale of specified food items~~

35182.5 Contracts, non-nutritious beverages

48931 Authorization and sale of food

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001

51520 School premises; prohibited solicitations

CODE OF REGULATIONS, TITLE 5

15500 Food sales in elementary schools

15501 Sales in high schools and junior high schools

15575-15578 Requirements for foods and beverages outside the federal meals program

HEALTH AND SAFETY CODE

~~113700-1144537 California Uniform Retail Food Code Facilities Law, including:~~

~~114200-114245 Vending machines~~

UNITED STATES CODE, TITLE 42

OTHER FOOD SALES

BP 3554 (b)

1751-1769j National School Lunch Act, including:

~~1751**8b** Note~~ Local wellness policy

1771-1791 Child nutrition, **School Breakfast Program**

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

Management Resources:

~~CSBA POLICY BRIEFS~~

CSBA PUBLICATIONS

~~The New Nutrition Standards~~ **for Schools: Implications for Student Wellness, Policy Brief**
~~Polieies, rev. October 2007~~ ~~November 2005~~

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. **April 2006**
2005

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

06-110 Restrictions on Food and Beverage Sales Outside of the School Meal Program, August 2006

~~CENTERS FOR DISEASE CONTROL PUBLICATIONS~~

~~School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2000~~

~~FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS~~

~~Associated Student Body Accounting Manual and Desk Reference, 2002~~

~~NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS~~

~~Fit, Healthy and Ready to Learn, 2000~~

~~U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS~~

~~Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000~~

~~WEB SITES~~

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

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

~~California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>~~

~~California Healthy Kids Resource Center: <http://www.californiahealthykids.org>~~

~~California Project LEAN (Leaders Encouraging Activity and Nutrition):~~

~~<http://www.californiaprojectlean.org>~~

~~Dairy Council of California: <http://www.dairycouncilofca.org>~~

~~Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>~~

~~National Association of State Boards of Education (NASBE): <http://www.nasbe.org>~~

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

~~U.S. Dept. of Agriculture, Food and Nutrition Information Center (FNIC):~~

~~<http://www.nal.usda.gov/fnic>~~

Policy Adopted: ~~2/15/07~~ **4/8/20**

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



HUMAN RESOURCES MEMORANDUM

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: March 11, 2020

RE: Western Governors University Addendum to Tier 1
Agreement for Teacher Candidates

BACKGROUND: Western Governors University is requesting approval of the Addendum to Tier 1 Agreement for Teacher Candidates with the Orcutt Union School District for their Teacher Credential Program.

RECOMMENDATION: It is recommended that the Board of Trustees approve the Western Governors University Addendum to Tier 1 Agreement for the Teacher Credential Program with the Orcutt Union School District.

FUNDING: N/A



HUMAN RESOURCES MEMORANDUM

TO: Dr. Deborah Blow
District Superintendent

FROM: Susan Salucci
Assistant Superintendent of Human Resources

DATE: March 11, 2020

RE: University of Southern California (USC) School / School District Placement Agreement for Student Teacher placement, School Counseling Candidates and Social Work Candidates placement for the various Preparation Programs.

BACKGROUND: USC is requesting approval of the Memorandum of Understanding and Placement Agreement to provide Student Teacher placement for students in the USC/Rossier School of Education Teacher Preparation Program; placement of School Counselors and Social Work Candidates in the USC Suzanne Dworak-Peck School of Social Work Preparation Program.

RECOMMENDATION: It is recommended that the Board of Trustees approve the USC Memorandum of Understanding and Agreement to provide Student Teacher, School Counselor and Social Work Candidates with the Orcutt Union School District on behalf of the USC/Rossier School of Education Teacher Preparation Program and the USC Suzanne Dworak-Peck School of Social Work Preparation Program.

FUNDING: N/A

USC SCHOOL/SCHOOL DISTRICT PLACEMENT AGREEMENT

This School / School District Placement Agreement ("Agreement") is made this 11th day of March, 2020 (this agreement is effective March 11, 2020 through June 30, 2025, or until terminated by one of the two participating parties prior to that date), by and between the Orcutt Union School District with an address located at 500 Dyer Street in Orcutt, CA 93455 ("School" or "District"), and the University of Southern California, a California nonprofit educational institution, with an address of Waite Phillips Hall, 3551 Trousdale Parkway, ADM 352, Los Angeles, CA 90089 ("USC"). USC and School/District may be referred to collectively as the "parties" and individually as a "party."

WHEREAS, USC offers graduate degree programs to its students ("Candidates") in classroom and in online learning environments; and

WHEREAS, with respect to the online learning environment, USC Rossier and the USC Suzanne Dworak-Peck School of Social Work offer graduate degree programs with an online learning component and field placement experiences ("Programs"), including, among others, Programs in the fields of teaching, school counseling, and social work.

NOW THEREFORE, intending to be legally bound hereby, the parties agree as follows:

1. Placements. The School/District agrees to host one or more Candidates in accordance with the terms of this Agreement and as further set forth in either: (a) the Teaching Candidate Addendum with respect to teaching Candidates; (b) the School Counseling Candidate Addendum with respect to School Counseling Candidates; (c) the School of Social Work Candidate Addendum with respect to School of Social Work Candidate; or (d) such other addenda for such additional Programs as may be agreed upon by the parties from time to time. Each aforementioned Addendum (collectively, the "Addenda") is incorporated into and made a part of this Agreement.

2. Placement Opportunities.

(a) USC will request placements for its Candidates for one or more of the Programs detailed in the Addenda. Each request shall identify the particular Candidate (or, for groups of Candidates, a composite description of relevant background, assignment request, assignment objectives and suggested activities as appropriate to requested assignments for the Candidate group). USC shall comply with any School/District policy applicable to such placement requests and provided by the School/District to USC.

(b) The School/District agrees to use good-faith efforts to place Candidates proposed by USC within the School/District. The School/District shall have the sole discretion with respect to all Candidate assignments hereunder, provided that the School/District shall involve USC throughout the decision-making process. The School/District shall not in any way be obligated to accept assignments of Candidates beyond the capabilities of the School/District, as determined by the School/District in its sole discretion. The School/District shall have the right to terminate its relationship with any Candidate for violation of the School's/District's regulations or for other reasonable cause in accordance with the School's/District's standard policies or practice.

3. Compliance with Law.

(a) *Background Investigations.* (i) USC shall inform each Candidate being hosted by the School/District that they are required to complete a background check and receive appropriate clearance(s) in accordance with applicable state and local law prior to commencing any assignment at the School/District (e.g., a State-issued Certificate of Clearance in the case of a teacher placement in California). (ii) The School/District may impose requirements upon Candidates in addition to those required by state law as set forth in Section 3(a)(i) above (the "Additional Requirements"). In such event, the School/District agrees to provide all such Additional Requirements in writing to USC promptly following execution of this Agreement (or, as applicable, promptly upon any adoption or modification thereof occurring during the Term of this Agreement). USC shall communicate all such Additional

Requirements to Candidates, and shall advise Candidates to make any and all additionally required submissions directly to the School/District. Upon notice to the Candidate, the School/District shall have the right to reject any Candidate who fails to comply with the Additional Requirements from participating in an assignment at the School/District.

4. No Employment Relationship of Candidates.

(a) Candidates are students, and not employees of USC or the School/District. As such, they are not covered by USC's or the School's/District's workers' compensation policies.

(b) Candidates are neither entitled to, nor shall receive, any compensation or other employee-related benefit (without limitation) from USC or the School/District. Candidates shall not displace any School/District employee.

(c) The School/District shall provide in writing any requirements for Candidates to obtain and maintain personal liability insurance coverage, which requirements may vary based on the applicable Program. USC shall communicate to Candidates any such School/District coverage requirements, provide reasonable assistance to Candidates in obtaining such coverage, and facilitate each Candidate's submission of appropriate documentation thereof directly to the School/District (which the School/District agrees to accept).

5. Information, Hiring & Confidentiality.

(a) USC is a non-profit, educational research institution interested in evaluating the success of its graduates in impacting student achievement relative to comparable teachers, school counselors, school social workers, or other appropriate position, as the case may be. As such, USC may request the School/District to provide information to assist USC in its evaluative process. If available, the School/District shall provide such information to USC following any such reasonable request.

(b) The School/District may hire any Candidate(s) upon program completion, but is under no obligation to do so.

(c) USC shall not request the School/District to provide any health or other records of any student of the School/District covered by the Family Educational Rights and Privacy Act ("FERPA"); nor shall USC request any Candidate to share any protected School/District data (whether about School/District students or personnel) with USC.

(d) To the extent that any party to this Agreement discloses any confidential information to any other party hereto in connection with the relationships contemplated hereunder, the parties agree during the term of this Agreement (and all renewals thereof) and for a period of two (2) years thereafter to use reasonable efforts to protect, maintain as confidential, and not disclose, any such confidential information of any other party.

6. Compliance with the Law. The parties hereto shall comply with all applicable federal, state and local laws, rules, statutes, acts, regulations, code and similar legal requirements, including but not limited to FERPA.

7. Non-Discrimination. Each party represents that it is an equal opportunity employer. Each party certifies that it does not, and shall not, discriminate against its employees, students, Candidates or applicants on any unlawful basis. Each party certifies that it is, and shall remain, in compliance with all laws, regulations, executive orders or other legal prohibitions against discrimination.

8. Indemnification.

(a) *Indemnification by School/District.* The School/District shall indemnify, defend and hold harmless USC, its employees, agents and representatives, from all claims, actions, awards or judgments for damages, including costs, expenses and attorneys' fees, where liability is found to exist by reason of the acts or omissions of the School/District, its employees, agents or representatives.

(b) *Indemnification by USC.* USC shall indemnify, defend and hold harmless the School/District, its employees, agents and representatives, from all claims, actions, awards or judgments for damages, including costs, expenses and attorneys' fees, where liability is found to exist by reason of the acts or omissions of USC, its employees, agents or representatives.

9. Governing Law. The interpretation, application, and enforcement of this Agreement shall be governed by the laws of the State of California without reference to choice of law principles. Any claim, suit, or cause of action involving the interpretation, application, or enforcement of this Agreement shall be commenced in the appropriate state or federal courts in the State of California.

10. Term, Termination and Renewal. The Term of this Agreement shall begin as of the later of the Effective Date or the date of the School's/District's signature set forth below ("Term Commencement Date") and continue through June 30th of the calendar year following the third anniversary of the Term Commencement Date. Unless any party terminates this Agreement pursuant to this Section 10, this Agreement shall automatically renew for successive one (1) year periods beginning each July 1st thereafter. Any party may terminate this Agreement with or without cause upon written notice to the other parties, provided that any such termination shall only be effective after the end of the school year during which the written notice of termination is issued. For the avoidance of doubt, other than where the School/District removes a Candidate pursuant to Section 2(b) above, the School/District shall permit current Candidates to complete the current school year at the time of any such termination.

11. Notices. Any notice to be given hereunder by any party to this Agreement shall be in writing and will be deemed given on the date received as evidenced by confirmation of receipt, except if such confirmation is later than 3:00 p.m. (School/District local time), addressed as follows (provided that, upon written notice in accordance herewith, any party may update its notice recipients at any time during the term of this Agreement):

(a) *If to the School/District:* Orcutt Union School District, 500 Dyer Street, Orcutt, CA 93455

(b) *If to USC:* University of Southern California, Rossier School of Education, Waite Phillips Hall, 3470 Trousdale Parkway, WPH-504G, Los Angeles, CA 90089; attention: Dr. Kathy Stowe, Associate Dean of Academic Programs; Facsimile No. (213) 740-5799.

12. Limitation of Liability. Except as such damages may be sought or assessed in respect to third party actions covered by the indemnification provisions herein, no party shall be liable to the other for consequential, incidental, indirect, exemplary, punitive or special damages of any nature or character (including loss of profits, data, business or goodwill or any indirect economic damages whatsoever), from causes of action of any kind, including contract, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, or otherwise, even if the party at fault or in breach has been advised or had reason to know in advance of the possibility of incurring such damages.

13. Severability. In the event that any provision of this Agreement conflicts with the law under which this Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the parties to this Agreement, such provision will be restated to reflect as nearly as possible the original intentions of the parties in accordance with applicable law; and the remaining terms, provisions, covenants, and restrictions of this Agreement will remain in full force and effect.

14. Entire Agreement/No Modification/Counterparts/Execution/Binding Agreement. This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and fully supersedes and replaces any and all prior or contemporaneous understandings or agreements, written or oral, between the parties hereto or any of their respective affiliates regarding such subject matter. Any waiver, change in, amendment, addition, supplement or other modification of any provision of this Agreement will be valid and effective only if in writing and signed and dated by all parties hereto subsequent to the execution of this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, and all of which shall together constitute one and the same instrument. This Agreement shall become binding when one or more counterparts hereof, individually or taken together, bear the signatures of all of the parties reflected hereon as the signatories. A faxed, PDF or electronic signature shall have the same legally binding effect as an original signature. This Agreement will be binding upon the parties and their successors, affiliates, subsidiaries, assigns, officers, directors, employees, and agents. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

15. Arbitration. All controversies, claims and disputes arising in connection with this Agreement shall be settled by mutual consultation between the parties in good faith as promptly as possible, but failing an amicable settlement shall be settled finally by arbitration in accordance with the provisions of this paragraph. Such arbitration shall be conducted in Los Angeles, California, in accordance with the Commercial Arbitration Rules of the American Arbitration Association (“AAA”). The parties hereto hereby agree that the arbitration procedure provided for herein shall be the sole and exclusive method of resolving any and all of the aforesaid controversies, claims and disputes. The costs and expenses of the arbitration, including without limitation attorneys’ fees, shall be borne by the parties in the manner determined by the arbitrator. Legal action for (i) entry of judgment upon any arbitration award or (ii) adjudication of any controversy, claim or dispute arising from a breach or alleged breach of this paragraph may be heard and tried only in the courts of the State of California for the County of Los Angeles or the Federal District Court for the Central California for the County of Los Angeles or the Federal District Court for the Central District of California. Each of the parties hereto hereby irrevocably and unconditionally waives any right(s) to trial by jury in any action or proceeding arising under this Section 15 and each party further waives any defense of lack of in person and jurisdiction of said courts. Each party agrees that service of process in such action may be made upon each of them by mailing it certified or registered mail to the other party at the address provided for in this Agreement. Both parties agree that the prevailing party shall be entitled to recover from the non-prevailing party reasonable expenses, including without limitation, attorneys’ fees.

16. No Agency; No Assignment. Both parties acknowledge that they are independent contractors, and nothing contained herein shall be deemed to create an agency, joint venture, franchise, or partnership relation between the parties. Neither party hereto shall have the right, directly or indirectly, to assign, transfer, convey or encumber any of its rights under this Agreement without the prior written consent of the other party. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties.

INTENDING TO BE LEGALLY BOUND HEREBY, the parties affix their respective hands below:

ORCUTT UNION SCHOOL DISTRICT	UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE USC ROSSIER SCHOOL OF EDUCATION AND THE USC SUZANNE DWORAK-PECK SCHOOL OF SOCIAL WORK
Print Name: <u>Dr. Deborah Blow</u>	Print Name: _____

Signature: _____	Signature: _____
Dated: <u>March 11, 2020</u>	Dated: _____

**TEACHING CANDIDATE ADDENDUM
TO THE ROSSIER PLACEMENT AGREEMENT**

This Teaching Candidate Addendum to the School/School District Placement Agreement (“Addendum”) is incorporated into and made a part of that certain School / School District Placement Agreement (the “Agreement”) executed concurrently with this Addendum (or subsequently on the date indicated below), and is effective as of “Term Commencement Date”, as defined in the Agreement. Capitalized terms not otherwise defined in this Addendum shall have the meaning ascribed to them in the Agreement.

1. Controlling Terms. The terms of this Addendum modify and supplement the Agreement. Whenever any inconsistency or conflict exists between the Agreement and this Addendum, the terms of this Addendum control and supersede the Agreement. In all other respects, the terms of the Agreement are ratified and confirmed.

2. Placement Opportunities. USC shall identify prospective Candidates to the School/District for potential placement within the School/District, including assignment to a teacher of record, in the following categories: (i) “Observation Students” (e.g., recess observation, lunchtime interactions, interactions with parents/teachers, etc.); (ii) “Research Students” (e.g., case study, classroom observation with student interaction, lesson delivery as part of fieldwork, etc.); and (iii) “Student Teachers” (i.e., “Guided Practice”, with “Guiding Teachers”, as defined in Section 3 below). USC shall supply the Candidate’s name, relevant program and background clearance information and type of assignment appropriately matching the prospect’s needs. Notwithstanding the foregoing, the School/District shall at all times have discretion over the maximum number of Candidates it shall accept as Observation Students, Research Students and Student Teachers, the length of assignments, and the distribution of assignments.

3. Guiding Teachers.
 - (a) The School/District shall make recommendations to USC regarding teachers whom it believes are appropriate to serve as Guiding Teachers (defined below). Through the School’s/District’s recommendations, USC’s observations and Student Teacher reference, USC shall identify teachers working within the School/District to supervise and prepare Student Teachers during their student teaching experiences (“Guiding Teacher”).

 - (b) Both the School/District and USC shall approve the participation of any teacher as a Guiding Teacher, provided that the School/District shall use its best efforts to approve a sufficient quantity of Guiding Teachers necessary to oversee the agreed-upon number of Student Teachers placed within the School/District at any time.

 - (c) Should any Guiding Teacher become unable to perform or fulfill his or her duties hereunder, the School/District shall assign an alternative Guiding Teacher to the Student Teacher (excluding a substitute teacher that replaces the original Guiding Teacher within the School/District).

4. Credential Seeking Candidates. Any credential seeking USC Student Teacher Candidate shall be required to sit for and pass applicable, state- and subject-specific exams (e.g., CSET, CBEST, etc.) prior to the commencement of his or her assignment as a Student Teacher.

5. Honorarium.
 - (a) Upon each Student Teacher’s completion of his or her guided learning assignment, USC shall pay, or direct a designated third party to pay, an honorarium of \$350.00 directly to each Guiding Teacher for his or her participation in a Student Teacher’s guided learning assignment. The School/District agrees that USC may require Guiding Teachers to submit reasonable documentation to USC prior to USC making payments hereunder.

 - (b) USC shall comply with any School/District policy requiring that the School/District, and not third parties, make Guiding Teacher payments to Guiding Teachers. In such event, the School/District may require USC

to make Guiding Teacher payments to the School/District for distribution by the School/District to Guiding Teachers, provided that the School/District shall first invoice USC for any such payment(s). For the avoidance of doubt, in the event that USC makes Guiding Teacher payments to the School/District in accordance with this Section 5(b), Section 5(a) above shall be deemed stricken from the Agreement with respect thereto.

(c) Should any Guiding Teacher fail to complete his or her assignment hereunder (either due to such teacher's own circumstances or due to USC's removal of the teacher as a Guiding Teacher), USC shall pay the corresponding honorarium on a pro rata basis.

(d) USC shall comply with any written School/District policy or procedure contrary to this Section 5, provided that the School/District shall provide any copy/copies thereof upon execution of the Agreement or subsequent adoption thereof.

6. **Use of Video.** USC utilizes video recording throughout its programs, including as an essential element of its instruction methodology. (By way of example only, the State of California requires USC to administer a Teaching Performance Assessment ("TPA") of its students as part of USC's teacher preparation program, with a component of that TPA being video that USC must obtain from each Student Teacher and maintain on file with the California Commission on Teacher Credentialing.) As such, any Student Teacher may make video recordings as part of his or her program studies throughout his or her assignment at the School/District. USC shall require Student Teachers to be responsible for obtaining appropriate and signed video release/authorization forms (which USC shall provide to Student Teacher) on behalf of recorded individuals, as appropriate, including obtaining parent/guardian signatures on behalf of recorded individuals who are minors (*i.e.*, under the age of legal competence). The School/District may provide reasonable assistance to Student Teachers in obtaining signatures on such forms.

7. **Performance Data.** Should the School/District hire any teacher Candidate(s), the School/District shall support USC's program evaluation initiatives by sharing student-level performance data for students he or she teaches to measure teacher efficiency relative to other Master of Arts in Teaching graduates and to other new teachers prepared through other pathways. USC shall keep such data confidential and use it only to facilitate analysis of its effectiveness, and will share its findings with the School/District. This paragraph 7 shall survive the expiration or termination of the Agreement for any reason.

INTENDING TO BE LEGALLY BOUND HEREBY, the parties affix their respective hands below:

ORCUTT UNION SCHOOL DISTRICT	UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE ROSSIER SCHOOL OF EDUCATION
Print Name: <u>Dr. Deborah Blow</u>	Print Name: _____
Signature: _____	Signature: _____
Dated: <u>March 11, 2020</u>	Dated: _____

**SCHOOL COUNSELING CANDIDATE ADDENDUM
TO THE ROSSIER PLACEMENT AGREEMENT**

This School Counseling Candidate Addendum to the School / School District Placement Agreement (“Addendum”) is incorporated into and made a part of that certain School / School District Placement Agreement (the “Agreement”) executed concurrently with this Addendum (or subsequently on the date indicated below), and is effective as of “Term Commencement Date”, as defined in the Agreement. Capitalized terms not otherwise defined in this Addendum shall have the meaning ascribed to them in the Agreement.

1. **Controlling Terms.** The terms of this Addendum modify and supplement the Agreement. Whenever any inconsistency or conflict exists between the Agreement and this Addendum, the terms of this Addendum control and supersede the Agreement. In all other respects, the terms of the Agreement are ratified and confirmed.
2. **Placement Opportunities.** USC shall identify prospective Candidates to the School/District for potential placement within the School/District, including assignment to a school-site supervisor of record. USC shall supply the Candidate’s name, relevant program and background clearance information and type of assignment appropriately matching the prospect’s needs. Notwithstanding the foregoing, the School/District shall at all times have discretion over the maximum number of Candidates it shall accept as School Counselor Students, the length of assignments, and the distribution of assignments.
3. **School-site Supervisor.**
 - (a) The School/District shall make recommendations to USC regarding [staff members] whom School/District believes are appropriate to serve as “School-site Supervisors” (defined below). Through the School’s/District’s recommendations, USC’s observations and School/District staff references, USC shall identify counselors and other staff working within the School/District to supervise and prepare School Counselor Candidates during their in-school experiences (“School-site Supervisors”).
 - (b) Both the School/District and USC shall approve the participation of any staff as a School-site Supervisor, provided that the School/District shall use its best efforts to approve a sufficient quantity of School-site Supervisors necessary to oversee the agreed-upon number of School Counselor Candidates placed within the School/District at any time.
 - (c) Should any School-site Supervisor become unable to perform or fulfill his or her duties hereunder, the School/District shall assign an alternative School-site Supervisor to the School Counselor Candidate (excluding a substitute teacher that replaces the original School-site Supervisor within the School/District).
4. **Credential Seeking Candidates.** Any credential seeking USC School Counselor Candidate shall be required to sit for and pass applicable, state-specific exams (*for example, in California, the California Basic Educational Skills Test*), as applicable in the Candidate’s state of residence, prior to the commencement of his or her assignment as a School Counselor Candidate.
5. **Use of Video.** USC utilizes video recording throughout its programs, including as an essential element of its instruction methodology. As such, any Candidate may make video recordings as part of his or her program studies throughout his or her assignment at the School/District. USC shall require Candidates to be responsible for obtaining appropriate and signed video release/authorization forms (which USC shall provide to Candidate) on behalf of recorded individuals, as appropriate, including obtaining parent/guardian signatures on behalf of recorded individuals who are minors (*i.e., under the age of legal competence*). The School/District may provide reasonable assistance to Candidates in obtaining signatures on such forms.

6. **Performance Data.** Should the School/District hire any school counselor Candidate(s), the School/District shall support USC's program evaluation initiatives by sharing student-level performance data for students he or she counsels to measure school counselor efficiency relative to other Master of Education in School Counseling graduates and to other new school counselors prepared through other pathways. USC shall keep such data confidential and use it only to facilitate analysis of its effectiveness, and will share its findings with the School/District. This paragraph 6 shall survive the expiration or termination of the Agreement for any reason.

INTENDING TO BE LEGALLY BOUND HEREBY, the parties affix their respective hands below:

ORCUTT UNION SCHOOL DISTRICT	UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE ROSSIER SCHOOL OF EDUCATION
Print Name: <u>Dr. Deborah Blow</u>	Print Name: _____
Signature: _____	Signature: _____
Dated: <u>March 11, 2020</u>	Dated: _____



BOARD OF TRUSTEES

SHAUN HENDERSON
LISA MORININI
LIZ PHILLIPS
MARK STELLER
MELANIE WAFFLE

DEBORAH BLOW, Ed.D.
District Superintendent
HOLLY EDDS, Ed.D.
Assistant Superintendent
SUSAN SALUCCI
Assistant Superintendent
WILLIAM YOUNG
Assistant Superintendent
KIRBY FELL
Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow, Superintendent
Board of Trustees

FROM: Kirby Fell, Chief Technology Officer

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: E-rate RFP-Network Switches for New Classrooms

BACKGROUND: The E-Rate Program provides discounts for school districts on internet access, telecommunications products and services, internal connection products, services and maintenance. The amount of the discount is based on the number of students eligible for the National School Lunch Program (NSLP) in the school district.

Districts are required to complete a Request for Proposal (RFP) for eligible equipment purchases as part of the application process. We have submitted an RFP for Gigabit network switches needed for our new kindergarten classrooms. If funded, we will receive a 60% discount on total price listed on the attached document.

The E-rate contingency statement below applies to this project.

E-RATE CONTINGENCY
The project herein is contingent upon the approval of funding from the Universal Service Fund’s Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

RECOMMENDATION: Staff recommends the Board of Trustees approve the E-rate RFP Switches for New Classrooms, as submitted.

FUNDING: E-rate funding and Technology budget



BOARD OF TRUSTEES

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LIZ PHILLIPS
MARK STELLER
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District Superintendent
HOLLY EDDS, Ed.D.
Assistant Superintendent
SUSAN SALUCCI
Assistant Superintendent
William Young
Assistant Superintendent
KIRBY FELL
Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow, Superintendent
Board of Trustees

FROM: Kirby Fell, Chief Technology Officer

BOARD MEETING DATE: March 11, 2020

BOARD AGENDA ITEM: E-rate RFP-Outdoor Wireless Access Points

BACKGROUND: The E-Rate Program provides discounts for school districts on internet access, telecommunications products and services, internal connection products, services and maintenance. The amount of the discount is based on the number of students eligible for the National School Lunch Program (NSLP) in the school district.

Districts are required to complete a Request for Proposal (RFP) for eligible equipment purchases as part of the application process. We have submitted an RFP for outdoor Wireless Access Points (WAPs). The WAPS will provide wireless network coverage to our fields, playgrounds and common areas at each campus. If funded, we will receive a 60% discount on total price listed on the attached document.

The E-rate contingency statement below applies to this project.

E-RATE CONTINGENCY
The project herein is contingent upon the approval of funding from the Universal Service Fund’s Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

RECOMMENDATION: Staff recommends the Board of Trustees approve the E-rate RFP Outdoor Wireless Access Points, as submitted.

FUNDING: E-Rate Funding and Technology Budget