

ORCUTT UNION SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, October 9, 2019
Closed Session – 6:00 P.M.
Public Session – 6:30 P.M.
Orcutt Academy High School Multi-Purpose Room
610 Pinal Avenue, Orcutt, CA 93455

CALL TO ORDER 6:00 P.M.

- A. Pledge of Allegiance

CLOSED SESSION PUBLIC COMMENTS

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

ADJOURN TO CLOSED SESSION

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

1. Public Employment per Personnel Report.
2. Public Employee Employment/Discipline/Dismissal/Release.
3. Conference with labor negotiator Dr. Deborah Blow, Superintendent and/or Susan Salucci
 - a. OEA
 - b. CSEA
4. Conference with labor negotiators for unrepresented employees:
 - a. Certificated and Classified Management, and Confidential.
 - 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 6:30 P.M.

- B. Public Report on Action Taken in Closed Session

- C. Adoption of October 9, 2019 Agenda

Moved _____ Second _____ Vote _____

PUBLIC COMMENT ANNOUNCEMENT

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

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

- D. Superintendent's Report

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

1. OAHS ASB update
2. OCAF update
3. OJHS School Robotics Presentation
4. LCAP Local Indicator Data

E. **ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

- 1. Items from the Board

F. Public Comment

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

G. Written Communication

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

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. Hiring of Additional Coaches at Orcutt Academy Charter High School
- D. Approval of Warrants
- E. Minutes, Board Meeting, September 9, 2019
- F. Minutes, Board Meeting, September 11, 2019
- G. Minutes, Special Board Meeting, September 24, 2019
- H. OAHS Northern California College Overnight Trip in November 2019
- I. OAHS Dance Team Overnight Trip in March 2020
- J. OAHS Varsity Girls Basketball Team Overnight Trip in December 2019
- K. OAHS Barbershop Quartet Overnight Trip in November 2019
- L. Williams/Valenzuela Uniform Complaints

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

Moved _____ Second _____ Vote _____

ITEMS SCHEDULED FOR ACTION

A. GENERAL

- 1. Acceptance of Gifts

Orcutt Academy K-8 received a cash donation for \$300 from Air Control Heating and Air Conditioning, Inc. The funds will be used to support the expenses of the Robotics Team.

Olga Reed received a cash donation for \$650 from Companion Hospitality LLC, DBA Bell’s Restaurant. The funds are to be used to offset the cost of Sixth Grade Science Camp.

Joe Nightingale received a Brother’s Business Solution Printer, valued at \$350.00 from Danielle West.

It is recommended that the Board of Trustees accept these gifts and request that a letter of acceptance and appreciation be forwarded to Air Control Heating and Air Conditioning, Inc, Companion Hospitality LLC, DBA Bell’s Restaurant and, Danielle West.

Moved _____ Second _____ Vote _____

2. Board Policy 1112, Release of Directory Information

It is recommended that the Board of Trustees adopt the revisions made to Board Policy 1112, Release of Directory Information, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

B. BUSINESS SERVICES

1. Notice of Completion of the Ralph Dunlap School Site Safety and Security Project

It is recommended that the Board of Trustees ratify the Notice of Completion for the Ralph Dunlap School Site and Safety Project, as submitted.

Moved _____ Second _____ Vote _____

2. Notice of Completion of the Patterson Road School Site Safety and Security Project

It is recommended that the Board of Trustees ratify the Notice of Completion for the Patterson Road School Site and Safety Project, as submitted.

Moved _____ Second _____ Vote _____

3. Notice of Completion of the Olga Reed Elementary School Site Safety and Security Project

It is recommended that the Board of Trustees ratify the Notice of Completion for the Olga Reed Elementary School Site and Safety Project, as submitted.

Moved _____ Second _____ Vote _____

4. Resolution No. 7 to Award the Lease and Development of Key Site 17

It is recommended that the Board of Trustees adopt Resolution No. 7, to Award the Lease and Development of Key Site 17 to TAIT & Associates, as submitted.

Moved _____ Second _____ Vote _____

5. California Uniform Public Construction Cost Accounting Act (CUPCCAA) Resolution No. 8

It is recommended that the Board of Trustees adopt Resolution No. 8, California Uniform Public Construction Cost Accounting Act (CUPCCAA), as submitted.

Moved _____ Second _____ Vote _____

6. SIPE JPA Resolution No. 9

It is recommended that the Board of Trustees adopt Resolution No. 9, SIPE JPA Resolution No. 9, as submitted.

Moved _____ Second _____ Vote _____

C. EDUCATIONAL SERVICES

1. Board Policy 5123, Promotion/Acceleration/Retention

It is recommended that the Board of Trustees adopt the revisions made to Board Policy 5123, Students Promotion/Acceleration/Retention, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

2. Board Policy 5136, Gangs

It is recommended that the Board of Trustees adopt the revisions made to Board Policy 5136, Gangs, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

3. Board Policy 6145.6, International Exchange

It is recommended that the Board of Trustees adopt the revisions made to Board Policy 6145.6, International Exchange, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

4. Board Policy 6174, Education for English Learners

It is recommended that the Board of Trustees adopt the revisions made to Board Policy 6174, Education for English Learners for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

5. Board Policy 6179, Supplemental Instruction

It is recommended that the Board of Trustees adopt the revisions made to Board Policy 6179, Supplemental Instruction, for first reading and that it be placed on the next Consent Agenda for second reading.

Moved _____ Second _____ Vote _____

6. 2019-2020 Resolution No. 6 Full Day Kindergarten

Staff recommends that the Board of Trustees adopt Resolution No. 6, Full Day Kindergarten, as submitted.

Moved _____ Second _____ Vote _____

D. HUMAN RESOURCES

1. Approval of 2020-2021 School Calendar

It is recommended that the Board of Trustees adopt the 2020-2021 calendar, as submitted.

Moved _____ Second _____ Vote _____

E. TECHNOLOGY

1. Educational Technology Academy Purchases

It is recommended that the Board of Trustees approve the Educational Technology Academy Purchases, as submitted.

Moved _____ Second _____ Vote _____

GENERAL ANNOUNCEMENTS

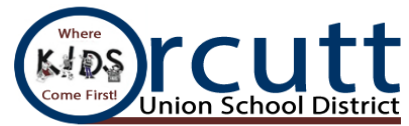
Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, November 13, 2019, beginning with Closed Session starting at 6:00 p.m., Public Session at 6:30 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA. There will be a **Special Curriculum Board Meeting on Wednesday, October 23, 2019**, in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

ADJOURN

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

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

Classified Personnel Action Report
 Orcutt Union School District
 October 9, 2019



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 |
|-------------------|------------------------------|--|----------------|---------------|----------------------------|-----------|--|
| Acosta, Hilda | Nightingale | Noon Duty Supervisor, Substitute | 6 | | \$12.35 per hr. | 9/9/19 | Substitute |
| Bailey, Lori | Alice Shaw | Noon Duty Supervisor | 6/1 | 1.75 | \$13.00 per hr. | 8/14/19 | Permanent/Probationary |
| Bailey, Lori | Pupil Services | Instructional Assistant I & II, Substitute | 11/1 & 12/1 | | \$14.48 & \$14.84 per hr. | 8/14/19 | Substitute |
| Chacon, Erica | Transportation | Bus Attendant | 11/3 | 23.85 per wk. | \$15.96 per hr. | 9/4/19 | Adjustment in hours |
| Cupp, Bret | Maintenance & Operations | Custodian, Day Lead | 27/5 | 8.0 | \$200 per mo. | 12/1/19 | Longevity – 25 years |
| Gonzalez, Alma | Orcutt JHS | Instructional Assistant, I | 11/3 | 3.5 | \$15.96 per hr. | 9/5/19 | Resignation |
| Herrera, Samantha | Patterson | Instructional Assistant, I | 11/2 | 3.5 | \$15.20 per hr. | 9/9/19 | Reinstate/change sites |
| Herrera, Samantha | Patterson | Instructional Assistant, I | 11/2 | 3.5 | 2.5% of salary | 9/9/19 | Special Needs Stipend |
| Keffer, Randi-Lee | Alice Shaw | Instructional Assistant, I | 11/2 | 3.5 | \$15.20 per hr. | 9/24/19 | Permanent/Probationary |
| Keffer, Randi-Lee | Alice Shaw | Instructional Assistant, I | 11/2 | 3.5 | \$1,000 annually, prorated | 9/24/19 | Educational Stipend - Bachelors |
| Keffer, Randi-Lee | Alice Shaw | Instructional Assistant, I | 11/2 | 3.5 | 2.5% of salary | 9/24/19 | Special Needs Stipend |
| Kell, Ashley | Transportation | Bus Attendant, Substitute | 11/2 | | \$15.20 per hr. | 9/9/19 | Substitute |
| Kozel, Trenton | District | Instructional Assistant/Music, Substitute | 10 | | \$13.41 per hr. | 9/18/19 | Substitute |
| Locarnini, JoAnn | Nightingale | Office Assistant | 14/6 | 7.0 | \$19.90 per hr. | 12/30/19 | Request Early Retirement Incentive Program |
| McMann, Shay | Alice Shaw | Instructional Assistant, II | 12/3 | 3.5 | \$16.36 per hr. | 9/20/19 | Resignation |
| Pera, Valerie | District | Noon Duty Supervisor, Substitute | 6 | | \$12.35 per hr. | 9/18/19 | Substitute |
| Roberts, Jenifer | Alice Shaw Campus Connection | Child Care Coordinator | 16/3 | 3.75 | \$200 per mo. | 12/1/19 | Longevity – 25 years |

Classified Personnel Action Report
 Orcutt Union School District
 October 9, 2019



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 |
|-----------------------|----------------|--|----------------|------------------|--------------------|-----------|---------------------|
| Sandstrom, LeiLani | Transportation | Bus Driver | 18/6 | 25.25 per wk. | \$21.97 per hr. | 9/4/19 | Adjustment in hours |
| Walker, Ruthcel | Nightingale | Noon Duty Supervisor | 6/2 | | \$13.44 per hr. | 7/1/19 | Resignation |
| Welbaum, Lindsey | District | Noon Duty Supervisor, Substitute | 6 | | \$12.35 per hr. | 9/18/19 | Substitute |



Certificated Personnel Action Report
 Orcutt Union School District
 October 9, 2019

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 |
|---------------------|--------------------------|-------------------|---------------|---|--|
| Ahler, Laura | Joe Nightingale | Stipend | \$1200 | 2019-20 | PLC Lead, 2 nd Grade |
| Alter, Sara | Ralph Dunlap District | Hourly | \$25 | 8/2-8/31/19 8/15-8/27/19 | Intervention, 27.25 hrs Dibels, 31.25 hrs |
| Anadon, Alyssa | Joe Nightingale | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 8 hrs |
| Barba, Patricia | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Barker, Susan | District | Hourly | \$25 | 8/30/19 | ELPAC Training, 2 hrs |
| Batchelor, Melanie | Pine Grove District | Hourly | \$25 | 2019-20 8/21-8/28/19 8/16-8/23/19 | Art Enrichment, 16 hrs wk Art Enrichment, 16 hrs Dibels, 26.5 hrs |
| Belanger, Rebecca | Pine Grove | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 3.5 hrs Steam Academy, 5.5 hrs |
| Benedict, Patricia | District | Hourly | \$25 | 8/12-8/23/19 | Dibels, 36.5 hrs |
| Birdsall, Swapna | Orcutt Academy K-8 | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Blanchard, Kimberly | Joe Nightingale District | Hourly | \$25 | 8/27-8/29/19 8/16-8/26/19 | Intervention, 8.5 hrs Dibels, 26.5 hrs |
| Bormes, Lori | Ralph Dunlap | Hourly | \$25 | 8/26-8/28/19 | Art Enrichment, 16 hrs |
| Brickey, Patrick | Lakeview JHS | Extra Duty | \$40/hr | 9/14/19 | Discover Education, 4.5 hrs |
| Buchanan, Sally | District | Hourly | \$25 | 8/30/19 8/9-8/20/19 | SPED Tele-Therapy, 3.75 hrs Dibels, 27 hrs |
| Buchanan, Sarah | Pine Grove District | Hourly | \$25 | 2019-20 8/21-8/30/19 8/16-8/29/19 | Academic Intervention, 17 hrs wk Intervention, 16.5 hrs Dibels, 42 hrs |
| Camacho, Diane | District | Hourly | \$25 | 8/16-9/5/19 | Dibels, 57.5 hrs |
| Campbell, Kaitlin | District | Hourly | \$25 | 8/16-8/23/19 | Dibels, 31.75 hrs |
| Cantrell, Andrea | District | Hourly | \$25 | 8/16-8/27/19 8/21-8/30/19 | Dibels, 33.25 hrs Intervention, 30.5 hrs |
| Chamberlain, John | Joe Nightingale | Stipend | \$800 | 2019-20 | Robotics Advisor |
| Chambless, Amy | Alice Shaw | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 7.5 hrs |

*To be prorated

| NAME | SCHOOL | CLASS/STEP | SALARY | EFFECTIVE DATE | ACTION INFORMATION |
|--------------------|---------------------------------|-----------------------|----------------------|------------------------------------|--|
| Chartier, Victoria | Pine Grove | Extra Duty | \$40/hr | 9/14/19 | Discover Education, 4.5 hrs |
| Clayton, Michelle | Orcutt Academy K-8 | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Cleveland, Paul | Lakeview JHS | Extra Duty | \$40/hr | 9/14/19 8/24/19 8/12-8/28/19 | Steam Academy, 5.5 hrs Steam Academy, 3 hrs Sysop, 5 hrs |
| Cole, Cristy | Orcutt Academy K-8 | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Collison, Deirdre | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Craft, Cheri | Ralph Dunlap | Extra Duty | \$40/hr | 5/20-5/22/19 | IEP Meetings, 2.5 hrs |
| Dacus, Cody | District | Hourly | \$25 | 8/16-8/30/19 | Dibels, 48 hrs |
| Danielson, Lisa | Ralph Dunlap | Extra Duty | \$40/hr | 9/14/19 | Discover Education, 4.5 hrs |
| Davis, Joanne | Ralph Dunlap | Stipend | \$924 | 2019-20 | Yearbook Advisor |
| Day, Michelle | Olga Reed | Extra Duty | \$40/hr | 8/5/19 | SPED Training, 4 hrs |
| DelCarmen, Maria | Lakeview JHS | Extra Duty | \$40/hr | 8/22/19 | Worked Prep, 1 hr |
| Doerksen, Allie | Pine Grove | Stipend Extra Duty | \$1000 \$40/hr | 2019-20 9/14/19 | Student Council Advisor Steam Academy, 5.5 hrs |
| Elkin, Miranda | Patterson Road | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Elwell, Renee | District | Hourly Daily | \$25 \$110 | 8/15-8/21/19 8/26/19 | Dibels, 22.25 hrs Shadow for long term sub |
| Eubanks, Lauren | Orcutt Academy HS | Extra Duty | \$800 \$800 | 2019-20 | Concurrent Enrollment, Fall 2019 Concurrent Enrollment, Spring 2020 |
| Fenske, Christina | Orcutt Academy K-8 Olga Reed | Hourly | \$25 | 8/26-8/30/19 8/26-8/27/19 | Garden Educator, 9 hrs Garden Educator, 7 hrs |
| Fichter, Megan | Lakeview JHS | Extra Duty | \$40/hr | 8/5/19 8/20-8/27/19 | SPED Training, 4.5 hrs Detention, 2 hrs |
| Francisco, Mary | Ralph Dunlap | Stipend | \$1200 | 2019-20 | PLC Lead, 5 th Grade |
| Frantz, Michele | Joe Nightingale | Stipend | \$1200 | 2019-20 | PLC Lead, 1st Grade |
| Fraser, Jamie | Pine Grove | Stipend Extra Duty | \$1200 \$47.10/hr | 2019-20 8/19-8/29/19 | PLC Lead, Special Education IEP Meetings, 3 hrs |
| Freeland, Susan | Joe Nightingale | Hourly | \$25 | 8/16-8/30/19 8/16-8/27/19 | Intervention, 22 hrs Dibels, 41 hrs |
| Freitas, Jennifer | Joe Nightingale | Hourly | \$25 | 8/21/19 | Long term sub, staff meeting, 1 hr |
| Garcia, Deedra | Patterson | Hourly | \$25 | 8/26-8/30/19 | Intervention, 16.75 hrs |
| Gelotti, Scott | Orcutt Academy HS | Extra Duty | \$40/hr | 8/19-8/27/19 | Detention, 4 hrs |
| Grennen, Julie | Joe Nightingale | Stipend | \$1200 | 2019-20 | PLC Lead, 5 th Grade |
| Guerrero, Angeli | Joe Nightingale | Extra Duty | \$40/hr | 8/5/19 | SPED Training, 4.5 hrs |

*To be prorated

| NAME | SCHOOL | CLASS/STEP | SALARY | EFFECTIVE DATE | ACTION INFORMATION |
|-----------------------|--|-----------------------|-------------------|---|---|
| Haggerty, Susan | Olga Reed | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Harris, Steven | Orcutt JHS | Extra Duty | \$40/hr | 8/28/19 | Back to School, 2 nd Site, 2 hrs |
| Henry, Kristi | Joe Nightingale | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 10 hrs |
| Hildebrant, Jennifer | Pine Grove | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Hinden, Susan | Patterson Road | Extra Duty | \$40/hr | 9/14/19 | Discovery Education, 4.67 hrs |
| Hodson, Joslyn | Patterson Road | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 3.5 hrs Steam Academy, 3.5 hrs |
| Holladay, Brittany | District | Hourly | \$25 | 8/23-8/30/19 8/19-8/27/19 | Intervention, 16.5 hrs Dibels, 34 hrs |
| Hopkins, Tiffany | District | Hourly | \$25 | 8/22-8/23/19 | Dibels, 13 hrs |
| Hotchkiss, Molly | District | Hourly | \$25 | 8/15-8/29/19 | Resource Support, 35.25 hrs |
| Hough, Roberta | Pine Grove | Stipend | \$924 \$1200 | 2019-20 | Yearbook Advisor PLC Lead, 6 th Grade |
| Hughes, Michelle | District | Hourly | \$25 | 8/14-8/30/19 | ELPAC, 16 hrs |
| Johnson, Melissa | Ralph Dunlap | Hourly | \$25 | 8/15-8/19/19 | Long term sub, parent meetings, 2.5 hrs |
| Jorgensen, Sheri | Joe Nightingale | Stipend | \$1000 | 2019-20 | Student Council Advisor |
| Kaczor, Grazyna | Ralph Dunlap | Extra Duty | \$40/hr | 8/5-8/7/19 | SPED Training, 14 hrs |
| Kantorowski, Jennifer | District | Hourly | \$25 | 8/16/19 8/29/19 | Dibels, 4 hrs Intervention, 4.5 hrs |
| Kozel, Aaron | Ralph Dunlap | Stipend Extra Duty | \$1200 \$40/hr | 2019-20 8/24/19 | PLC Lead, 2 nd Grade Steam Academy, 5.25 hrs |
| Krausse, Sheila | District | Hourly | \$25 | 8/14-8/30/19 | ELPAC, 15.5 hrs |
| Laffin, Debra | Olga Reed | Extra Duty | \$1000 \$40/hr | 2019-20 9/14/19 8/24/19 | Combo Class Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Lake, Catherine | District | Extra Duty | \$40/hr | 8/24/19 | Steam Academy, 2 hrs |
| Langley, Cassidy | Pine Grove | Extra Duty | \$40/hr | 9/14/19 8/29/19 | Discover Education, 4.5 hrs IEP Meeting, 1.25 hrs |
| Lara, Nichol | District | Hourly | \$25 | 8/30/19 8/14-8/29/19 | Intervention, 5 hrs Dibels, 45.75 hrs |
| Larrabee, Jennifer | District Patterson Road | Hourly | \$25 | 8/16-8/27/19 8/12-8/21/19 | Dibels, 38.25 hrs Art Enrichment, 22.5 hrs |
| Leach, Veronica | Olga Reed Orcutt Academy K-8 District | Hourly | \$25 | 8/21/19 8/26-8/29/19 8/16-8/23/19 | Art Enrichment, 2 hrs Intervention, 10.5 hrs Dibels, 30 hrs |
| Lee, Tanya | Olga Reed | Extra Duty | \$1000 \$40/hr | 2019-20 9/14/19 8/24/19 | Combo Class Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Leyden, Candance | District | Hourly | \$25 | 8/14-8/29/19 8/14-8/30/19 | ELPAC, 5 hrs Dibels, 34 hrs |

*To be prorated

| NAME | SCHOOL | CLASS/STEP | SALARY | EFFECTIVE DATE | ACTION INFORMATION |
|-------------------|-----------------------------------|--------------------------|---------------------------------|--|---|
| Liddi, Scott | Orcutt Academy HS Lakeview JHS | Hourly | \$25 | 8/5/19 | Long term sub, SPED Training, 6 hrs |
| Lopez, Desiree | Orcutt Academy HS | Extra Pay | \$40/hr | 8/19-8/26/19 | Intervention, 2 hrs |
| Lopez, Shannon | Joe Nightingale | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 9.5 hrs |
| Lovell, Stacey | Orcutt Academy K-8 | Extra Duty Extra Duty | \$1000 \$40/hr | 2019-20 8/24/19 | Combo Class Steam Academy, 5.5 hrs |
| Luis, Michael | Olga Reed | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Maderas, Ron | Pine Grove | Extra Duty Stipend | \$1000 \$1200 | 2019-20 | Combo Class PLC Lead, 4 th Grade |
| Majewski, Katlin | District Pine Grove | Hourly | \$25 | 8/28-8/30/19 8/16-8/26/19 2019-20 8/27/19 | Intervention, 17 hrs Dibels, 40 hrs Academic Intervention, 17 hrs wk Art Enrichment, 6 hrs |
| Manich, Cher | District | Extra Duty | \$40/hr | 8/24/19 | Steam Academy, 5.5 hrs |
| Mason, Caryn | Orcutt Academy I/S | Hourly | \$30 | 8/12-8/30/19 | Support Teacher, 104 hrs |
| Mason, Joel | Orcutt Academy HS | Extra Duty | \$700 \$700 | 2019-20 | Concurrent Enrollment, Fall 2019 Concurrent Enrollment, Spring 2020 |
| Mason, Joshua | Orcutt Academy HS | Extra Duty | \$40/hr | 8/22/19 | Intervention, 1 hr |
| Matautia, Jewelee | District | Hourly | \$25 | 8/16-8/29/19 | Dibels, 45 hrs |
| May, Dawn | Pine Grove | Stipend | \$1200 | 2019-20 | PLC Lead, 2 nd Grade |
| McGray, Cheryl | District | Hourly | \$25 | 8/21/19 | Dibels, 5.5 hrs |
| Meyer, Karen | Ralph Dunlap | Stipend | \$1200 | 2019-20 | PLC Lead, Kindergarten |
| Millan, Laurie | District | Hourly | \$25 | 8/16-8/30/19 | Dibels, 52.5 hrs |
| Miller, Ashley | Alice Shaw | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 9.5 hrs |
| Morris, Sheri | Ralph Dunlap | Stipend | \$1200 | 2019-20 | PLC Lead, 4 th Grade |
| Murch, Tamara | Orcutt JHS | Hourly | \$25 | 8/26-8/30/19 | ELD Support, 10.42 hrs |
| Musumeci, Tracie | Pine Grove District | VI-20 Hourly | \$97,555* \$2500* \$25/hr | 2019-20 8/15-8/30/19 | Temporary Contract, 10% Pro-rated Signing Bonus, Year 1 Dibels, 31.5 hrs |
| Nye, Judith | Olga Reed Orcutt Academy K-8 | Stipend | \$1000 | 2019-20 | SLED Advisor |
| Papworth, Lara | District | Hourly | \$25 | 8/30/19 | ELPAC, 2 hrs |
| Parker, Jessica | Joe Nightingale | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 8 hrs |
| Patterson, Paul | Pine Grove | Stipend | \$800 | 2019-20 | Robotics Advisor |
| Pawley, Lise | Joe Nightingale | Stipend Extra Duty | \$1200 \$40/hr | 2019-20 9/14/19 | PLC Lead, 3 rd Grade Steam Academy, 5.5 hrs |

*To be prorated

| NAME | SCHOOL | CLASS/STEP | SALARY | EFFECTIVE DATE | ACTION INFORMATION |
|-------------------|--------------------|-----------------------|--------------------------|-------------------------------|--|
| | | | | 8/24/19 | Steam Academy, 5.5 hrs |
| Penk, Heather | Orcutt Academy HS | Extra Duty | \$40/hr | 8/20-8/27/19 8/19-8/30/19 | Intervention, 2 hrs Morning Library Support, 5 hrs |
| Perez, Cecilia | Orcutt JHS | Extra Duty | \$40/hr | 8/5-8/6/19 | SPED Training, 8 hrs |
| Ramos, Rosalynn | Joe Nightingale | Stipend Extra Duty | \$1500 \$40/hr | 2019-20 9/14/19 8/24/19 | Teacher in Charge Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Rhyne, Suzi | Joe Nightingale | Stipend Extra Duty | \$1200 \$40/hr | 2019-20 9/14/19 8/24/19 | PLC Lead, 6 th Grade Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Richardson, Laura | District | Hourly | \$25 | 8/28-8/30/19 8/16-8/27/19 | Intervention, 16.5 hrs Dibels, 41.25 hrs |
| Riede, Kirsten | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 | Discovery Education, 4.5 hrs |
| Riezebos, Analise | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 5.5 hrs Steam Academy, 3.5 hrs |
| Riezebos, Devin | Pine Grove | Extra Duty | \$40/hr | 8/24/19 | Steam Academy, 5.33 hrs |
| Robertson, Donald | Pine Grove | Stipend | \$1500 \$991 | 2019-20 | Teacher in Charge Track Coach |
| Romo, Sara | Alice Shaw | Hourly | \$25 | 2019-20 | Academic Intervention, 20 hrs wk |
| Rowland, JoAnn | Alice Shaw | Hourly | \$25 | 8/28-8/30/19 | Art Enrichment, 19.5 hrs |
| Ruth, Amy | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 8/24/19 | Steam Academy, 5.5 hrs Steam Academy, 5.5 hrs |
| Sage, Addison | Orcutt Academy HS | Stipend Extra Duty | \$1000 \$700 \$700 | 2019-20 | SLED Advisor Concurrent Enrollment, Fall 2019 Concurrent Enrollment, Spring 2020 |
| Salvesen, Kris | Pine Grove | Hourly | \$25 | 2019-20 | Academic Intervention, 16 hrs wk |
| Saylor, Jennifer | Joe Nightingale | Stipend | \$1200 | 2019-20 | PLC Lead, Kindergarten |
| Schmid, Renee | Joe Nightingale | Stipend | \$1200 | 2019-20 | PLC Lead, 4 th Grade |
| Schnorf, Barbara | Pine Grove | Stipend | \$1200 | 2019-20 | PLC Lead, 3 rd grade |
| Segura, Monique | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 | Discovery Education, 4.67 hrs |
| Shannon, Joanne | Ralph Dunlap | Stipend | \$1200 | 2019-20 | PLC Lead, 6 th Grade |
| Sharp, Augusta | Orcutt JHS | Extra Duty | \$40/hr | 8/5/19 | SPED Training, 4 hrs |
| Shaw, Michael | Orcutt Academy HS | Extra Duty | \$600 \$600 \$180 | 2019-20 2018-19 | Concurrent Enrollment, Fall 2019 Concurrent Enrollment, Spring 2020 PLC Lead, English (shared) |
| Sherer, Diana | Orcutt Academy I/S | Hourly | \$30 | 8/9-8/29/19 | Support Teacher, 80 hrs |
| Shuffield, Jamie | Patterson Road | Extra Duty | \$40/hr | 9/14/19 | Discover Education, 4.5 hrs |
| Silva, Julie | Pine Grove | Stipend | \$1200 | 2019-20 | PLC Lead, 1 st Grade |

*To be prorated

| NAME | SCHOOL | CLASS/STEP | SALARY | EFFECTIVE DATE | ACTION INFORMATION |
|--------------------|--|-----------------------|-----------------------|--|---|
| Slezak, Sarah | Orcutt JHS Lakeview JHS Patterson | Extra Duty | \$40/hr | 12/18/18- 5/23/19 8/21-8/28/19 9/22-9/28/19 | Winter Concert, 2.5 hrs Spring Jazz Concert, 3 hrs Spring Choir Concert, 2.5 hrs Music PLC, 2 hrs Back to School, 2 nd Site, 2.5 hrs |
| Slovak, Julie | Pine Grove | Extra Duty | \$40/hr | 9/14/19 | Discover Education, 4.5 hrs |
| Smith, April | Lakeview JHS | Hourly | \$25 | 8/19-8/30/19 | ELD Support, 37 hrs |
| Smith, Timothy | Lakeview JHS | V-4 | \$58,525 | 2019-20 | Completed units for movement |
| Smithson, Allen | Pine Grove Olga Reed / Orcutt Academy K-8 | V-6 | \$62,524 | 2019-20 | Completed units for movement |
| Stapp, Haylee | Patterson Road | Extra Duty | \$40/hr \$47.10/hr | 8/6-8/5/19 8/20-8/27/19 | SPED Training, 9 hrs IEP Meetings, .8 hr |
| Swack, Stephani | Joe Nightingale | Stipend | \$924 | 2019-20 | Yearbook Advisor |
| Taira, Myrna | Joe Nightingale | Extra Duty | \$1000 \$40/hr | 2019-20 8/9/19 | Combo Class Kinder Orientation Meeting, 1 hr |
| Taubenheim, Aniko | Ralph Dunlap | Stipend | \$1500 | 2019-20 | Teacher in Charge |
| Thompson, Linda | Alice Shaw | VI-20 | \$97,555* \$2500* | 2019-20 | Temporary Contract, 35% Pro-rated Signing Bonus, Year 1 |
| Trenev, Valerie | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 | Steam Academy, 4.5 hrs |
| Turner, Kathryn | District | Hourly | \$25 | 8/16-8/30/19 | Dibels, 36.45 hrs |
| Tymn, Elizabeth | Pine Grove | Stipend Extra Duty | \$1200 \$40/hr | 2019-20 9/14/19 | PLC Lead, Kindergarten Discovery Education, 4.5 hrs |
| Verch, Gregory | Orcutt Academy HS | VI-8 Extra Duty | \$69,972 \$40/hr | 2019-20 8/26/19 | Completed MA degree / units for movement Worked Prep, 1 hr |
| Vidal, Jerred | Lakeview JHS | Stipend Extra Duty | \$1000 \$40/hr | 2019-20 9/14/19 8/24/19 | SLED Advisor Steam Academy, 5.5 hrs Steam Academy, 2.5 hrs |
| Wellard, Amy | Alice Shaw | Extra Duty | \$40/hr | 9/14/19 | Discover Education, 4.3 hrs |
| Westhoff, Kazan | Joe Nightingale | Stipend Extra Duty | \$1200 \$40/hr | 2019-20 8/5-8/6/19 | PLC Lead, Special Education SPED Training, 10 hrs |
| Whitted, Dana | District | Hourly | \$25 | 8/16-8/29/19 | Dibels, 13.5 hrs |
| Wiggins, Paula | Olga Reed | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Wilkanoski, Lisa | Olga Reed | Extra Duty | \$1000 | 2019-20 | Combo Class |
| Wilson, Shauna | Orcutt Academy K-8 | Extra Duty | \$1000 \$40/hr | 2019-20 8/8/19 | Combo Class SPED Training, 6 hrs |
| Winters, Gabriella | Ralph Dunlap | Extra Duty | \$40/hr | 8/5-8/13/19 | SPED Training, 10 hrs |
| Wogahn, Alyssa | Patterson Pine Grove | Extra Duty | \$40/hr | 8/11/19 9/14/19 8/17-8/18/19 | Long term sub classroom prep, 6 hrs Steam Academy, 5.5 hrs New classroom set up, 12 hrs |

*To be prorated

| NAME | SCHOOL | CLASS/ STEP | SALARY | EFFECTIVE DATE | ACTION INFORMATION |
|-------------------|----------------------------|------------------------|---------------|---------------------------|--|
| Woodruff, Jenna | Ralph Dunlap | Stipend | \$1200 | 2019-20 | PLC Lead, 1st Grade |
| Yamaichi, Anna | Pine Grove | Hourly | \$25 | 2019-20 | Overage Support, 28 hrs wk |
| York, Sarah | Patterson Road District | Hourly | \$25 | 8/12-8/21/19 8/16/19 | Long term sub classroom prep and convocation, 10 hrs Dibels, 3.5 hrs |
| Zimmerman, Lauren | Ralph Dunlap | Stipend | \$1200 | 2019-20 | PLC Lead, 3 rd Grade |
| Zimmerman, Liz | Pine Grove | Stipend | \$1200 | 2019-20 | PLC Lead, 5 th Grade |

*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: October 9, 2019

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

Orcutt Academy Charter HS:

Bri Decker

Girls Varsity Volleyball

Unpaid Volunteers:

*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 UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
September 9, 2019**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Monday, September 9, 2019, beginning with Lisa Morinini calling Public Session to order at 5:30 p.m. Liz Phillips led the Pledge of Allegiance. Members Present: Morinini, Phillips, Waffle, Steller, and Henderson. Administrators present: Dr. Deborah Blow. It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the September 9, 2019 agenda, as presented. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

ADJOURN TO CLOSED SESSION

It was moved by Mark Steller, seconded by Liz Phillips and carried to adjourn to Closed Session at 5:31 p.m. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

RECONVENE AND ADJOURN

The meeting reconvened to Public Session at 6:30 p.m. and Lisa Morinini reported that no action was taken in closed session. It was moved by Liz Phillips, seconded by Mark Steller and carried to adjourn the meeting at 6:35 p.m.

Deborah Blow, Ed.D., Board Secretary

Liz Phillips, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
September 11, 2019**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, September 11, 2019, beginning with Lisa Morinini calling Public Session to order at 6:00 p.m. The Pledge of Allegiance was led by Melanie Waffle. Members Present: Morinini, Phillips, Waffle, Steller and Henderson. Administrators Present: Blow, Edds, Salucci, Fell and Klempen.

ADJOURN TO CLOSED SESSION

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

RECONVENE TO PUBLIC SESSION

The meeting reconvened to Public Session at 6:31 p.m. Lisa Morinini reported that no action was taken in closed session. It was moved by Liz Phillips, seconded by Melanie Waffle and carried to adopt the September 11, 2019, agenda as presented. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

SUPERINTENDENT'S REPORT

OAHS ASB officers, Haley Parker, Vice-President, Jack Hinkle, Secretary, Raphael Relyea, Treasurer and Nathan Haley, President gave ASB updates. Dr. Blow gave the OCAF update and reminded the Board of the upcoming Annual Chalk Festival on Saturday, September 28th. Mr. Schmidt Principal of Ralph Dunlap introduced Deaf and Hard of Hearing Teachers, Joanna Hendrix, and Kelly Sanders. He also introduced Debbie Gieger, Santa Barbara County Director of Special Education and Kirsten Escobedo, Santa Barbara County Assistant Superintendent of Special Education. Mr. Schmidt gave a presentation on the Santa Barbara County Regional Deaf and Hard of Hearing Program that is taught at Ralph Dunlap, and thanked all staff involved with this program.

ITEMS FROM THE BOARD

Melanie Waffle wanted to publicly thank the bus drivers for all their hard work and commitment to students and parents. Mark Steller commented on the Patterson Road "Back to School Night", Shaun and Liz also commented on all the hard work teachers put in to the "Back to School Nights". Lisa Morinini thanked the teachers, staff and Board Members.

PUBLIC COMMENT

Mr. Wes Smith, Association California School Administrators (ACSA) commented and expressed his gratitude to Dr. Holly Edds for the wonderful job she did as ACSA President. Mr. Smith thanked the board for allowing Holly to fulfill this role as 2018-19 President. Teachers, Elizabeth Parker, Jennifer Saylor, Karen Meyer, Beth Karamitsos, Shannon Day and Monique Segura all commented on the Full-Day Kindergarten Resolution presentation. Phyllis Jackson, CSEA President, commented on the Full-Day Kindergarten Resolution and how it will effect classified staff.

CONSENT AGENDA ITEMS

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Hiring of Additional Coaches at OUSD
- D. Hiring of Additional Coaches at Orcutt Academy Charter High School
- E. Approval of Warrants
- F. Minutes, Special Board Meeting, August 5, 2019
- G. Minutes, Board Meeting, August 14, 2019
- H. Minutes, Special Board Meeting, August 26, 2019
- I. OAHS Barber Shop Quartet Overnight Trip, October 18th – 20th, 2019
- J. OAHS Girls Cross Country Overnight Trip Invitational, October 11th and 12th, 2019
- K. Board Policy 0420, School Plans/Site Council for second reading
- L. Board Policy 0420.4, Charter School Authorization for second reading
- M. Board Policy 0420.41, Charter School Oversight for second reading
- N. Board Policy, 1312.1, Complaints Concerning District Employees for second reading

- O. Board Policy, 1312.3, Uniform Complaint for second reading
- P. Board Bylaw 9323, Meeting Procedures for second reading
- Q. Board Policy 5131.2, Bullying for second reading
- R. Board Policy 5132, Dress and Grooming for second reading
- S. Board Policy 5141, Health Care and Emergencies for second reading
- T. Board Policy 6142.1, Sexually Health and HIV/Aids Prevention for second reading
- U. Board Policy 6142.6, Visual and Performing Arts Education for second reading
- V. Board Policy 6146.1, High School Graduation Requirements for second reading
- W. Board Policy 4030, Nondiscrimination in Employment for second reading
- X. Board Policy 4199.22, Dress and Grooming for second reading

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

ACTION AGENDA ITEMS

Acceptance of Gifts

It was moved by Shaun Henderson, seconded by Liz Phillips, and carried to approve the acceptance of gifts, and that a letter of acceptance and appreciation be sent to SESLOC Federal Credit Union, Carla Swift and Nancy Helgeland. Ayes: Morinini, Phillips, Waffle, Steller and Henderson.

Approval for Olga Reed School Sixth Grade Trip to Catalina Island Marine Institute

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to approve the Olga Reed overnight trip to Catalina Island Marine Institute, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Approval for Pine Grove School Overnight Field trip to Santa Barbara Maritime Museum

It was moved by Liz Phillips, seconded by Melanie Waffle and carried to approve the Pine Grove School overnight trip to Santa Barbara Maritime Museum, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Surplus

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

Authorized Signatures: District Personnel Approved by the Superintendent for Release of Commercial and Payroll Warrants

It was moved by Melanie Waffle, seconded by Mark Steller, and carried to approve the Authorized Signatures: District Personnel Approved by the Superintendent for Release of Commercial and Payroll Warrants, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Gann Limit

It was moved by Melanie Waffle, seconded by Liz Phillips, and carried to adopt the Gann Limit Resolution No. 4, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Purchase of Kubota Tractor and Power Turf Renovator for Turf Management

It was moved by Liz Phillips, seconded by Melanie Waffle, and carried to approve the purchase of the Kubota Tractor and Power Turf Renovator for Turf Management from Bertchtold Equipment in Santa Maria, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Approval of Child Nutrition Bids

It was moved by Liz Phillips, seconded by Melanie Waffle, and carried to approve the Child Nutrition bids, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

District and Charter Fund 2018/2019 Unaudited Actuals

It was moved by Melanie Waffle, seconded by Liz Phillips, and carried to approve and certify the District and Charter 2018-2019 Unaudited Actuals Report, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Public Hearing – Instructional Materials/Textbooks Sufficiency

Public Hearing was opened and closed with no comments from the public

2019-2020 Resolution No. 5 Sufficiency of Instructional Materials

It was moved by Liz Phillips seconded by Melanie Waffle and carried to adopt the 2019-2020 Resolution No. 5 Sufficiency of Instructional Materials, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Disposal of Obsolete Textbooks and Library Books

It was moved by Mark Steller, seconded by Shaun Henderson and carried to approve the Disposal of Obsolete Textbooks and Library Books, as submitted. Morinini, Phillips, Steller, Waffle and Henderson.

2019-2020 Resolution No. 6 Full Day Kindergarten Presentation

Dr. Holly Edds made a presentation to the Board of Trustees on the Full Day Kindergarten Resolution No. 6.

Concordia University Supervised Fieldwork Agreement for School Counselor Candidate

It was moved by Liz Phillips, seconded by Melanie Waffle, and carried to approve the Concordia University Supervised Fieldwork Agreement for School Counselor Candidate, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

Purchase of a Voice Over IP (VOIP) Phone System

It was moved by Shaun Henderson, seconded by Mark Steller, and carried to approve the Purchase of a Voice Over IP (VOIP) Phone System, as submitted. Ayes: Morinini, Phillips, Steller, Waffle and Henderson.

GENERAL ANNOUNCEMENTS

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, October 9, 2019, with Closed Session beginning at 6:00 p.m. followed by Public Session at 6:30 p.m. in the District Office Board Room, 500 Dyer Street, Orcutt, CA.

Reconvene to Closed Session

It was moved by Mark Steller, seconded by Shaun Henderson and carried to reconvene to closed session at 8:31 p.m.

Reconvene to Open Session

It was moved by Melanie Waffle, seconded by Liz Phillips and carried to reconvene to open session at 9:35 PM, Lisa Morinini reported that no action was taken in Closed Session.

ADJOURN

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adjourn the meeting at 9:40 p.m.

Deborah L. Blow, Ed.D. Board Secretary

Liz Phillips, Clerk, Board of Trustees

**ORCUTT UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
SPECIAL BOARD MEETING
September 24, 2019**

CALL TO ORDER

A special meeting of the Board of Trustees of the Orcutt Union School District was held on Tuesday, September 24, 2019, beginning with Lisa Morinini calling Public Session to order at 5:30 p.m. Liz Phillips led the Pledge of Allegiance. Members Present: Morinini, Phillips, Waffle, and Henderson. Absent: Mark Steller. Administrators present: Dr. Deborah Blow, Dr. Holly Edds, Susan Salucci, Bill Young and Kirby Fell.

It was moved by Melanie Waffle, seconded by Shaun Henderson and carried to adopt the September 24, 2019 agenda, as presented. Ayes: Morinini, Phillips, Waffle, and Henderson.

Special Board Study Session on proposed lease and development of Key Site 17

Bob Klempen presented the Board with a presentation on Key Site 17

ADJOURN TO CLOSED SESSION

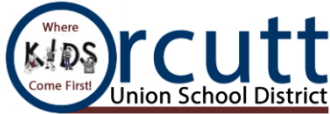
It was moved by Liz Phillips, seconded by Lisa Morinini and carried to adjourn to Closed Session at 6:10 p.m. Ayes: Morinini, Phillips, Waffle, and Henderson.

RECONVENE AND ADJOURN

The meeting reconvened to Public Session at 7:55 p.m. and Lisa Morinini reported on the Proposed Lease and Development of Key Site 17, and after a competitive selection process, the Board approved awarding the Lease and Development of Key Site 17 to Tait & Associates as the firm most qualified to develop Key Site 17 for senior housing. Roll call vote was taken 4-0; Shaun Henderson, yes, Lisa Morinini, yes, Liz Phillips, yes, Melanie Waffle, yes. It was moved by Liz Phillips, seconded by Shaun Henderson and carried to adjourn the meeting at 8:00 p.m.

Deborah Blow, Ed.D., Board Secretary

Liz Phillips, Clerk, Board of Trustees



Orcutt Academy High School
Administration Office

TO: Dr. Deborah Blow, Superintendent

FROM: Mr. Rhett Carter, OAHS Principal

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: OAHS Northern California College Overnight Trip

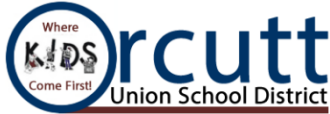
BACKGROUND: November 15 & 16, 2019, our Northern California College (NHS) Club is sponsoring a college trip to Northern California. Our counselors Monica Cedillo, Ana Perez and teacher John Dell'Armo will accompany 50 male and female students on this trip. Our students and chaperones will be visiting UC Berkeley, San Francisco State, and UC Davis. Departure time is around 6:00 a.m. on Friday, November 15, 2019 and return time is around 7:00 p.m. on Saturday, November 16, 2019. A charter bus has been reserved to transport students and chaperones. This group will be staying at a hotel in the Sacramento area.

All funds will be paid for by parents/students for this trip.

The purpose of this trip is for our students to visit a variety of college campuses to help them decide on which colleges they would like to apply.

RECOMMENDATION: Staff recommends that this overnight trip 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

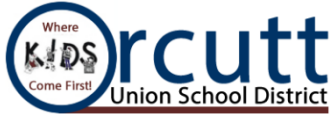
BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: OAHS Dance Team Overnight Trip

BACKGROUND: On Friday, March 27-29, 2020, our Dance Team will be attending the NRG Orange County Competition. Our team along with Coach Janet Reese will be staying 3 nights at the Hyatt Regency located in Garden Grove, CA. Transportation will be provided by a school vehicle and parent drivers. Funds for this trip will be provided by the Dance Team fundraising account.

RECOMMENDATION: Staff recommends that this overnight trip 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: October 9, 2019

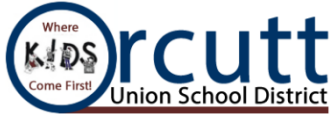
BOARD AGENDA ITEM: OAHS Varsity Girls Basketball Team Overnight Trip

BACKGROUND: Orcutt Academy High School Varsity Girls Basketball Team will be participating in the 10th Annual Arvin High School Varsity Girls' Basketball Holiday Showcase in Arvin, CA. This tournament will be an overnight trip with reservations at a hotel in the Bakersfield area for 2 nights. Our team will depart from OAHS on the morning of Thursday, December 26, 2019 and return on the evening of Saturday, December 28, 2019. Coach Tom Robb and his assistant coach will be accompanying our basketball team to this tournament.

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

RECOMMENDATION: Staff recommends that this overnight trip 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: October 9, 2019

BOARD AGENDA ITEM: Barbershop Quartet Festival

BACKGROUND: Orcutt Academy High School Barbershop Quartet has been invited to attend the festival "Sing for Your Life" as the headliner for the show. This event is on November 16-17, 2019 in Santa Cruz, CA. Teacher Dona Kintzi will be traveling with our Barbershop Quartet to this event. The Gold Standard Chorus Group of Santa Cruz will be covering meals and lodging for this festival. Our quartet along with Mrs. Kintzi will be departing from OAHS on Saturday, November 16, 2019 and returning on Sunday, November 17, 2019.

Transportation is provided by a school vehicle. If funds are needed, they will be provided by parents/students.

RECOMMENDATION: Staff recommends that this overnight trip be approved as submitted.

FUNDING: No Impact on General Fund

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

District: _____

Name of person completing this form: _____

Title of person completing this form: _____

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

Quarterly report submission date (check one):

April (Jan.—March)

July (April—June)

October (July—Sept.)

January (Oct.—Dec.)

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

Signature of district superintendent

Date



ORCUTT UNION SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

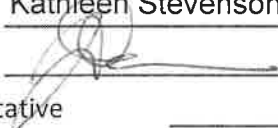
SCHOOL: Orcutt Academy K-8 Date: 9/18/19

DONOR: Name: Air Control Heating and Air Conditioning Inc.
Address: PO Box 5505, Santa Maria, CA 93455
Phone No. 805-714-9573

GIFT: Item Donated _____ or Cash Donation \$ 300.00
(Fill in if money is donated)
Designated for: Funds are to be used to support the expenses of the robotics team.
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? _____

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: Olga Reed School

Date: 9/19/19

DONOR: Name: Companion Hospitality LLC DBA Bell's Restraunt

Address: PO Box 233, Los Alamos, CA 93440

Phone No. _____

GIFT: Item Donated _____ or Cash Donation \$ 650.00

(Fill in if money is donated)

Designated for: Funds are to be used to offset the cost of Sixth Grade Science Camp.

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? _____

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 Elementary School Date: September 24, 2019

DONOR: Name: Danielle West
Address: 265 Moon Dance Dr, Santa Maria CA 93455
Phone No. (805) 868-0807

GIFT: Item Donated Printer or Cash Donation \$ _____
(Fill in if money is donated)
Designated for: Any use
General Description: Brother Business Solutions
Model No.: _____ Condition: New Used
Value (estimated): \$350.00
Purpose of Gift: Any 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)

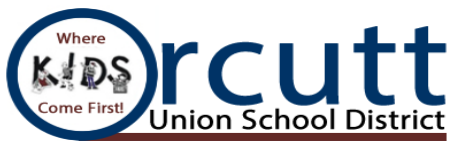
- A. Will gift require installation? Yes No
- B. What type of installation is required? General set up by tech department
- C. Will donor pay installation costs? Yes No
- D. Will there be operating costs?
If yes, what type? Yes No
Toner replacement

Acceptance Requested By (OUSD Staff Member): Terry Garnica, Office Manager
Acceptance Approved By (Administrator): Kate McInerney, Principle
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.)



BOARD OF TRUSTEES

SHAUN HENDERSON
LISA MORININI
LIZ PHILLIPS
MARK STELLER
MELANIE WAFFLE

Where a Dedicated Staff Means
KIDS COME FIRST

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

TO: Board of Trustees

FROM: Deborah Blow, Ed.D.
Superintendent

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Board Policy 1112 Media Relations

BACKGROUND: Policy updated to expand the section on “Crisis Communications Plan” to apply to natural disasters, involve district technology personnel in the development of the plan, and expand the contents of the plan. Policy also updated to encourage the establishment of priorities and key messages for proactive communications with the media, clarify that media representatives can be required to register before coming on campus only if the district has adopted a policy requiring all visitors to register, and clarify that the only student directory information that may be released to the media is that information designated by the district in AR 5125.1 – Release of Directory Information.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 1112 Media Relations.

FUNDING: There are no funding implications.

Community Relations

MEDIA RELATIONS

The ~~Board of Trustees~~ **Governing Board** respects the public's **desire for and** right to information and recognizes that the media significantly influence the community's understanding of school programs, **student achievement, and school safety**. In order to develop and maintain positive media relations, the Board and the Superintendent desire to reasonably accommodate media requests for information and to provide accurate, reliable and timely information.

In conjunction with the Superintendent or designee, the Board shall periodically establish priorities and key messages for proactively communicating with the media regarding current district issues, activities, or needs.

(cf. 0400 - Comprehensive Plans)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 0510 - School Accountability Report Card)
(cf. 1100 - Communication with the Public)
(cf. 1160 - Political Processes)

Media representatives are welcome at all Board meetings and shall receive meeting agendas upon request **in accordance with Board policy**.

(cf. 9321 - Closed Session)
(cf. 9322 - Agenda/Meeting Materials)

Media representatives, like all other visitors, shall register immediately upon entering any school building or grounds when school is in session.

(cf. 1250 - Visitors/Outsiders)
(cf. 3515.2 - Disruptions)

Staff may provide the media with student directory information, **as identified in AR 5125.1 Release of Directory Information**, ~~including, but not limited to, the name of a student, school of attendance, grade level, honors, and activities~~, unless the student's parent/guardian has submitted a written request that such information not be disclosed. The district shall not release ~~information that is private or confidential as required by law, Board policy or administrative regulation. No other access to student records or personally identifiable student information~~ **that is private or confidential as required by law, Board policy, or administrative regulation**. ~~may be provided without written parent/guardian permission.~~

(cf. 1340 - Access to District Records)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)

Community Relations

MEDIA RELATIONS

(cf. 5125.1 - Release of Directory Information)
(cf. 9010 - Public Statements)
~~(cf. 9321.1 - Closed Session Actions and Reports)~~
(cf. 9324 - Minutes and Recordings)

Interviewing and Photographing Students

The district shall not impose restraints on students' right to speak freely with media representatives. ~~at those times which do not disrupt students' educational program.~~ However, ~~interviewings and photographing~~ of students ~~may~~ shall not create substantial disorder or impinge on the rights of others. Therefore, in order to minimize possible disruption to the orderly operation of the, media representatives who wish to interview students at school or impinge on the rights of students. Therefore, the district shall ~~are strongly~~ encouraged media representatives who wish to interview or photograph students at school to make prior arrangements with the principal. ~~At their discretion, parents/guardians may instruct their children not to communicate with media representatives.~~

(cf. 5145.2 - Freedom of Speech/Expression)

~~In order to protect the privacy and safety of students, a media representative who wishes to photograph students on school grounds should first make arrangements with the principal or designee.~~

~~When interviewing or photographing a special education student, he/she shall not be identified as a special education student without prior, written parent/guardian permission.~~

Media Communications Plan

In order to help develop strong relations with the media, the Superintendent or designee shall develop a proactive media communications plan. This plan may include, but not be limited to, information related to district programs and needs, student awards, school accomplishments and events of special interest.

(cf. 0510 - School Accountability Report Card)
(cf. 1100 - Communication with the Public)
(cf. 1160 - Political Processes)

The plan shall specify the district's and/or site's primary media contact to whom all media inquiries shall be routed. Spokespersons designated to speak to the media on behalf of the district include the Board president, Superintendent and public information officer. Other Board members and staff may be asked by the Superintendent or designee to speak to the media on a case-by-case basis, depending on their expertise on an issue.

Community Relations

The Superintendent or designee shall provide training on effective media relations to all designated spokespersons.

(cf. 9240 - Board Development)

~~During a disturbance or crisis situation, the first priority of school staff is to assure the safety of students and staff. However, the Board recognizes the need to provide timely and accurate information to parents/guardians and the community during a crisis. The Board also recognizes that the media have an important role to play in relaying this information to the public. In order to help ensure that the media and district work together effectively, the Superintendent or designee shall develop a crisis communications plan to identify communication strategies to be taken in the event of a crisis.~~

The Superintendent or designee shall develop strategies for working with the media to provide timely and accurate information to students, parents/guardians, and the community during a crisis or natural disaster. The crisis communications plan may include, but not be limited to, identification of a media center, strategies for press conference logistics, and development and integration of both internal and external notification systems, including public address systems, social media, web site postings, and text alerts.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

~~The crisis communications plan may include but not be limited to identification of a media center location, development of both internal and external notification systems, and strategies for press conference logistics.~~

The Superintendent or designee shall include local law enforcement and media representatives in the crisis planning process.

Legal Reference:

EDUCATION CODE

32210-32212 Willful disturbance of public school or meeting

35144 Special meetings

35145 Public meetings

35160 Authority of governing boards

35172 Promotional activities

48907 Freedom of speech and press

48950 Prohibition against disciplinary action for first amendment speech

Community Relations

49061 Definition of directory information

49073 Directory information

EVIDENCE CODE

1070 Refusal to disclose news source

PENAL CODE

627-627.10 Access to school premises

UNITED STATES CODE, TITLE 20

1232g Family educational and privacy rights

CODE OF FEDERAL REGULATIONS, TITLE 34

99.3 Definition of directory information

COURT DECISIONS

Lopez v. Tulare Joint Union High School District, (1995) 34 Cal.App.4th 1302

ATTORNEY GENERAL OPINIONS

95 79 Ops.Cal.Atty.Gen. 58 509 (1996)

Management Resources:

~~CSBA PUBLICATIONS~~

~~911: A Manual for Schools and the Media During a Campus Crisis, 2001~~

WEB SITES

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

Policy Adopted: ~~11/8/06~~ 11/13/2019

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young 
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Notice of Completion – Ralph Dunlap Elementary Site Safety and Security Project

BACKGROUND: On March 13, 2019 the Board of Trustees awarded the bid for the Ralph Dunlap Site Safety and Security Project. The objective of this project was to complete the Site Safety and Security Project. The work commenced on May 2, 2019 and was completed and signed off by Diani Building Corp., OUSD construction management team, on Tuesday, September 24, 2019.

RECOMMENDATION: I recommend that the Board of Trustees approve the Ralph Dunlap Elementary Site Safety and Security project as complete.

FUNDING: N/A

Recording requested by
And when recorded mail to:

Orcutt Union School District
Deborah Blow
500 Dyer St.
Orcutt, CA 93455

SPOCEABOVm:s LINEFOR RECORDER'S USE

NOTICE OF COMPLETION

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

Notice is hereby given:

1. The undersigned is owner or corporate office of the owner of the interest or estate stated below in the property hereinafter described: In fee
2. The full name of the owner is Orcutt Union School District
3. The full address of the owner is 500 Dyer St., Santa Maria, CA 93455
4. The work Ralph Dunlap Site Safety Plan on the said property described below was completed on September 24, 2019. The work done was: various safety and security project at site listed on #7.
5. The name of the contractor, if any, for such work of improvement was RDZ Contractor, Quincon, Inc. and, Big Wakoo Fence, Inc. contract date, March 18, 2019.
6. The property on which said work of improvement was completed is in the Town of Orcutt, County of Santa Barbara, State of California, and described as follows:
7. The street address of said properties are Ralph Dunlap Elementary APN #103123031, 1220 Oak Knoll Road Orcutt, CA 93455

Date

9/24/19

Orcutt Union School District
Owner

Deborah L. Blow

Signed by Deborah Blow, Superintendent

VERIFICATION

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

Executed on Tuesday, September 10, 2019

Owner: Orcutt Union School District

Signed by


Deborah L. Blow

Deborah Blow, Superintendent



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young 
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Notice of Completion – Patterson Road Elementary Site Safety and Security Project

BACKGROUND: On March 13, 2019 the Board of Trustees awarded the bid for the Patterson Road Site Safety and Security Project. The objective of this project was to complete the Site Safety and Security Project. The work commenced on May 2, 2019 and was completed and signed off by Diani Building Corp., OUSD construction management team, on Tuesday, September 24, 2019.

RECOMMENDATION: I recommend that the Board of Trustees approve the Patterson Road Elementary Site Safety and Security project as complete.

FUNDING: N/A

Recording requested by
And when recorded mail to:

Orcutt Union School District
Deborah Blow
500 Dyer St.
Orcutt, CA 93455

SPOCEABOVm:s LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

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

Notice is hereby given:

1. The undersigned is owner or corporate office of the owner of the interest or estate stated below in the property hereinafter described: In fee
2. The full name of the owner is Orcutt Union School District
3. The full address of the owner is 500 Dyer St., Santa Maria, CA 93455
4. The work Patterson Road Site Safety Plan on the said property described below was completed on September 24, 2019. The work done was: various safety and security project at site listed on #7.
5. The name of the contractor, if any, for such work of improvement was RDZ Contractor, Quincon, Inc. and, Big Wakoo Fence, Inc. contract date, March 18, 2019.
6. The property on which said work of improvement was completed is in the Town of Orcutt, County of Santa Barbara, State of California, and described as follows:
7. The street address of said properties are Patterson Road Elementary APN #103080047, 400 Patterson Road, Orcutt, CA 93455

Date

9/24/19

Orcutt Union School District
Owner

Deborah L. Blow

Signed by Deborah Blow, Superintendent

VERIFICATION

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

Executed on Tuesday, September 10, 2019

Owner: Orcutt Union School District

Signed by Deborah L. Blow
Deborah Blow, Superintendent



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young 
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Notice of Completion – Olga Reed Elementary Site Safety and Security Project

BACKGROUND: On March 13, 2019 the Board of Trustees awarded the bid for the Olga Reed Site Safety and Security Project. The objective of this project was to complete the Site Safety and Security Project. The work commenced on May 2, 2019 and was completed and signed off by Diani Building Corp., OUSD construction management team, on Tuesday, September 24, 2019.

RECOMMENDATION: I recommend that the Board of Trustees approve the Olga Reed Elementary Site Safety and Security project as complete.

FUNDING: N/A

Recording requested by
And when recorded mail to:

Orcutt Union School District
Deborah Blow
500 Dyer St.
Orcutt, CA 93455

SPOCEABOVm:s LINEFOR RECORDER'S USE

NOTICE OF COMPLETION

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

Notice is hereby given:

1. The undersigned is owner or corporate office of the owner of the interest or estate stated below in the property hereinafter described: In fee
2. The full name of the owner is Orcutt Union School District
3. The full address of the owner is 500 Dyer St., Santa Maria, CA 93455
4. The work Patterson Road Site Safety Plan on the said property described below was completed on September 24, 2019. The work done was: various safety and security project at site listed on #7.
5. The name of the contractor, if any, for such work of improvement was Big Wakoo Fence, Inc. contract date, May 9, 2019.
6. The property on which said work of improvement was completed is in the Town of Orcutt, County of Santa Barbara, State of California, and described as follows:
7. The street address of said properties are Olga Reed Elementary APN #101270018, 480 Centennial Street, Los Alamos, CA 93440.

Date

9/24/19

Orcutt Union School District
Owner

Deborah L. Blow

Signed by Deborah Blow, Superintendent

VERIFICATION

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

Executed on Tuesday, September 10, 2019

Owner: Orcutt Union School District

Signed by

Deborah L. Blow

Deborah Blow, Superintendent



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young 
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Resolution No. 7 to Award the Lease and Development of Key Site 17

BACKGROUND: The Orcutt Union District received a waiver from the California Department of Education to waive certain portions of the Education Code specific to the sale or lease of surplus real property. Pursuant to the waiver, the District engaged in a process that sought proposals from qualified firms for the development of Key Site 17 for senior housing. The waiver also required that the Board's acceptance of a proposal be discussed in a public session and set forth in a written record. Resolution No. 7 describes the District's disposition, selection process and acceptance and further sets forth the Board's direction to authorize staff to proceed with the finalization of the long-term lease of Key Site 17 with TAIT & Associates.

RECOMMENDATION: Staff recommends that the Board of Trustees of the Orcutt Union School District adopt the attached Resolution No. 7 to awarding the lease and Development of Key Site 17 to TAIT & Associates, Inc.

FUNDING: N/A

**RESOLUTION OF THE BOARD OF EDUCATION OF
ORCUTT UNION SCHOOL DISTRICT
RESOLUTION No. 7**

RESOLUTION TO AWARD THE LEASE AND DEVELOPMENT OF KEY SITE 17

WHEREAS, the Orcutt Union School (the "District") is the owner of certain real property totaling approximately nine and one-half acres (9.5) acres, located adjacent to the District's office, comprised of Assessors' Parcel Numbers 105-134-004, 105-134-005, 105-330-005, 150-330-006, and commonly referred to as Key Site 17 (the "Property"); and

WHEREAS, in 2007, the District previously appointed an Advisory Committee (the "Advisory Committee") pursuant to Education Code sections 17387 et seq., to advise the District's Governing Board (the "Board") related to the use and disposition of the Property; and

WHEREAS, upon the Advisory Committee's recommendation, the District determined, that entering into a long-term ground lease with a developer and developing the Property as housing for senior citizens would be a beneficial use of the Property for the District; and

WHEREAS, in November 2007, the Board authorized District staff to pursue rezoning the Property to accommodate housing for senior citizens; and

WHEREAS, the District applied to the County of Santa Barbara to rezone the Property to accommodate a housing of senior citizens, and, on February 11, 2014, by way of Resolution No.: 14-23, the Santa Barbara County Board of Supervisors resolved to adjust the Land Use Designation, revised portions of the OCP and Development Standards, and rezoned the Property from Small Lot Planned Development to Design Residential, 20 units/acre, which permits the District to move forward with the intended project to lease the Property and develop housing for senior citizens; and

WHEREAS, as part of the prior disposition process, the District gave notice to the various public entities, agencies and non-profit corporations (collectively "Priority Entities") entitled to first offering priority as set forth in Education Code section 17464, et seq., and Government Code section 54220, et seq., and the time has lapsed for such Priority Entities to offer to purchase or lease the Property; and

WHEREAS, on August 20, 2014, the Board approved staff's recommendation to seek a waiver of certain portions of the Education Code related to the disposition of surplus land and applied to the California Department of Education ("CDE") for a waiver of portions of Education Codes sections: 17455, 17466, 17468, 17469, 17472, 17475, 17476, and 17478, and all of sections 17473 and 17474 ("Waiver Request").

WHEREAS, on November 14, 2014, the CDE approved the District's Waiver Request and granted the District a waiver of the requested Education Code Sections, which is also known as Waiver No.: 6-8-2014 (the "2014 Waiver"); and

WHEREAS, the 2014 Waiver expired in 2016, and the District sought to reapply for a waiver on the same terms and conditions previously approved by the CDE so that the District could directly negotiate with interested parties for the lease and development of the Property for senior citizens housing (“Project”); and

WHEREAS, on September 12, 2018, the CDE approved the District’s waiver request and granted the District a waiver of the requested Education Code Sections, which is also known as Waiver No.: 3-6-201-W-04 (“2018 Waiver”); and

WHEREAS, the 2018 Waiver was approved with the conditions that final acceptance by the governing board of the District be made within sixty (60) days of the date proposals for the development of the Property were received and that the reasons for acceptance be discussed in open session and included in the minutes of the board meeting at which the proposal was accepted; and

WHEREAS, the District issued a Request for Qualifications in March 2019 and received statements of qualifications from five (5) firms interested in the Project; and

WHEREAS, three (3) firms were prequalified to submit proposals for the Project; and

WHEREAS, the Request for Proposals was issued to the prequalified firms in April 2019 and proposals were received on August 16, 2019; and

WHEREAS, the proposals submitted to the District were reviewed, evaluated and scored by the District’s evaluation committee and ranked according to a set of objective based criteria, reference checks and interviews; and

WHEREAS, the highest scoring firm was TAIT & Associates, Inc., and

WHEREAS, the District believes that TAIT & Associates, Inc., proposed a project that presents the best value to the District and the community (“Proposal”) because the Proposal fully addresses a community need for senior housing, provides for a development consistent with the objectives and requirements of the Orcutt Community Plan, provides for intergenerational programs and bridge to schools; and

WHEREAS, the Proposal provides for an estimated financial benefit to the District over 99 years that will exceed 48 million dollars; and

WHEREAS, the District intends that the revenue generated by the Lease be used to provide quality facilities for the District and its students; and

WHEREAS, the District intends that the use of such revenues be reviewed by the Governing Board every five (5) years to determine the most appropriate use of the funds based on the needs of the District over the term of the Lease; and

WHEREAS, the District intends to enter into a lease and development agreement with TAIT & Associates, Inc., that, at a minimum, complies with the requirements of the Request for Proposal and the Proposal;

NOW, THEREFORE, be it resolved by the Governing Board of the Orcutt Union School District as follows:

- 1. The above recitals are true and correct.
- 2. The Board hereby awards the Lease and Development of Key Site 17 to TAIT & Associates, Inc.
- 3. The District’s Superintendent or her designee is hereby authorized to take all action necessary and appropriate to finalize the Lease and Development Agreement with TAIT & Associates, Inc. consistent with this Resolution No. 7

ADOPT, SIGNED AND APPROVED this 9th day of October 2019.

President of the Governing Board of the
Orcutt Union School District

I, _____, Clerk of the Governing Board of the Orcutt Union School District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 9th day of October, 2018, and it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:


ABSENT:

Clerk of the Governing Board of the
Orcutt Union School District



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young 
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Resolution No. 8: Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act

BACKGROUND: The California Uniform Public Construction Cost Accounting Act (CUPCCAA) is a section of the Public Contract Code that allows school districts (and many other types of local agencies) to enter into public works agreements on a purchase order (as opposed to going to formal bid) for projects with a value of up to \$60,000, rather than the basic \$15,000 limit. It also provides a process that enables districts to establish a list of contractors that can be used for projects up to \$200,000 using a simplified informal bid process.

By utilizing procedures outlined in the California Uniform Public Construction Cost Accounting Act (CUPCCAA) (Section 22000 et seq. of the Public Contract Code) the District will reduce lead time and increase efficiency required on construction projects less than \$200,000. The District may act as the general contractor and quote projects based by trade. The District will benefit from the raised force account limit and the informal bidding process. More projects can be completed in a timely and cost efficient manner as a result of the streamlined awards process and the reduction in paperwork related to advertising and report filing.

Any local public agency may voluntarily elect to become part of the Act. To qualify, the District must adopt a resolution which includes a procedure for the establishment and maintenance of a List of Qualified Contractors per Section 22034 of the Public Contract Code. Upon adoption of the resolution, Orcutt Union School District will create a contractor list starting January 1, 2020 and implement and abide by Section 22000 et seq. of the Public Contract Code.

Districts advertise for contractors to be added to their list at least once each year, and new contractors may be added at any time. Districts may also use standard bid procedures, should they so desire. Unlike the regular Public Contract Code procedures, which require no action on the part of districts, districts that desire to use CUPCCAA must notify the State Controller's Office (SCO) of their desire to use the CUPCCAA process. There is no cost associated with using CUPCCAA, and although notification of the State Controller's Office is required, it is only a notification process; districts are not asking permission and the SCO takes no enabling action. According to the State Controller's Office website, 1,274 agencies participate statewide, of those 585 school districts and county offices of education currently use CUPCCAA.

RECOMMENDATION: Staff recommends that the Board of Trustees adopt Resolution No. 8: Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act as submitted.

FUNDING: This action does not require a funding source.

ORCUTT UNION SCHOOL DISTRICT

Resolution No. 8

IN THE MATTER OF: AUTHORIZATION FOR ORCUTT UNION SCHOOL DISTRICT TO BECOME SUBJECT TO UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

The following RESOLUTION was duly passed by the Board of Trustees of the Orcutt Union School District, at a regular meeting held on the 9th of October 2019, by the following roll call vote:

Shaun Henderson _____
Lisa Morinini _____
Liz Phillips _____
Mark Steller _____
Melanie Waffle _____

Signed and approved by me after its passage:

Lisa Morinini, President

Attest:

Liz Phillips, Clerk

WHEREAS, the Orcutt Union School District (“District”) currently uses formal bidding procedures pursuant to Public Contract Code section 20110, et. seq., applicable to construction work performed or contracted by the District.

WHEREAS, the District is currently not subject to uniform public construction cost accounting procedures.

WHEREAS, Public Contract Code section 22030 et seq., commonly known as the California Uniform Public Construction Cost Accounting Act (“CUPCCAA”), establishes a uniform cost accounting standard and allows for an alternate method of bidding of public works projects.

WHEREAS, the California Uniform Public Construction Cost Accounting Commission (“Commission”) established under CUPCCAA has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in

the contracting for construction of public projects, and is set forth in its publication entitled, Cost Account Policies and Procedures Manual.

WHEREAS, the Commission has determined that compliance with the California Schools Accounting Manual meets the accounting requirements of CUPCCAA for school districts.

WHEREAS, under Public Contract Code section 22032, the dollar amount limits under CUPCCAA currently are: (a) public projects of \$60,000 or less may be performed by District employees by force account, by negotiated contract, or by purchase order; (b) public projects \$200,000 or less, may be contracted by informal procedures; and (c) public projects more than \$200,000 are subject to formal bidding procedures.

WHEREAS, other local public agencies report that benefits of becoming subject to uniform public construction cost accounting procedures pursuant to CUPCCAA include: the raised force account limit; informal bidding procedures; greater leeway in the execution of public works projects; a streamlined awards process; improved timeliness of project completion; and simplified administration.

WHEREAS, the District's governing body must elect by resolution to become subject to the provisions of CUPCCAA and file a copy of the resolution with the State Controller's Office pursuant to Public Contract Code section 22030.

NOW THEREFORE, the following Resolutions are adopted:

RESOLVED, that pursuant to Public Contract Code section 22030(a), that the Board hereby elects to become subject to the uniform public construction cost accounting procedures set forth in CUPCCAA and to the Commission's policies and procedures and cost accounting review procedures, as they may each from time to time be amended, and directs the District Superintendent or the Superintendent's designee to notify the State Controller forthwith of this election as required by statute.

RESOLVED, that the Board hereby delegates the authority to the District's Superintendent, or designee, to award or to negotiate, execute, and enter into a contract or contracts with a qualified contractor or contractors for completion of public works projects pursuant to the procedures authorized in CUPCCAA (collectively, "Contracts").

RESOLVED, that the Contracts approved by the District's Superintendent, or designee, pursuant to this delegation shall be submitted to the Board for approval or ratification.

RESOLVED, that the District's Superintendent, or designee, is authorized pursuant to this Resolution to take any action that is necessary to complete the procedures necessary for the District to become subject to the uniform public construction cost accounting procedures set forth in CUPCCAA and to take any action authorized by CUPCCAA.

RESOLVED, that this Resolution shall take effect immediately.

CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT FREQUENTLY ASKED QUESTIONS (FAQs)

These FAQs have been compiled to assist agencies that are participating in the California Uniform Public Construction Cost Accounting Act (the Act), as contained in Public Contract Code (PCC) Section 22000, et seq. All references are to PCC, unless otherwise stated.

1. What is the Uniform Public Construction Cost Accounting Act?

The Act is legislation that was enacted in 1983 to help promote “uniformity of the cost accounting standards and bidding procedures on construction work performed or contracted by public entities in the state” (Section 22001). The Act is a voluntary program available to all public entities in the State, but it applies only to those public agencies that have “opted in” to the provisions set forth by the Act using the processes outlined in the Act. The entirety of the Act is found at Sections 22000-22045.

2. What are some of the key provisions of the Act?

The Act allows for public project work in the amount of \$60,000 or less to be performed by a public agency’s force account using the public agency’s own resources, or by negotiated contract, or by purchase order (Section 22032(a)). Public projects in the amount of \$200,000 or less may use the informal or formal bidding procedures set forth in Section 22032(b) or (c) of the Act. Public projects at a cost of more than \$200,000 must use formal bidding procedures to let the contract pursuant PCC Section 22032(c).

3. What are the benefits of the program?

- Increased force account limit for public agencies;
- Simplified bidding for projects that are \$200,000 or less;
- Reduced number of formal bids based on project size; and
- Expedited contracting for projects under \$200,000.

Many participating agencies appreciate the program because it has given them more leeway in the execution of public works projects under a certain dollar amount; sped up the award process; expedited project delivery; reduced the time, effort, and expense associated with bidding projects under \$200,000; and simplified administration for those projects. Few agencies have experienced challenges with the accounting requirements and overhead provisions. Moreover, adjustments, when required, have been relatively simple; most required procedures were already in place, so there were few, if any, major changes to existing operations. The current Standard Accounting Codes Structure satisfies reporting requirements when used properly.

4. Is the Uniform Public Construction Cost Accounting Act mandatory for public agencies?

No. The Act is a voluntary program requiring a public agency to “opt in” using the process outlined in the Act.

5. How does a public agency become subject to the Act?

The governing body must elect by resolution to become subject to the Act and must file a copy of the approved resolution with the State Controller's Office (Section 22030). Sample documents are available at: http://www.sco.ca.gov/ard_cuccac.html. Once an agency has opted into the Act, it will remain a part of the program.

6. May a public agency withdraw from the Act?

Yes. An agency may withdraw from the Act by filing with the State Controller's Office an approved resolution of the agency's election to withdraw that was made during a public meeting of the agency's governing body.

7. Must a participating agency "opt in" to the Act annually?

No. Once a participating agency "opts in" to the Act, the agency remains subject to the Act until it "opts out" of the Act.

8. What is the California Uniform Construction Cost Accounting Commission?

The Commission was created to administer the Act, per Section 22010. It consists of 14 members: 13 members appointed by the State Controller and the License "A" member of the Contractors' State License Board. Seven members represent the public sector (counties, cities, school districts, and special districts). Six members represent the private sector (public works contractors and unions). The Commission members receive no salary, but are eligible for reimbursement of their direct expenses related to the Commission.

9. What are the Uniform Public Construction Cost Accounting Procedures?

These procedures are to be used for tracking costs for work performed by an Agency's own forces on a "project" as defined by the Act (Section 22002(c)). The procedures do not apply to operations or maintenance work, or any work that meets the criteria listed in Section 22002(d).

These procedures are intended to capture and record all direct and indirect labor, materials, equipment, subcontractors, and supervision costs, as well as the appropriate overhead costs for the public agency associated with each "project" it performs with its own forces. The procedures follow industry-standard accounting methods, and in many cases are not much different from those already in place at most agencies. Sample forms are available in the CUCCAC Cost Accounting Policies and Procedures Manual at http://www.sco.ca.gov/Files-ARD-Local/CUCCAC_Manual.pdf

School districts may use the Standard Accounting Code Structure to comply with tracking requirements.

10. Are the cost accounting procedures applicable for agencies whose work forces perform only maintenance tasks as defined in the Act and that contract all of their public projects to third parties?

No. The cost accounting procedures are applicable only for agencies that perform public project work such as construction and alteration by force account or otherwise. As maintenance does not constitute a "project" under the Act, the cost accounting procedures do not apply.

11. When are participating agencies required to advertise if they choose to maintain a list of qualified contractors?

At least once per calendar year, each Public Agency that has elected to become subject to the Act and intends to use the notice provisions outlined in Section 22034(a) must establish a new list or update its existing list of qualified contractors by mailing, faxing, or emailing written notice to all construction trade journals designated for that Agency under Section 22036. The notice must invite all licensed contractors to submit the name of their firms to the Agency for inclusion on the Agency's list of qualified bidders for the following twelve (12) months. Effective January 1, 2016, a participating agency can choose a specific date of their choice in which to renew its list of qualified contractors.

12. May an agency that chooses to maintain a list add a contractor to the list at any time during the year?

Yes.

13. What is meant by the term "qualified contractors" as used in section 22034(a)(1) of the Act?

Qualified contractors are contractors licensed by the State to perform the subject work. The Commission has determined that nothing in the Act prohibits a participating agency from using additional objective pre-qualification standards in the formation and maintenance of their Qualified Contractors Lists if they so desire.

14. Can a public agency disqualify or exclude certain contractors from the Qualified Contractors List required in Section 22034(a)(1)?

Agencies may disqualify contractors from Qualified Contractors Lists when the contractors fail to furnish information to meet the minimum criteria as established by the Commission.

15. For agencies that do not maintain an informal bidders list, are they allowed to choose who would get notifications of projects?

No. Section 22034(a)(2) provides for notifications to construction trade journals and exchanges in lieu of sending notifications to contractors on an informal bidders list. An agency may send notices to selected contractors provided it has also met the advertisement requirements of Section 22034(a).

16. What is the difference between "qualifying contractors" under the Act and "prequalification of contractors" by school districts under Section 20101?

Qualifying contractors is a process that allows contractors to register with a public agency for notification of public works opportunities. The prequalification process under Section 20101 is a more complex process that requires a standardized questionnaire and evaluation of contractors using standard scoring criteria. The prequalification process is applicable under the Local Agency Public Construction Act, and does not apply to the Uniform Public Construction Cost Accounting Act.

17. Must a public agency a) notify contractors about public projects if the contractors are believed to not have the skills, credentials, or experience to perform the work required for the public project; and b) consider bids submitted by contractors that the public agency believes do not have the skills, credentials, or experience to perform the work?

a) Yes. If a contractor is on the Qualified Contractors List, the contractor must be notified by the agency of public projects for which he or she is licensed to perform (Section 22034(a)(1)).

b) All bids received must be considered, unless an agency makes appropriate legal findings that a contractor is not legally responsible or his or her bid is not responsive.

18. Does the Act allow flexibility in cases of emergency and when repair or replacements are necessary to permit the continued conduct of a public agency's operations or services?

Yes. For the purposes of the Public Contract Code, an "emergency" is defined at Section 1102 as "a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services."

The Act sets forth in Section 22035(a) how a governing body should proceed in case of emergency repairs or replacements. This section states:

In cases of emergency when repair or replacements are necessary, the governing body may proceed at once to replace or repair any public facility without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contracts. The work may be done by day labor under the direction of the governing body, by contractor, or by a combination of the two.

Section 22050 et seq., provides the emergency contract procedures to be followed in these cases.

19. Do the alternative bidding procedures apply only to public projects as defined in Section 22002(c)?

The alternative bidding procedures apply only to work that constitutes a "public project" as defined in Section 22002(c) and has a construction cost within the limits described in Section 22032. The alternative bidding procedures are not required for the purchase of goods or materials that are not part of a "public project."

However, as outlined in Section 22003, a participating agency may also use the alternative bidding procedures when contracting for maintenance or other work that does not fall within the definition of a "public project" if it so chooses.

20. What will membership in the Act cost my agency?

Nothing. There are no membership fees or dues. However, the Commission does accept grants to assist it in carrying out its duties (Section 22015(c)).

21. What are the most common concerns addressed by the Act?

These are:

- Cost accounting policies and procedures;
- Informal bidding procedures; and
- Accounting procedures review.

Cost accounting requirements for the Act follow those common to the construction industry. The informal bidding on public projects up to \$200,000 is seen by agencies as an effective tool to expedite completion of small projects. While an accounting procedures review could potentially hold up a project for a minimum of 45 days pursuant to Section 22043(c)(1), these types of reviews have been rare in the Commission's history.

22. Must an agency calculate an overhead rate to apply the accounting procedures?

No. Cities with populations of less than 75,000 must assume an overhead rate equal to 20% of the total costs of the public project, including the costs of material, equipment, and labor (Section 22017(b)(1)). Cities with a population of more than 75,000 may either calculate an actual overhead rate or assume an overhead rate of 30% of the total costs of a public project including the costs of materials, equipment, and labor (Section 22017(b)(2)).

23. When a public entity opts into the Act, does the Act supersede other contracting legal requirements such as statutory requirements for performance bonds, prevailing wages, and certificates of insurance, etc.?

No. The Act supersedes only the bidding procedures used once a public agency has opted into the Act and has notified the Controller. All other contracting requirements of the PCC remain applicable.

24. Can a public agency claim to be exempt from following all of the requirements in Public Contract Code by claiming it only has to follow the language and procedures within the Act?

No. The Act is part of the Public Contract Code; therefore, if the Act is silent on a particular matter, then the Public Contract Code applies on that matter.

25. If public agencies are not following the advertising requirements in the Act, will the Commission address those agencies? Can a complaint be brought to the Commission?

Yes. Recent legislative changes have expanded the Commission's authority to enforce provisions of the Act. The Commission may review complaints filed by interested parties when evidence is provided that:

- The participating agency performed work after rejecting all bids, claiming it could do the work less expensively (Section 22042(a)).
- The work performed exceeded the force account limits (Section 22042(b)).
- The work was improperly classified as maintenance (Section 22042(c)).
- A public agency did not comply with the informal bidding procedures set forth at Section 22034 (Section 22042.5).

26. Section 20112 specifically requires school districts to advertise twice for a two-week period, while Section 22037 requires advertising once, 14 days in advance of the date of opening of bids. How do participating school districts reconcile this conflict?

When the Act is in conflict with any other section in the Public Contract Code, the Act shall supersede. The Act requires advertising once, 14 days in advance of the date of opening of bids. Districts participating in the Act may choose to maximize their outreach by advertising twice.

27. May a public agency contract separately for like work at the same site at the same time using the under \$60,000 Force Account method?

No. Section 22033 states:

It shall be unlawful to split or separate into smaller work orders or projects any project for the purpose of evading the provisions of this article requiring work to be done by contract after competitive bidding.

Separating “like work” would be permitted only if the total of all the “like work” is less than \$60,000. If the work is more than \$60,000, it must be advertised and bid according to the provisions of the Act (i.e. bid informally if the total amount is less than \$200,000; bid formally if the total amount exceeds \$200,000).

28. May a public agency bid out two separate projects that occur at the same time and site, but are different types of work?

Yes. There is no violation if the work is competitively bid. If an agency wishes to use the negotiated or informal bidding processes, it must apply the appropriate limits to each of the projects. Each project must be separate in scope. Projects may not be separated by trade to avoid bidding. If the total of all jobs is greater than \$60,000, then the informal or formal bid limits apply.

29. Must a value be assigned to the volunteer labor when the California Conservation Corps or another volunteer organization provides labor on a public project?

No. Volunteer labor from volunteer organizations does not need to be included as a cost of a public project for bid limit purposes as long as no costs are associated with the volunteer labor.

30. By opting into the Act, does a public agency automatically bring all of its component divisions or departments into the Act?

Yes. When a public agency elects to become subject to the uniform construction cost accounting procedures, the entire legal entity is considered subject to the Act and no divisions or departments are exempt.

31. When a public agency opts into the Act, does it automatically bring all districts under control of its governing Board into the Act?

No. Special Districts, which are governed by a board of supervisors or city council, are subject only if a separate election is made for each special district.

32. PCC 22034 requires that participating agencies adopt an Informal Bidding Ordinance. What do schools and special districts that cannot adopt Ordinances do to comply?

Agencies that do not have the ability to adopt Ordinances should discuss Section 22034 compliance with their legal counsel.

Additional inquiries and questions may be directed by email to LocalGovPolicy@sco.ca.gov, or by regular mail to:

State Controller's Office
Local Government Programs and Services Division
Local Government Policy Section
P.O. Box 942850
Sacramento, CA 94250



BETTY T. YEE
California State Controller

November 1, 2018

To: ALL PUBLIC AGENCIES SUBJECT TO THE TERMS OF THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

SUBJECT: Notification Letter-Assembly Bill 2249 (Chaptered 169, Statutes of 2018)

The California Uniform Construction Cost Accounting Commission (CUCCAC) in agreement with the State Controller's Office (SCO) recommended an increase to the bid limit threshold prescribed in Public Contract Code (PCC) 22032, which was signed into law. Pursuant to PCC 22020, and on behalf of the State Controller Betty T. Yee, the SCO would like to inform on the following changes effective as of **January 1, 2019**:

- a) The change would allow projects costing \$60,000 or less to be performed by employees of a public agency by force account, by negotiated contract, or by purchase order;
- b) The change would allow projects costing up to \$200,000 to be contracted by informal bidding procedures; and projects costing over \$200,000 are subject to the formal bidding process.

The noted increases are pursuant to the provisions and benefits found in the Uniform Public Construction Cost Accounting Act (Act), which provides public agencies economic benefits and greater freedom to expedite public works projects. Agencies which elect to follow the cost accounting procedures set forth by the CUCCAC in its *Cost Accounting Policies and Procedures Manual*, will benefit from these increased limits by expediting delivery of public work projects and reduced bid processing costs. A new resolution adopting the change in legislation is not required if your agency is currently subject to the Act.

We encourage participating agencies to sign up on the SCO website for CUCCAC's email subscription service to receive important information concerning CUCCAC updates and legislative changes via e-mail. For more details or to sign up for the email subscription services, please contact the Local Government Programs Services Division at LocalGovPolicy@sco.ca.gov or visit our website at https://www.sco.ca.gov/ard_cuccac.html.

Sincerely,


A handwritten signature in black ink that reads "Sandeep Singh".

Sandeep Singh
Manager, Local Government Policy



BUSINESS SERVICES MEMORANDUM

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

FROM: Bill Young 
Assistant Superintendent, Business Services

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Self Insurance Program Employee (SIPE) JPA Resolution No. 9

BACKGROUND: Attached is Resolution No. 9 requesting that Orcutt Union School District designate the Assistant Superintendent, Business Services, as the primary representative to the Santa Barbara SIPE JPA and the Director of Maintenance, Operation and Transportation, as the official alternate. Said representatives are authorized to sign documents and perform all functions pertaining to the interest of the Board of Directors as a legislative body pursuant to the terms of this agreement.

This change would become effective the date of board approval and signing.

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Self Insurance JPA Resolution No. 9 as submitted.

FUNDING: N/A

Orcutt Union School District

Resolution No.9

Resolution For Designation Of The Official Representative to the Santa Barbara SIPE Joint Powers Authority Board of Directors

Where As, the Orcutt Union School District is a member of the Santa Barbara SIPE JPA:

Be It Resolved, that the Board of Trustees of Orcutt Union School District of Santa Barbara County, in a regular public meeting assembled the 9th day of October, 2019 to be effective as of today, designated the Assistant Superintendent, Business Services, as the primary representative to the Santa Barbara SIPE JPA and the Director of Maintenance, Operations and Transportation, as the official alternate. Said representatives are authorized to sign documents and perform all function pertaining to the interest of the Board of Directors as a legislative body pursuant to the terms of this agreement.

Approved this 9th day of October 2019.

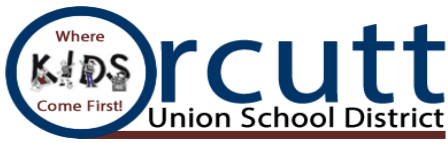
-Ayes:

-Noes:

-Abstain:

-Absent:

**Lisa Morinini, Board President
Orcutt Union School District**



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Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Board Policy 5123
PROMOTION/ACCELERATION/RETENTION

BACKGROUND: Policy updated to make minor revision reflecting current law pertaining to the requirement to provide remedial instruction to students who are recommended for retention or are identified as being at risk for retention.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 5123.

FUNDING: There are no funding implications.

Students

PROMOTION/ACCELERATION/RETENTION

The Board of Trustees expects students to progress through each grade level within one school year. To accomplish this, instruction ~~should~~ **shall be designed to** accommodate the variety of ways that students learn and include strategies for addressing academic deficiencies when needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Elementary/Middle School Graduation Requirements)
~~(cf. 6162.52 - High School Exit Examination)~~
(cf. 6170.1 - Transitional Kindergarten)

When high academic achievement is evident, the ~~Superintendent or designee~~ **teacher** may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Code 48070.5)

1. Between grades 2 and 3
2. Between grades 3 and 4
3. Between grades 4 and 5
4. Between grades 6 and 7
5. Between grades 8 and 9

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades and the following additional indicators of academic achievement:

- Student achievement of school site results-based targets and/or
- Norm-referenced test results (State Achievement Test) results and/or,
- Other individualized or group assessments a needed including the district/s Northwest Evaluation Association Assessment Program

Students

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

~~(cf. 5149 - At Risk Students)~~

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. (Education Code 48070.5)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

When any student in grades 2-9 is ~~retained or~~ recommended for retention **or is identified as being at risk for retention**, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. ~~The district also may offer supplemental instruction to a student in grades 2-6 who is identified as being at risk for retention.~~ (Education Code ~~37252.2, 37252.8,~~ 48070.5)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

Promotion/retention following one year of kindergarten

~~37252-37254.1 Supplemental instruction~~

~~41505-41508 Pupil Retention Block Grant~~

46300 Method of computing average daily attendance

48010 Admittance to first grade

48011 Promotion/retention following one year of kindergarten

48070-48070.5 Promotion and retention

56345 Elements of individualized education plan

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATIONS, TITLE 5

200-202 Admission and exclusion of students

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Students

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

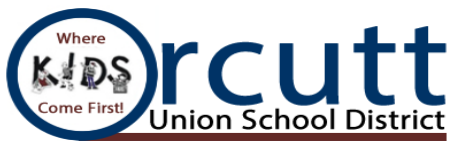
Kindergarten Continuance Form

WEB SITES

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

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

Policy Adopted: ~~10/10/2018~~ 11/13/2019 ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



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Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Board Policy 5136
GANGS

BACKGROUND: Policy updated to expand material related to supports and services for students identified as gang members and reflect best practices for gang prevention, intervention, and suppression described in new resource from the National Gang Center and in publication from the Los Angeles Police Department.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 5136.

FUNDING: There are no funding implications.

Students

GANGS

The Board of Trustees desires to keep district schools free from the threats or harmful influence of any groups or gangs which exhibit ~~drug use, violence or disruptive behavior~~ **disruptive to the school environment and/or the safety and well-being of students. The Board additionally desires to provide support and intervention to students who are members of gangs to enable them to successfully disengage from gang involvement and be successful in school. The Superintendent or designee shall take steps to deter gang intimidation of students and staff and confrontations between members of different gangs. He/she shall exchange information and establish mutually supportive efforts with local law enforcement authorities.**

- (cf. 0450 - Comprehensive Safety Plan)
- (cf. 3513.4 - Drug and Alcohol Free Schools)
- (cf. 5131.4 - Student Disturbances)
- (cf. 5131.6 - Alcohol and Other Drugs)
- (cf. 5131.7 - Weapons and Dangerous Instruments)
- (cf. 5137 - Positive School Climate)

Gang violence prevention shall start as early as possible and include, but not be limited to, age-appropriate education that focuses on developing emotional and social competence, increasing prosocial peer bonds, strengthening attachment and commitment to school, and enhancing cooperative learning skills. Prevention shall also include improving parent/guardian involvement in and support for their children's academic progress, as well as ongoing gang awareness education for parents/guardians, including gang identifiers.

- (cf. 5020 - Parent Involvement)
- (cf. 6164.2 - Guidance/Counseling Services)

The Superintendent or designee shall take steps to deter gang activity on school campuses, including threats and intimidation of students and staff, recruitment or intimidation of students to join gangs, bullying, fighting, criminal activities, and confrontations between members of different gangs.

- (cf. 5131.2 - Bullying)

The Superintendent or designee shall ensure that school rules of conduct and any school dress code prohibiting gang-related apparel are enforced consistently. If a student exhibits signs of gang affiliation, staff shall so inform the principal or designee and the student's parent/guardian.

- (cf. 5132 - Dress and Grooming)

GANGS

The Superintendent or designee shall provide periodic inservice training which helps staff to identify gangs and gang symbols, recognize early manifestations of disruptive activities, and respond appropriately to gang behavior. Staff shall be informed about conflict management techniques and alerted to intervention measures and community resources. ~~The Superintendent or designee shall also provide staff development on social and emotional learning, classroom management, interactive teaching, and cooperative learning skills.~~

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

~~(cf. 4231 - Staff Development)~~

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

~~The Superintendent or designee may consider gang activity prevention and intervention when developing programs outside of the school day.~~

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

~~(cf. 5148.2 - Preschool/Early Childhood Education)~~

~~(cf. 5148.3 - Before/After School Programs)~~

~~(cf. 6145 - Extracurricular and Cocurricular Activities)~~

~~(cf. 6145.2 - Athletic Competition)~~

~~The Superintendent or designee shall collaborate with child welfare services, mental health agencies, social services, and local law enforcement authorities in the prevention and intervention of gang activity.~~

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

~~The Board realizes that students become involved in gangs for many reasons, such as peer pressure, the need for a sense of belonging, and lack of refusal skills. Age-appropriate gang violence prevention education shall start with students in the early elementary grades and may start in kindergarten.~~

~~To further discourage the influence of gangs, the Superintendent or designee shall ensure that school rules of conduct and any school dress code prohibiting gang-related apparel are enforced consistently. If a student exhibits signs of gang affiliation, staff shall so inform the parent/guardian.~~

~~(cf. 0450—Comprehensive Safety Plan)~~

~~(cf. 5132—Dress and Grooming)~~

~~(cf. 6164.2—Guidance/Counseling Services)~~

GANGS

Legal Reference:

EDUCATION CODE

32282 School safety plans

35183 Gang-related apparel

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

48907 Student exercise of free expression

48950 Student freedom of speech

51264 Educational inservice training; CDE guidelines

51265 Gang violence and drug and alcohol abuse prevention inservice training

51266-51266.5 Model gang and substance abuse prevention curriculum

PENAL CODE

186.22 Participation in criminal street gang

13826-13826.7 Gang violence suppression

UNITED STATES CODE, TITLE 20

7101-7122 Safe and Drug-Free Schools and Communities Act

Management Resources:

~~CDE PUBLICATIONS~~

~~On Alert: Gang Prevention in School and Inservice Guidelines, January 1994~~

~~CSBA PUBLICATIONS~~

~~Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1995~~

LOS ANGELES POLICE DEPARTMENT PUBLICATIONS

Why Young People Join Gangs

NATIONAL GANG CENTER PUBLICATIONS

Strategic Planning Tool

Gangs in Schools, March 2019

Parents' Guide to Gangs, July 2015

WEB SITES

California Cities Gang Prevention Network: <http://www.ccgpn.org>

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

Gang Resistance Education and Training: <http://www.great-online.org/GREAT-Home>

Los Angeles Police Department, Gangs:

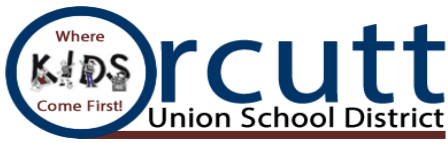
http://www.lapdonline.org/get_informed/content_basic_view/1396

Homeboy Industries: <http://homeboyindustries.org>

National Gang Center: <http://www.nationalgangcenter.gov>

Policy Adopted: ~~10/15/08~~ **11/13/2019**

**ORCUTT UNION SCHOOL DISTRICT
Orcutt, California**



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Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Board Policy 6145.6
INTERNATIONAL EXCHANGE

BACKGROUND: Policy updated to clarify the scope of the policy, separate material pertaining to district students studying in another country and material pertaining to international exchange students studying in district schools, and reflect CSBA Legal Guidance. Policy also addresses student eligibility, information to obtain from the placement organization, and methods that may be used to calculate the total cost of educating an international student for the purpose of determining tuition.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 6145.6.

FUNDING: There are no funding implications.

INTERNATIONAL EXCHANGE

The Board of Trustees recognizes ~~that personal contact~~ **the value of interactions** between students of different countries and cultures **in** promoting global awareness and international understanding **in an increasingly globalized and interconnected world**. To that end, the Board welcomes the enrollment of international exchange students and further encourages district students to take any opportunities that they may have to participate in such programs and study in another country.

With Board approval, a district school may establish a sister-school relationship with a school in another country.

District Students Studying in Another Country

School counselors may provide information regarding international exchange programs and academic counseling to district students who wish to study in a foreign country. Such counseling shall include a review of the student's completed coursework, academic achievement, and personal goals, and shall advise the student regarding requirements that the student must meet during attendance in the foreign school in order to maintain progress toward meeting district graduation requirements.

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6164.2 - Guidance/Counseling Services)

Credit for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.

(cf. 6146.11 - Alternative Credits Toward Graduation)

International Student Exchange Programs

International Exchange Students in District Schools

~~The district shall not incur any financial obligations when sending and/or receiving international exchange students. Program sponsors shall provide assurance of their responsibility for health/accident/liability insurance, the student's home placement, and the resolution of any related personal difficulties which may arise.~~

The Superintendent or designee shall establish district criteria for issuing regular or honorary diplomas to international exchange students. The principal or designee shall refer to these criteria when assisting international exchange students in selecting classes and cocurricular activities based on the student's individual qualifications, needs and interests.

(cf. 5127 - Graduation Ceremonies and Activities)
(cf. 6146.1 - High School Graduation Requirements)

INTERNATIONAL EXCHANGE

(cf. 6146.3 - Reciprocity of Academic Credit)

~~District staff shall provide relevant counseling to district students who wish to study in a foreign country. District credit for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.~~

~~(cf. 6146.11 - Alternative Credits Toward Graduation)~~

Legal Reference:

EDUCATION CODE

35160 Authority of Board of Trustees

35160.1 Broad authority of school districts

35185 Miscellaneous administrative authority

48052 Nonresidents

48204.4 Evidence of residency for school enrollment

51225.5 Honorary diplomas; foreign exchange students

GOVERNMENT CODE

12620-12630 International Student Exchange Visitor Placement Organizations

87100 General prohibition, conflict of interest

CALIFORNIA CODE OF REGULATIONS, TITLE 11

350-384 California Uniform Supervision of International Student Exchange Visitor Placement Organizations

CODE OF FEDERAL REGULATIONS, TITLE 8

214.2 Students in academic high schools

CODE OF FEDERAL REGULATIONS, TITLE 22

62.25 Secondary school students, exchange visitor program

Management Resources:

CSBA PUBLICATIONS

Legal Guidance Regarding International Student Exchange Placement Organizations, 2014

WEB SITES

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

California Office of the Attorney General, ISEPO: <http://oag.ca.gov/exchangestudents>

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

Council on Standards for International Educational Travel: <http://www.csiet.org>

U.S. Department of State, Bureau of Educational and Cultural Affairs:

<http://exchanges.state.gov>

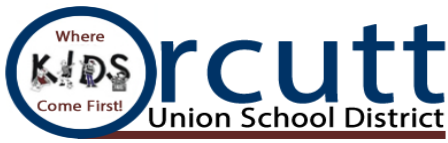
U.S. Department of State, Exchange Visitor Program:

<http://j1visa.state.gov/programs/secondary-school-student>

U.S. Immigration and Customs Enforcement: <http://www.ice.gov>

Policy Adopted: ~~12/13/06~~ 11/13/2019

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



BOARD OF TRUSTEES

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District Superintendent
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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

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

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Board Policy 6174
EDUCATION FOR ENGLISH LANGUAGE LEARNERS

BACKGROUND: Policy updated to reflect new law (AB 2735, 2018) which prohibits districts from denying English learners the opportunity to enroll in core curricular courses or courses needed for middle school promotion, high school graduation, or college admission. Policy also adds requirement to annually designate a district and site coordinator to oversee administration of the English Language Proficiency Assessments for California (ELPAC).

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

FUNDING: There are no funding implications.

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Board of Trustees intends to provide English language learners with challenging curriculum and instruction that maximize the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitate student achievement in the district's regular course of study.

English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas.

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

No middle or high school student who is an English learner shall be denied enrollment in any of the following: (Education Code 60811.8)

1. Courses in the core curriculum areas of reading/language arts, mathematics, science, and history-social science, courses required to meet state and local high school graduation requirements, or courses required for middle school grade promotion

However, an English learner may be denied participation in any such course if the student has been enrolled in a school in the United States for less than 12 months or is enrolled in a program designed to develop the basic English skills of newly arrived immigrant students, and the course of study provided to the student is designed to remedy academic deficits incurred during participation and to enable the student to attain parity of participation in the standard instructional program within a reasonable length of time after the student enters the school system.

2. A full course load of courses specified in item #1 above
3. Other courses that meet the "a-g" course requirements for college admission or are advanced courses such as honors or Advanced Placement courses, on the sole basis of the student's classification as an English learner

- (cf. 0415 - Equity)
- (cf. 6141.4 - International Baccalaureate Program)
- (cf. 6141.5 - Advanced Placement)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

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

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

The Superintendent or designee shall encourage parent/guardian and community involvement in the development and evaluation of programs for English learners.

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

~~English learners shall be provided differentiated English language development instruction targeted to their English proficiency level, integrated across all subject areas, and aligned with state content standards. The district's program shall be based on sound instructional theory, use standards-aligned instructional materials, emphasize inquiry-based learning and critical thinking skills, and provide students with access to the full educational program.~~

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

Staff Qualifications and Training

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

(cf. 4112.22 - Staff Teaching English Language Learners)

The district shall provide effective professional development to teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), administrators, and other school or community-based organization personnel to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners. Such professional development shall be of sufficient intensity and duration to produce a positive and lasting impact on teachers' performance in the classroom. (20 USC 6825)

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Staff development shall also address the sociocultural needs of English learners and

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

provide opportunities for teachers to engage in supportive, collaborative learning communities.

~~To support students' English language development, the Superintendent or designee may provide an adult literacy training program that leads to English fluency for parents/guardians and community members.~~

Identification and Assessment

The Superintendent or designee shall maintain procedures for the early identification of English learners and an assessment of their proficiency ~~and needs in the areas of listening, speaking, reading, and writing in English.~~ **using the state's English Language Proficiency Assessments for California (ELPAC). To oversee test administration, the Superintendent or designee shall annually designate a district ELPAC coordinator and a site coordinator for each test site in accordance with 5 CCR 11518.40-11518.45.**

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

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

(cf. 6162.51 - State Academic Achievement Tests)

Formative assessments may be utilized to analyze student performance and appropriately adapt teaching methodologies and instructions.

(cf. 6162.5 - Student Assessment)

Language Acquisition Programs

The district shall offer research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to students on the state-adopted academic content standards, including the English language development standards. (Education Code 306; 5 CCR 11300)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

At a minimum, the district shall offer a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction shall be provided in English, but with the curriculum and presentation designed for students who are learning English. (Education Code 305-306; 5 CCR 11309)

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

The district's language acquisition programs for grades K-3 shall comply with class size requirements specified in Education Code 42238.02. (Education Code 310)

(cf. 6151 - Class Size)

In establishing the district's language acquisition programs, the Superintendent or designee shall consult with parents/guardians and the community during the LCAP development process. The Superintendent or designee shall also consult with administrators, teachers, and other personnel with appropriate authorizations and experience in establishing a language acquisition program. (Education Code 305)

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the types of language acquisition programs available to students enrolled in the district, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program. (Education Code 310; 5 CCR 11310)

(cf. 5145.6 - Parental Notifications)

Whenever a student is identified as an English learner based on the results of the ELPAC, the student's parents/guardians ~~of English learners~~ may choose a language acquisition program that best suits their child. To the extent possible, any language acquisition program requested by the parents/guardians of 30 or more students at the school or by the parents/guardians of 20 or more students at any grade level shall be offered by the school. (Education Code 310; 5 CCR 11311)

Reclassification

When an English learner is determined pursuant to state and district reclassification criteria to have ~~met the requirements for reclassification as a Reclassified Fluent English Proficient (RFEF) student, the student shall be redesignated and their progress monitored for four years~~

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

~~from their reclassification date~~ acquired a reasonable level of English proficiency pursuant to Education Code 313 and 52164.6, or upon request by the student's parent/guardian, the student shall be transferred from a language acquisition program into an English language mainstream classroom.

Program Evaluation

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

1. Progress of English learners towards proficiency in English
2. The number and percentage of English learners reclassified as fluent English proficient
3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1
4. The achievement of English learners on standards-based tests in core curricular areas
5. For any language acquisition program that includes instruction in a language other than English, student achievement in the non-English language in accordance with 5 CCR 11309
6. Progress toward any other goals for English learners identified in the district's LCAP
7. A comparison of current data with data from at least the previous year in regards to items #1-6 above
8. A comparison of data between the different language acquisition programs offered by the district

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

Legal Reference:

EDUCATION CODE

300-340 English language education, especially:

305-310 Language acquisition programs

313-313.5 Assessment of English proficiency

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33050 State Board of Education waiver authority

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

42238.02-42238.03 Local control funding formula
44253.1-44253.11 Qualifications for teaching English learners
48980 Parental notifications
48985 Notices to parents in language other than English
52052 Numerically significant student subgroups
52060-52077 Local control and accountability plan
52160-52178 Bilingual Bicultural Act
56305 CDE manual on English learners with disabilities
60603 Definition, recently arrived English learner
60640 California Assessment of Student Performance and Progress
60811-60812 Assessment of language development
62005.5 Continuation of advisory committee after program sunsets
CODE OF REGULATIONS, TITLE 5
854.1-854.3 CAASPP and universal tools, designated supports, and accommodations
854.9 CAASPP and unlisted resources for students with disabilities
11300-11316 English Language Learner Education
11517.6-11519.5 English Language Proficiency Assessments for California
UNITED STATES CODE, TITLE 20
1412 Individuals with Disabilities Education Act; state eligibility
1701-1705 Equal Educational Opportunities Act
6311 Title I state plan
6312 Title I Local education agency plans
6801-7014 Title III, Language instruction for English learners and immigrant students
7801 Definitions
CODE OF FEDERAL REGULATIONS, TITLE 34
100.3 Discrimination prohibited
200.16 Assessment of English learners
COURT DECISIONS
Valeria O. v. Davis, (2002) 307 F.3d 1036
California Teachers Association et al. v. State Board of Education et al., (9th Circuit, 2001)
271 F.3d 1141
McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196
Teresa P. et al v. Berkeley Unified School District et al., (1989) 724 F.Supp. 698
ATTORNEY GENERAL OPINIONS
83 Ops.Cal.Atty.Gen. 40 (2000)
Management Resources:
CSBA PUBLICATIONS
English Learners in Focus: The English Learner Roadmap: Providing Direction for English Learner Success, Governance Brief, February 2018
English Learners in Focus, Issue 4: Expanding Bilingual Education in California after Proposition 58, Governance Brief, March 2017

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

English Learners in Focus, Issue 1: Updated Demographic and Achievement Profile of California's English Learners, Governance Brief, rev. September 2016

English Learners in Focus, Issue 3: Ensuring High-Quality Staff for English Learners, Governance Brief, July 2016

English Learners in Focus, Issue 2: The Promise of Two-Way Immersion Programs, Governance Brief, September 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Practitioners' Guide for Educating English Learners with Disabilities, 2019

California English Learner Roadmap: Strengthening Comprehensive Educational Policies, Programs and Practices for English Learners, 2018

Matrix One: Universal Tools, Designated Supports, and Accommodations for the California Assessment of Student Performance and Progress for 2017-18, rev. August 2017

Reclassification Guidance for 2017-18, CDE Correspondence, April 28, 2017

Integrating the CA ELD Standards into K-12 Mathematics and Science Teaching and Learning, December 2015

Next Generation Science Standards for California Public Schools, Kindergarten through Grade Twelve, rev. March 2015

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

Common Core State Standards for Mathematics, rev. 2013

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

THE EDUCATION TRUST- WEST PUBLICATIONS

Unlocking Learning II: Math as a Lever for English Learner Equity, March 2018

Unlocking Learning: Science as a Lever for English Learner Equity, January 2017

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Accountability for English Learners Under the ESEA, Non-Regulatory Guidance, January 2017

Innovative Solutions for Including Recently Arrived English Learners in State Accountability Systems: A Guide for States, January 2017

English Learner Tool Kit for State and Local Educational Agencies (SEAs and LEAs), rev. November 2016

English Learners and Title III of the Elementary and Secondary Education Act (ESEA), as Amended by every Student Succeeds Act (ESSA), Non-Regulatory Guidance, September 23, 2016

Dear Colleague Letter: English Learner Students and Limited English Proficient Parents, January 7, 2015

WEB SITES

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

California Association for Bilingual Education: <http://www.gocabe.org>

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

National Clearinghouse for English Language Acquisition: <http://www.ncela.us>

Instruction

BP 6174(h)

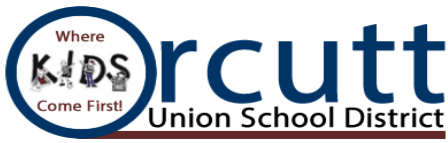
EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Education Trust-West: <http://west.edtrust.org>

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

Policy Adopted: ~~08/08/2018~~ **11/13/2019**

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



BOARD OF TRUSTEES

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Assistant Superintendent
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Assistant Superintendent
KIRBY FELL
Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow, Superintendent

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

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Board Policy 6179
SUPPLEMENTAL INSTRUCTION

BACKGROUND: Policy updated to reflect current law requiring the provision of remedial instruction to students who are recommended for retention or are identified as being at risk for retention. Policy also deletes reference to federal Title I program improvement which is no longer operational, and clarifies that schools identified for comprehensive or targeted school improvement may, but are not required to, offer supplemental instruction.

RECOMMENDATION: It is recommended that the Board of Trustees approve the proposed revision of BP 6179.

FUNDING: There are no funding implications.

SUPPLEMENTAL INSTRUCTION

The Board of Trustees recognizes that high-quality supplemental instructional programs can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills. The district shall offer programs of direct, systematic, and intensive supplemental instruction to meet student needs. Supplemental instruction shall be offered in accordance with law and may be used to assist the district in meeting its goals for student achievement.

- (cf. 0460 - Local Control and Accountability Plan)
- (cf. 5113.1 – Chronic Absence and Truancy)
- (cf. 5147 - Dropout Prevention)
- (cf. 6011 - Academic Standards)
- (cf. 6146.1 - High School Graduation Requirements)
- (cf. 6146.5 - Elementary/Middle School Graduation Requirements)
- (cf. 6164.5 - Student Success Teams)

Supplemental instructional programs may be offered outside the regular school day. Such programs may be offered during the summer, before school, after school, on Saturday, and/or during intersessions. When supplemental instruction is offered during the regular school day, it shall not supplant the student's instruction in the core curriculum areas or physical education.

- (cf. 5148.2 - Before/After School Programs)
- (cf. 6111 - School Calendar)
- (cf. 6112 - School Day)
- (cf. 6142.7 - Physical Education and Activity)
- (cf. 6176 - Weekend/Saturday Classes)
- (cf. 6177 - Summer School Learning Programs)

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

When determined to be necessary by the principal or designee **and when written parent/guardian consent is obtained for the student's participation**, a student may be required to participate in supplemental instruction outside the regular school day. ~~In such cases, written parent/guardian consent shall be obtained for the student's participation.~~

Supplemental instruction shall be offered to **students who are recommended for retention, or are identified as being at risk for retention, at their current grade level.** (Education Code 48070.5).

- (cf. 5121 - Grades/Evaluation of Student Achievement)
- (cf. 5123 - Promotion/Acceleration/Retention)
- (cf. 6162.51 - State Academic Achievement Tests)

SUPPLEMENTAL INSTRUCTION

In addition, supplemental instruction may be offered to:

Students who demonstrate academic deficiencies that may jeopardize their attainment of academic standards

(cf. 6142.6 - Visual and Performing Arts Education)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6142.93 - Science Instruction)

(cf. 6142.94 - History-Social Science Instruction)

High school students who need support to successfully complete courses required for graduation

~~1. Students in grades 2-9 who have been retained or recommended for retention at their current grade level (Education Code 37252.2, 48070.5)~~

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

~~2. Eligible students from low income families whenever the district or a district school receiving federal Title I funds has been identified by the California Department of Education for program improvement for two or more consecutive years (20 USC 6316)~~

~~(cf. 0520.2 - Title I Program Improvement Schools)~~

~~(cf. 0520.3 - Title I Program Improvement Districts)~~

Legal Reference:

EDUCATION CODE

37200-37202 School calendar

37223 Weekend classes

42238.01-42238.5 Local control funding formula

46100 Length of school day

48070-48070.6 Promotion and retention

48200 Compulsory education

48985 Translation of notices

51210-51212 Courses of study, elementary schools

51220-51228 Courses of study, secondary schools

52060-52077 Local control and accountability plan

60603 Definitions, core curriculum areas

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATIONS, TITLE 5

11470-11472 Summer school

UNITED STATES CODE, TITLE 20

6311 State plan

Instruction

BP 6179(c)

SUPPLEMENTAL INSTRUCTION

Management Resources:

WEB SITES

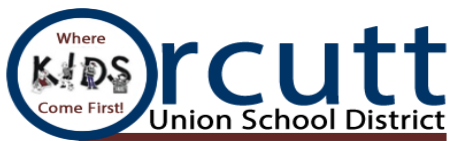
CSBA: <http://www.csba.org>

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

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

Regulation Approved: ~~05/11/2016~~ 11/13/2019

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California



BOARD OF TRUSTEES

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Chief Technology Officer

Where a Dedicated Staff Means
KIDS COME FIRST

TO: Dr. Deborah Blow

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

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Full-Day Kindergarten Resolution No. 6

BACKGROUND: In order to build a strong foundation for learning for all kindergarten students in the Orcutt Union School District, staff recommends providing a full-day kindergarten program.

Full-day kindergarten is helpful in decreasing the achievement gap for students from low-income families because every extra hour of schooling in the early years builds a foundation, decreases the achievement gap and prepares them for learning in the first grade.

In accordance with AB 1808, the State Allocation Board shall award grants to school districts that need facilities to provide full-day kindergarten as required for eligibility pursuant to Sections 17071.25 and 17072.10 of the Education Code or that lack facilities that satisfy the design requirements required for new kindergarten classrooms as specified in paragraph (2) of subdivision (j) of Section 14030 of Title 5 of the California Code of Regulations

To be eligible for funding available pursuant to Education Code section 17375 from Full-Day Kindergarten Facilities Grant Program, a school district is required to (1) have a school board resolution providing approval to provide full-day kindergarten instruction at the project school site or will have approval to provide full-day kindergarten instruction at the completion of the project; and (2) the school district lacks the facilities to provide full-day kindergarten instruction at the project school site.

RECOMMENDATION: Staff recommends the Board of Trustees adopt the Full-Day Kindergarten, Resolution No. 6, as submitted.

FUNDING: Possible State Funding to be determined

**ORCUTT UNION SCHOOL DISTRICT
Orcutt, California**

RESOLUTION NO. 6

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ORCUTT UNION SCHOOL DISTRICT
TO PROVIDE FULL-DAY KINDERGARTEN AT DISTRICT ELEMENTARY SCHOOLS**

WHEREAS, an adequately funded and well-developed public education program provides numerous benefits and advantages to all of the residents of the community; and

WHEREAS, research indicates that children benefit more, both academically and socially, from participation in full-day kindergarten programs than from participation in half-day programs by providing a relaxed, unhurried school day with more time to learn core academic subjects and for a variety of experiences, greater opportunity for screening and assessment to detect and deal with potential learning problems, and more occasions for good quality interaction between adults and students; and

WHEREAS, full-day kindergarten is helpful in decreasing the achievement gap for students from low-income families because every extra hour of schooling in the early years builds a foundation, decreases the achievement gap, and prepares them for learning in the first grade and beyond; and

WHEREAS, during the 2018-19 fiscal year, the sum of one hundred million dollars (\$100,000,000) was appropriated from the General Fund to the State Allocation Board to provide one-time grants to school districts to construct new school facilities or retrofit existing school facilities for the purpose of providing full-day kindergarten classrooms pursuant to Education Code Section 8973 ("Full-Day Kindergarten Facilities Grant Program"). For the 2019-2020 fiscal year, the sum of three hundred million dollars (\$300,000,000) was appropriated from the General Fund to the State Allocation Board to provide one time grants pursuant to Education Code section 17375; and

WHEREAS, Pursuant to Education Code section 17375, of the moneys allocated to a school district from the appropriation made pursuant to this paragraph, savings and interest achieved upon full completion of an approved project, and as a result of a school district's efficient and prudent expenditure of the moneys allocated, may be used for professional development or instructional materials to build capacity for the implementation of a full-day kindergarten program, or high priority capital outlay purposes identified by the school district and in accordance with subdivision (f) of section 17375, associated regulations, and any accompanying grant agreement; and

WHEREAS, in accordance with AB 1808, the State Allocation Board shall award grants to school districts that need facilities to provide full-day kindergarten as required for eligibility pursuant to Sections 17071.25 and 17072.10 of the Education Code or that lack facilities that satisfy the design requirements required for new kindergarten classrooms as specified in paragraph (2) of subdivision (h) of Section 14030 of Title 5 of the California Code of Regulations; and

WHEREAS, to be eligible for funding available pursuant to Education Code section 17375 from the Full-Day Kindergarten Facilities Grant Program, a school district is required to (1) have a school board resolution providing approval to provide full-day kindergarten instruction at the project school site or will have approval to provide full-day kindergarten

instruction at the completion of the project; and (2) the school district lacks the facilities to provide full-day kindergarten instruction at the project school site; and

WHEREAS, the Orcutt Union School District intends to implement full-day Kindergarten at all District elementary schools in order to realize the educational benefits described above; and

WHEREAS, the Orcutt Union School District wishes to apply for funding from the Full-Day Kindergarten Facilities Grant Program.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Governing Board of the Orcutt Union School District approves providing full-day kindergarten instruction at the following project school sites or will have approval to provide full-day kindergarten instruction at the completion of the projects as follows:

- Alice Shaw Elementary School
- Joe Nightingale Elementary School
- Olga Reed Elementary School
- Patterson Road Elementary School
- Pine Grove Elementary School
- Ralph Dunlap Elementary School

Section 2. The District Superintendent, President of the Board, or their designees are hereby authorized to execute any other document and to perform all acts necessary to provide full-day kindergarten instruction and to take any action which is necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

Section 3. The Governing Board directs the Superintendent to establish an advisory Task Force to plan for the implementation of District-wide full-day kindergarten. The Task Force will be coordinated and led by the Assistant Superintendent of Educational Services and should have representation from parents, kindergarten teachers, other general education classroom teachers, special education teacher and service provider, a Teacher on Special Assignment, and District administrators from the elementary school site level and the District level.

ADOPTED, SIGNED and APPROVED by the Board of Trustees of the Orcutt Union School District on the ____ day of _____, 2019, by the following vote:

AYES:
NOES:
ABSTENTIONS:

Lisa Morinini
President of the Board of Trustees
Orcutt Union School District

Attested to:

Liz Phillips
Clerk of the Board of Trustees of the
Orcutt Union School District



Where a Dedicated Staff Means
KIDS COME FIRST

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KIRBY FELL
Chief Technology Officer

TO: Board of Trustees
Dr. Blow, Superintendent

FROM: Susan Salucci
Assistant Superintendent, Human Resources

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: 2020-2021 School Calendar

BACKGROUND: Through the negotiations process, agreement has been reached for the 2020-21 calendar. This MOU and calendar reflect holiday breaks that correspond with our neighboring districts to meet the needs of our families.

RECOMMENDATION: It is recommended that the Board of Trustees adopt the 2020-2021 calendar as submitted.

FUNDING: Not applicable

2020-2021
Calendar
Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
BETWEEN
ORCUTT UNION SCHOOL DISTRICT
AND
ORCUTT EDUCATORS ASSOCIATION

The Orcutt Union School District ("District") and the Orcutt Educators Association ("Association") enter into this Memorandum of Understanding ("MOU") regarding the 2020-2021 Calendar.

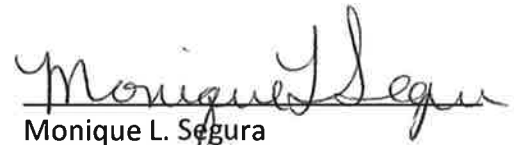
1. For the 2020-2021 Calendar the Parties agree to the following *(see attached calendar)*
 - A. Convocation (the first day to report for most certificated employees) shall be August 10, 2020
 - B. August 11, 2020 shall be a teacher work day
 - C. Either the Sept. 8 or March 8 PD day shall become a student contact day and June 7, 2021 shall become a PD day
 - D. April 2, 2021 shall be a minimum day, and bargaining unit members shall be released at the end of the student day

The District and OEA also agree to meet and negotiate over the 2021-2022 calendar and make all reasonable efforts to agree upon a calendar prior to the October 2020 Board meeting



Dr. Deborah Blow
For the Orcutt Union School District

Date: 09-20-19



Monique L. Segura
For the Orcutt Educators Association

Date: 9-20-19



| August 2020 (15) | | | | | | | September 2020 (20) | | | | | | | October 2020 (22) | | | | | | | November 2020 (14) | | | | | | |
|------------------|----|----|----|----|----|----|---------------------|----|----|----|----|----|----|-------------------|----|----|----|----|----|----|--------------------|----|----|----|--|----|----|
| Su | M | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa |
| | | | | | | 1 | | | 1 | 2 | 3 | 4 | 5 | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8/7 - New Teachers Begin | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | 8/10- Convocation | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | 8/11 - Work Day | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | 8/12 - First Day of School for all grades | | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | Minimum Days | | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 8/11, 9/28-10/2/20; 3/10- 3/12/21, 4/2 6/10/21 | | |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | Minimum Parent Conferences | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | | | | 9/28 - 10/02/20; 3/10 - 3/12/21 | | |
| 30 | 31 | | | | | | | | | | | | | | | | | | | | | | | | 11/06 (First), 03/05/21 (Second) | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | 6/4/21 - LAST DAY OF SCHOOL | | |

| December 2020 (14) | | | | | | | January 2021 (14) | | | | | | | February 2021 (18) | | | | | | | March 2021 (22) | | | | | | | | | |
|--------------------|----|----|----|----|----|----|-------------------|----|----|----|----|----|----|--------------------|----|----|----|----|----|----|-----------------|----|----|----|----|----|----|--|---|------------------------|
| Su | M | Tu | W | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa | | | |
| | | 1 | 2 | 3 | 4 | 5 | | | | | | 1 | 2 | | | 1 | 2 | 3 | 4 | 5 | 6 | | | 1 | 2 | 3 | 4 | 5 | 6 | 8/7 New Teachers Begin |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/10 Convocation | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/11 Work Day and 7th graders only shortened day | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/12 First Day of School for all grades (Minimum day) | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | Mid Quarter Conferences | | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 09/17 (Shortened day), 11/19 (full day) | | |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 02/25/21 (full day) | | |
| 27 | 28 | 29 | 30 | 31 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | 29 | 30 | 31 | | | | 28 | 29 | 30 | 31 | | | | Minimum Days | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | 9/18, 10/23 (end of 1st qtr.); 11/20, 1/29/21 (end of 2nd qtr.); 2/26, 4/2 (end of 3rd qtr.); 5/28/21 (School-wide collaboration) 6/7, 6/8, 6/9 End of 4th Qtr.) | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | 6/3/2021 - LAST DAY OF SCHOOL 7th GR. 6/4/2021 8th GR. | | |

| April 2021 (17) | | | | | | | May 2021 (20) | | | | | | | June 2021 (4) | | | | | | | July 2021 | | | | | | | | | |
|-----------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|---------------------------|------------------|------------------------|
| Su | M | Tu | W | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa | Su | Mo | Tu | W | Th | Fr | Sa | | | |
| | | | | 1 | 2 | 3 | | | | | | | 1 | | | 1 | 2 | 3 | 4 | 5 | | | | | | | 1 | 2 | 3 | 8/7 New Teachers Begin |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/10 Convocation | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/11 Workday | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Minimum Days | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 8/12 First Day of School | | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 8/21 Grade Prep | | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 9/25 Grade Prep | | |
| 25 | 26 | 27 | 28 | 29 | 30 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 12/18 End of 1st Semester | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | 2/24 Grade Prep | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | 4/2 Grade Prep | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | 5/28-6/2 Finals | | |

Holidays 2019

September 7, 2020 - Labor Day
 November 11, 2020 - Veteran's Day
 November 23 - 27, 2020 - Thanksgiving Break
 December 21 - Jan. 8, 2021 Winter Break

September 7, 2020 - Labor Day
 November 11, 2020 - Veteran's Day
 November 23 - 27, 2020 - Thanksgiving Break
 December 21 - Jan. 8, 2021 Winter Break
 January 18, 2021 - Martin Luther King
 February 8, 2021 - Lincoln's Birthday
 February 15, 2021 - President's Day
 April 5-9, 2021 - Spring Break
 May 31, 2021 - Memorial Day

Legend

- = New Teachers in Service
- = First and Last Day of school
- = Odd Block Days for Orcutt Academy High School
- = Even Block Days for Orcutt Academy High School
- = Non-Block Days for Orcutt Academy High School
- = Staff Development Days (no school)
- = Holiday

ORCUTT ACADEMY HIGH SCHOOL

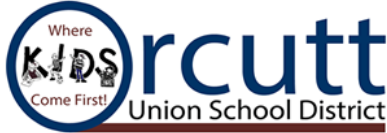
8/7 New Teachers Begin
 8/10 Convocation
 8/11 Workday

Minimum Days

8/12 First Day of School
 8/21 Grade Prep
 9/25 Grade Prep
 12/18-12/17 Finals
 End of 1st Semester
 2/24 Grade Prep
 4/2 Grade Prep
 5/28-6/2 Finals

Parent Teacher Conferences

9/24, 2/26
 Progress Reports
 9/18, 10/30, 2/19, 4/15
6/4/2021 - GRADUATION
 Board Approved 10/9/19



TECHNOLOGY SERVICES MEMORANDUM

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

FROM: Kirby Fell
Chief Technology Officer

BOARD MEETING DATE: October 9, 2019

BOARD AGENDA ITEM: Educational Technology Academy Purchases

BACKGROUND: Each year we invite teachers to apply to participate in our Educational Technology academies. The selection process has been completed for the 2019-20 school year and the academies are off to a great start. A breakdown of participants by academy is listed below.

- Chromebook Academy: 3 teachers
- Digital Media Academy: 8 teachers
- iPad Academy: 12 teachers
- New STEAM Leader Academy: 4 teachers

The following items need to be purchased to provide adequate technology for this year's participants.

| | |
|--|--------------|
| Apple iPads, cases and Macs | \$80,203.23 |
| Vizio Projection Systems | \$23,222.17 |
| Educational Apps for iPads/Chromebooks | \$6,000.00 |
| TOTAL | \$109,425.40 |

RECOMMENDATION: Staff recommends approval of additional equipment and services to expand and support the district's Educational Technology academies.

FUNDING: One-Time Money from Fund 01 (General Fund) and Fund 09 (Charter Fund)