

ORCUTT UNION SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
Wednesday, September 08, 2021  
Closed Session – 6:00 P.M.  
Public Session – 6:30 P.M.  
District Office Board Room  
500 Dyer Street, Orcutt, CA 93455

\*By Order of the Santa Barbara County Public Health Department and the California Department of Public Health K-12 Guidance, Attendees are Required to Wear a Face Covering\*

**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. Those wishing to speak about items during Closed Session are reminded to fill out a *Request for Public Comment Form*, which can be obtained from Julie Payne and submitted prior to the time the presiding officer calls for Closed Session Public Comment. Requests to speak can also be emailed to Julie Payne at [jpayne@orcutt-schools.net](mailto:jpayne@orcutt-schools.net) and state that you want to make a public comment. Please indicate what agenda item you would like to speak about.

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.

**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).
3. Conference with labor negotiator Dr. Holly Edds, 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) (5).

**RECONVENE TO PUBLIC SESSION** 6:30 P.M.

B. Public Report on Action Taken in Closed Session

C. Adoption of September 8, 2021 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*, which can be obtained from Julie Payne and submitted prior to the time the presiding officer calls for Public Comment. Requests to speak can also be emailed to Julie Payne at [jpayne@orcutt-schools.net](mailto:jpayne@orcutt-schools.net) and state

that you want to make a public comment. Please indicate what agenda item you would like to speak about. An item not on the agenda must be addressed during the Public Comment segment of the agenda.

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.

### **ITEMS SCHEDULED FOR INFORMATION/DISCUSSION**

- 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. Update on the start of the school year
  - 4. Human Resources Update
- E. Items for the Board
- F. Public Comment  
As previously announced, speakers are allowed a maximum of three (3) minutes to address the Board. The Board will limit any response to public comments to brief statements, referral to staff, or referral to a future board meeting.
- G. Written Communication  
Documents addressed to or by board members as communications during a Board of Education meeting are defined as letters from parents or community members regarding issues within the jurisdiction of authority of the Board of Education; information or reports from professional organizations, i.e., CSBA, SBCSBA, etc.; letters or reports from other public agencies; letters or reports from legislators; or letters or reports from district schools or staff.

### **CONSENT AGENDA ITEMS**

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

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Hiring of Coaches at OUSD
- D. Hiring of Coaches at Orcutt Academy Charter High School
- E. Approval of Warrants
- F. Minutes, Board Meeting, August 11, 2021
- G. Board Bylaw 9121, President, for the Second Reading
- H. Orcutt Jr. High School Administration Building: Change Order #003
- I. Joe Nightingale Administration Building: Change Order #002
- J. COVID-19 Testing Services Agreement with Walker Medical Wellness Group

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

Moved \_\_\_\_\_

Second \_\_\_\_\_

Vote \_\_\_\_\_

**ITEMS SCHEDULED FOR ACTION**

**PUBLIC HEARING – POTENTIAL COMPOSITION OF TRUSTEE AREAS**

This is the Public’s opportunity to comment on the potential Composition of Trustee Areas.

Second public hearing regarding potential composition of trustee areas prior to drawing of maps, pursuant to California Elections Code section 10010, subdivision (a)(1).

The District’s Board of Education is currently elected under an “at-large” election system where trustees are elected by voters of the entire District. Trustees are elected in even-numbered years and serve staggered, four-year terms. On May 9, 2018, the Board adopted Resolution No. 23, “Intent to Initiate Transition from At-Large Elections to By-Trustee Area Elections” to be effective for the 2022 election using 2020 Census data. On August 11, 2021, the Board held the first of two pre-map hearings to gather public input on the development of maps. In this hearing, the public has an opportunity to provide input. In addition, the Board has an opportunity to provide input to the demographer.

The Board and the public heard from their demographer and legal counsel on August 11, 2021 about the California Voting Rights Act and will now hold a statutorily required hearing to receive input on the map creation process.

**A. GENERAL**

**Acceptance of Gifts**

1. Elks Traveleers

It is recommended that the Board of Trustees accept 26 student backpacks filled with school supplies for students at Olga Reed, Alice Shaw, Joe Nightingale, and Ralph Dunlap from the Elks Traveleers, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

2. Kiwanis of Orcutt

It is recommended that the Board of Trustees accept a \$500 donation to Joe Nightingale for school needs from the Kiwanis of Orcutt, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. Frontier Technology

It is recommended that the Board of Trustees accept a \$1,500 donation to Joe Nightingale for a staff refrigerator from Frontier Technology, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**B. BUSINESS SERVICES**

**PUBLIC HEARING – AB1200 PUBLIC DISCLOSURE**

The public is invited to address the Board and present comments regarding the AB1200 Public Disclosure of Memorandum of Understanding between Orcutt Union School District and Orcutt Educators Association

**INFORMATION ONLY**

- 1. Presentation on Unaudited Actuals Report

**Action Items**

1. Resolution No. 3 GANN Limit Adoption

It is recommended that the Board of Trustees adopt 2021/2022 Resolution No. 3, GANN Limit Adoption, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

2. Resolution No. 4 Commit and Uncommit the General Fund Balance

It is recommended that the Board of Trustees adopt Resolution No. 4 Commit and Uncommit the General Fund Balance, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. District and Charter 2020/2021 Unaudited Actuals

It is recommended that the Board of Trustees approve and certify the District and Charter 2020-2021 Unaudited Actuals Report, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

4. AB 1200 Public Disclosure of Proposed Collective Bargaining Agreement between Orcutt Union School District and Orcutt Educators Association

It is recommended that the Board of Trustees approve the AB1200 Public Disclosure of Proposed Collective Bargaining Agreement between Orcutt Union School District and Orcutt Educators Association, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

5. Notice of Completion of the Technology and Innovation Project

It is recommended that the Board of Trustees ratify the Notice of Completion for the Technology and Innovation Project, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

6. Consideration of Name for New District Office Building Housing Technology and Enrollment Departments

It is recommended that the Board of Trustees designate the name for Building L, the new District Office Building, as \_\_\_\_\_, and waive Board Policy 7310, Naming of Facility.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

7. Approval of Professional Services with Cannon to Perform Topographical Survey at Lakeview Jr. High School

It is recommended that the Board of Trustees approve the Professional Services with Cannon to Perform Topographical Survey at Lakeview Jr. High School, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

8. Approval of Professional Services with Cannon to Perform Topographical Survey at Olga Reed Elementary School

It is recommended that the Board of Trustees approve the Professional Services with Cannon to Perform Topographical Survey at Olga Reed Elementary School, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

9. Board Policy 3230 Federal Grant Funds

It is recommended that the Board of Trustees approve the new Board Policy 3230 Federal Grant Funds for the first reading and that it be placed on the next Consent Agenda for the second reading.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**C. EDUCATIONAL SERVICES**

**PUBLIC HEARING – INSTRUCTIONAL MATERIALS/TEXTBOOK SUFFICIENCY**

This is the Public’s opportunity to comment on Instructional Materials/Textbook Sufficiency

**Action Items**

1. 2021-2022 Resolution No. 5 Sufficiency of Instructional Materials

It is recommended that the Board of Trustees adopt 2021/2022 Resolution No. 5, Sufficiency of Instructional Materials, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

2. Disposal of Obsolete Textbooks and Library Books

It is recommended that the Board of Trustees approve the immediate disposal of library books and Instructional materials that fall in the described categories in accordance with district policy, as submitted

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. Revisions in the Orcutt Academy Charter Document

It is recommended that the Board of Trustees approve the Revisions in the Orcutt Academy Charter Document, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

4. Establishment of a New District School: Orcutt School for Independent Study

It is recommended that the Board of Trustees approve the establishment of the Orcutt School for Independent Study as a new district school providing Independent Study options for Orcutt Union School District students and families, as submitted.

Moved \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, October 13, 2021, 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.

**ADJOURN TO CLOSED SESSION (If Needed)**

A. Public Report on Action Taken in Closed Session

**ADJOURN**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (805) 938-8907. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting. All documents related to the open session agenda are available for review 72 hours prior to the meeting at the Orcutt Union School District Office, 500 Dyer Street, Orcutt, CA.*



## Orcutt Union School District

### Classified Personnel Action Report

Sept. 8, 2021

TO: Holly Edds, Ed.D.

FROM: Susan Salucci, Assistant Superintendent/Human Resources

RE: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Ando, Ivy	Orcutt Academy HS	Instructional Assistant, 1	12/4	3.5	\$18.07 per hr.	08/08/2021	Resignation
Benavidez, Rebecca	Patterson	Child Nutrition Cook	10/6	6.0	\$18.97 per hr.	08/13/2021	Increase in hours
Bernardo, Mary Jane	Pine Grove	Child Nutrition Worker	7/2	2.0	\$14.49 per hr.	08/24/2021	Permanent/Probationary
Berry, Lee	Dunlap	Custodian, Head	18/6	8.0	\$150.00 per mo.	10/01/2021	Longevity – 15 years
Bischoff, Terri	Pine Grove	Child Nutrition Cook	10/6	6.0	\$18.97 per hr.	08/13/2021	Increase in hours
Bower, Sheila	Olga Reed/Orcutt Academy K-8	Driver	15/6	1.0	\$21.45 per hr.	08/13/2021	Additional assignment
Cervantes, Ashley	Orcutt Academy HS	Student Worker			\$14.00 per hr.	08/12/2021	Student worker
Cervantes, Sujelli	Orcutt Academy HS	Student Worker			\$14.00 per hr.	08/12/2021	Student worker
Cortez, Nazaria	Lakeview JH	Child Nutrition Worker	7/1	3.0	\$14.00 per hr.	08/12/2021	Resignation
Cupp, Bret	Maintenance, Operations & Transportation	Operations Supervisor	I	8.0	\$65,324 per yr.	08/16/2021	Promotion
Cupp, Bret	Maintenance, Operations & Transportation	Operations Supervisor	I	8.0	\$7,400 per yr.	08/16/2021	Longevity
Cupp, Bret	Maintenance Operations & Transportation	Operations Supervisor	I	8.0	\$50.00 per mo.	08/16/2021	Management phone stipend
Galvez, Brenda	Olga Reed	Community Liaison	14/6	6.0	\$125.00 per mo.	10/01/2021	Longevity – 10 years
Garcia, Claudia	Early Learning Center	Instructional Assistant, Preschool	11/6	3.75	\$150.00 per mo.	10/01/2021	Longevity – 15 years
Heisler, Brittany	Pine Grove	Instructional Assistant, 1	12/1	3.5	2.5% of salary	08/11/2021	Special Needs Stipend



## Orcutt Union School District

### Classified Personnel Action Report

Sept. 8, 2021

TO: Holly Edds, Ed.D.

FROM: Susan Salucci, Assistant Superintendent/Human Resources

RE: Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Hendricks, Kasi	Nightingale	Instructional Assistant	8/4	3.75	\$16.38 per hr.	08/23/2021	Promotion
Hernandez, Belinda	Orcutt Academy HS	Student Worker			\$14.00 per hr.	08/12/2021	Student worker
Inboden, Tricia	Nightingale	Child Nutrition Worker	7/6	2.0	\$17.61 per hr.	08/13/2021	Additional position
Lara, Charlene	Patterson Campus Connection	Child Care Coordinator	16/6	3.75	\$21.99 per hr.	08/11/2021	Promotion
Martinez, Isabel	Nightingale	Instructional Assistant, 1	12/6	6.0	\$19.93 per hr.	08/25/2021	Permanent/Probationary
Mathis, Chelsea	Pine Grove	Instructional Assistant, Kindergarten	8/3	3.75	\$15.59 per hr.	08/11/2021	Promotion
Metzler, Ruth	Transportation	Driver	15/3	1.0	\$18.53 per hr.	08/04/2021	Resignation
Milo, Kathy	Lakeview JH	Media Specialist, Substitute	15/1	24 per wk.	\$16.81 per hr.	08/23/2021	Substitute
Montoya, Natalie	District	Office Manager, Substitute	21/6		\$24.89	08/01/2021	Retired substitute
Oropeza, Savannah	Patterson Campus Connection	Child Care Assistant	7/1	3.75	\$14.00 per hr.	08/26/2021	Permanent/Probationary
Paige, Jennifer	Orcutt JH	Media Specialist	15/2	24 hrs. per wk.	\$17.66 per hr.	09/03/2021	Resignation
Ramos, Emily	Transportation	Bus Attendant	11/4	1.2	\$17.64 per hr.	08/10/2021	Resignation from permanent position (remain a sub)
Rowe, Summer	Nightingale/Orcutt Academy HS	Child Nutrition Cook	10/6	6.0	\$18.97 per hr.	08/23/2021	Increase in hours
Stowe, Haley	Orcutt Academy K-8	Instructional Assistant	8/2	3.75	\$14.86 per hr.	08/23/2021	Permanent/Probationary
Tosches, Marc	Orcutt Academy HS	Instructional Assistant, 1	12/6	3.5	\$19.93 per hr.	08/16/2021	Reinstate
Woo, Kristen	Orcutt Academy HS	Child Nutrition Cook	10/6	6.0	\$18.97 per hr.	08/13/2021	Increase in hours





**Orcutt Union School District**  
 Classified Personnel Action Report  
 Sept. 8, 2021

**TO:** Holly Edds, Ed.D.  
**FROM:** Susan Salucci, Assistant Superintendent/Human Resources  
**RE:** Recommendations for Board Approval

Name	Site/Dept.	Classification	Step/ Range	Hours	Rate of Pay	Effective	Action/Information
Wyers, Patricia	Pine Grove Campus Connection	Child Care Assistant	7/6	3.75	\$150.00 per mo.	10/01/2021	Longevity – 15 years
Zepeda, Stephany	Lakeview JH	Instructional Assistant, 1	12/6	6.0	\$150.00 per mo.	10/01/2021	Longevity – 15 years



# Orcutt Union School District

## Certificated Personnel Action Report

September 8, 2021

TO: Dr. Holly Edds, Superintendent

FROM: Susan Salucci, Assistant Superintendent / Human Resources

RE: Recommendations for Board Approval and Ratification

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Adler, Katherine	Patterson Road	Stipend	\$956	2021-22	Yearbook Advisor
Alter, Sara	Ralph Dunlap	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Baldwin, Beth	Lakeview JHS	Extra Duty	\$1,200	2021-22	Lead Teacher, PE
Barr, James	Orcutt Academy HS	Stipend	\$1,400	2021-22	Track Coach
Barr, Tiffany	Patterson Road	Stipend	\$1,200	2021-22	Lead Teacher, 1 <sup>st</sup> Grade
Barragan, De Anna	Orcutt Academy I/S	Hourly	\$33	2021-22	Support Teacher, 30 hrs wk
Batchelor, Melanie	Patterson Road	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Birdsall, Swapna	Alice Shaw	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Black, Darrell	Orcutt Academy HS	Stipend	\$1,400	2021-22	Girls Varsity Softball Coach
Black, Helene	Orcutt Academy HS	Stipend	\$800	2021-22	Girls Varsity Softball Assistant
Blanchard, Kim	Joe Nightingale	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Bluem, Kristy	Patterson Road	I-3	\$48,744	2021-22	Years of Service Verified
Bode, Leigh	Orcutt Academy HS	V-7	\$67,673*	2021-22	Submitted units for movement 80% Contract
Bormes, Lori	Ralph Dunlap	Hourly	\$28	2021-22	Art Enrichment, 17 hrs wk
Bornhoft, Kristin	Orcutt Academy HS	Stipend	\$1,200	2021-22	Lead Teacher, Science
Brady, Laura	Lakeview JHS	III-3	\$54,055*	2021-22	Temporary, 20% Contract
Brickey, Aprille	Ralph Dunlap	Hourly	\$28	2021-22	Intervention (ELO), 24 hrs wk

\*To be prorated

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Britt, Bobby	Orcutt Academy HS	Stipend	\$1,400*	2021-22	Girls Varsity Soccer, Shared
Brown, Lindsay	Joe Nightingale	Extra Duty	\$40/hr	9/20/20	Move Classroom, 6 hrs
Buchanan, Sarah	Pine Grove	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Byrne, Jennifer	Olga Reed	Extra Duty	\$1,500	2021-22	Combo Class
Cabanting, Albert	Lakeview JHS	Stipend	\$1,026	2021-22	Track Coach
Cantrell, Andrea	Ralph Dunlap	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Carter, Krista	Lakeview JHS	Extra Duty	\$1,200	2021-22	Lead Teacher, Electives
Caruana, Hannah	Joe Nightingale	Extra Duty	\$1,500	2021-22	Combo Class
Cedillo, Monica	Orcutt Academy HS	Stipend Extra Duty	\$1,200 \$40/hr	2021-22 7/30/21	Lead Teacher, Counseling Master Schedule, 1.5 hrs
Clayton, Michelle	Orcutt Academy K-8	Extra Duty	\$1,500	2021-22	Combo Class
Cleveland, Paul	Lakeview JHS	Stipend Extra Duty	\$956 \$40/hr	2021-22	Yearbook Advisor Sysop, 50 hrs max
Coburn, Josie	District	Stipend	\$1,161	2021-22	District Band Director
Cole, Cristy	Orcutt Academy K-8	Extra Duty	\$1,500	2021-22	Combo Class
Collison, Deirdre	Alice Shaw	Extra Duty	\$1,500	2021-22	Combo Class
Culbara, Graham	Orcutt Academy HS	Stipend	\$2,000	2021-22	ASB Advisor
Culbara, Sydney	Orcutt Academy HS	Extra Duty	\$1,500	2021-22	Combo Class
Cutler, Elizabeth	Lakeview JHS	Stipend	\$1,500 \$1,366 \$1,200	2021-22	Teacher in Charge ASB Advisor Lead Teacher, History
Daniels, Michele	Patterson Road	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Day, Michelle	Joe Nightingale	VI-3	\$62,104	2021-22	Completed MA and units for movement
Decker, Bri	Orcutt Academy HS	Stipend	\$1,400* \$1,400	2021-22	Girls Varsity Volleyball, Shared Boys Varsity Volleyball, Coach
DelValle, Danielle	Alice Shaw	Hourly	\$28	2021-22	Intervention (ELO), 24 hrs wk
Dell'Armo, John	Orcutt Academy HS	Stipend	\$1,400 \$1,500	2021-22	Swim Coach Combo Class
DePalma-Steed, Bridgette	Orcutt Academy HS	VI-20 Stipend	\$102,156* \$1,200	2021-22	Additional .20 FTE Lead Teacher, Electives
Devereaux, William	Patterson Road	Stipend	\$1,500 \$1,200	2021-22	Teacher in Charge Lead Teacher, 4 <sup>th</sup> Grade
Doerksen, Allie	Pine Grove	Extra Duty Stipend	\$1,500 \$1,000*	2021-22	Combo Class Student Council Advisor, shared

\*To be prorated

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Douglass, Samantha	Orcutt Academy HS	Stipend	\$1,400*	2021-22	Robotics Advisor, Shared
Dunne, Tony	Patterson Road	Stipend	\$1,026	2021-22	Track Coach
Ebner, Karen	Lakeview JHS	Extra Duty	\$1,200	2021-22	Lead Teacher, Special Education
Edds, John	Orcutt Academy HS	Stipend	\$1,400	2021-22	E-Sport Advisor
Elkin, Miranda	Patterson Road	Stipend	\$1,000 \$1,200	2021-22	Student Council Advisor Lead Teacher, 6 <sup>th</sup> Grade
Enthoven, Brittney	Orcutt Academy HS	Stipend	\$800	2021-22	Swim Assistant
Enthoven, Rick	Orcutt Academy HS	Stipend	\$800	2021-22	Swim Assistant
Espinoza, Gabe	Orcutt Academy HS	Stipend	\$1,600 \$800	2021-22	Football Coach Track Assistant
Fabing, Roger	Orcutt Academy HS	Stipend	\$1,400* \$1,400	2021-22	Track Assistant, Shared Boys Cross Country Coach
Fabing, Chyanne	Orcutt Academy HS	Stipend	\$1,400	2021-22	Girls Cross Country Coach
Felix, Danielle	Patterson Road	Stipend	\$1,200	2021-22	Lead Teacher, 5 <sup>th</sup> Grade
Fields, Rachel	Pine Grove	Hourly Stipend	\$28 \$1,026	2021-22	Art Enrichment, 17 hrs wk Track Coach
Flores, Carlina	Orcutt Academy HS	Stipend	\$1,600	2021-22	Cheerleading Advisor
Fortin, Amy	Joe Nightingale	Hourly	\$28	2021-22	Art Enrichment, 17 hrs wk
Fraser, Jamie	Pine Grove	Stipend	\$1,200	2021-22	Lead Teacher, Special Education
Fredriks, Ginger	Orcutt JHS	Stipend	\$800 \$1,200	2021-22	Robotics Advisor Lead Teacher, History
Freeland, Susan	Joe Nightingale	Hourly	\$28	2021-22	Title 1 Support, 26 hrs wk
Garcia, Deedra	Patterson Road	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Garcia, Teresa	Joe Nightingale	Hourly	\$28	2021-22	Intervention (ELO), 24 hrs wk
Garza, Linda	Orcutt Academy I/S	VI-6	\$68,580*	2021-22	Temporary, 50% Contract
Gonzalez, Gillian	Orcutt Academy HS	Stipend	\$1,200	2021-22	Lead Teacher, Special Education
Haggerty, Suzi	Olga Reed	Extra Duty Stipend	\$1,500 \$1,200	2021-22	Combo Class Lead Teacher, TK/K Combo
Hart, Debbie	Olga Reed	Hourly	\$28	2021-22	Title 1 Support, 30 hrs wk
Hawthorne, J'Nay	Orcutt JHS	Stipend	\$1,296 \$1,567	2021-22	Boys Volleyball Coach Boys 7 <sup>th</sup> Grade Basketball Coach
Heredia, Kris	Lakeview JHS	Stipend	\$1,567	2021-22	Cheer Advisor
Hernandez, Selina	Lakeview JHS	Extra Duty	\$1,200	2021-22	Lead Teacher, Counseling
Hildebrant, Jennifer	Pine Grove	Stipend	\$1,200	2021-22	Lead Teacher, 3 <sup>rd</sup> Grade

\*To be prorated

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Hubbard, Jenny	Orcutt Academy HS	Extra Duty VI-11	\$1,500 \$80,926*	2021-22	Combo Class Additional .20 FTE
Ibarra, Robert	Orcutt Academy HS	Stipend	\$800*	2021-22	Football Assistant, Shared
Jackson, Kacie	Orcutt JHS	Stipend	\$1,500 \$1,200	2021-22	Teacher in Charge Lead Teacher, Math
Johnson, Cameran	Pine Grove	Hourly	\$28	2021-22	Intervention (ELO), 24 hrs wk
Jones, Meredith	Pine Grove	Stipend	\$800 \$1,200	2021-22	Robotics Advisor Lead Teacher, 2 <sup>nd</sup> Grade
Jorgensen, Patricia	Patterson Road	Hourly	\$28	2021-22	Intervention (ELO), 24 hrs wk
Kantorowski, Jennifer	Olga Reed	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Kendrick, Theresa	Orcutt Academy HS & K-8	Stipend	\$800 \$1,567 \$1,567	2021-22	Girls Varsity Basketball Assistant Girls Basketball Coach Boys Basketball Coach
Kirkland, Keri	Lakeview JHS	Extra Duty	\$1,200	2021-22	Lead Teacher, Science
Krouse, Stephanie	Orcutt Academy I/S	Hourly	\$33	2021-22	Support Teacher, 24 hrs wk
Lafin, Debra	Olga Reed	Extra Duty	\$1,500	2021-22	Combo Class
Lara, Nichol	Alice Shaw	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Larrabee, Jennifer	Patterson Road	Hourly	\$28	2021-22	Art Enrichment, 17 hrs wk
Lauriello, Lou	Orcutt Academy HS	Stipend	\$800*	2021-22	Robotics Assistant, Shared
Lee, Tanya	Olga Reed	Extra Duty	\$1,500	2021-22	Combo Class
Limon, Jose	Orcutt Academy HS	Stipend	\$800	2021-22	Football Assistant
Lopez, Art	Orcutt Academy HS	Stipend	\$1,400	2021-22	Boys Varsity Tennis, Coach
Lovell, Stacey	Orcutt Academy K-8	Extra Duty Stipend	\$1,500 \$1,500 \$1,200	2021-22	Combo Class Teacher in Charge Lead Teacher, 5/6 Combo
Lucca, Rick	Orcutt Academy HS	Stipend	\$1,400	2021-22	Boys Varsity Soccer Coach
Luis, Michael	Olga Reed	Extra Duty Stipend	\$1,500 \$1,500 \$1,200	2021-22	Combo Class Teacher in Charge Lead Teacher, 7/8 Grades
Macdonald, Christa	Alice Shaw	Extra Duty	\$1,500	2021-22	Combo Class
Maderas, Ron	Pine Grove	Stipend	\$211	2021-22	Math Bowl Advisor
Mahoney, Gloria	Patterson Road	Stipend	\$1,200	2021-22	Lead Teacher, 2 <sup>nd</sup> Grade
Majewski, Katlin	Pine Grove	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Mason, Joel	Orcutt Academy HS	Stipend	\$1,200	2021-22	Lead Teacher, Social Science
Mason, Joshua	Orcutt Academy HS	Stipend	\$1,200	2021-22	Lead Teacher, Math

\*To be prorated

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Matautia, Julie	Orcutt Academy K-8	Hourly Stipend	\$28 \$1,567	2021-22	ACAD Support, 24 hrs wk Girls Basketball Coach
Matautia, Nicholas	Orcutt Academy K-8	Stipend	\$1,567	2021-22	Boys Basketball Coach
Mayes, Jeremiah	Lakeview JHS	Stipend	\$1,567	2021-22	7 <sup>th</sup> Grade Boys Basketball Coach
Mayes, Melanie	Lakeview JHS	Stipend	\$1,296 \$1,296	2021-22	Girls Volleyball Coach Boys Volleyball Coach
McManus, James	Orcutt Academy HS	Stipend	\$1,600 \$1,400 \$1,400	2021-22	Yearbook Advisor Boys Golf Coach Girls Golf Coach
Meehan, April	Pine Grove	Stipend	\$211	2021-22	Battle of the Books Advisor
Meyer, Karen	Ralph Dunlap	Extra Duty	\$1,500	2021-22	Combo Class
Milanesa, Kateri	Pine Grove	Stipend	\$1,200	2021-22	Lead Teacher, 6 <sup>th</sup> Grade
Millan, Laurie	Alice Shaw	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Miller, Heidi	Orcutt Academy HS	Extra Duty Stipend	\$1,500 \$1,200	2021-22	Combo Class Lead Teacher, Foreign Language
Molina, Melissa	Orcutt Academy HS	Stipend	\$1,400*	2021-22	Girls Varsity Volleyball, Shared
Nordquist, Delaney	Joe Nightingale	IV-2	\$54,777	2021-22	Submitted units for movement
O'Kane, Jennifer	Orcutt HS	Extra Duty	\$40/hr	2021-22	Sysop (website), 25 hrs max
Patterson, Mike	Orcutt Academy HS	Stipend	\$800*	2021-22	Football Assistant, Shared
Penk, Heather	Orcutt Academy HS	VI-12 Stipend	\$83,652* \$1,500*	2021-22	Additional .20 FTE Teacher in Charge, Shared
Perez, Ana	Orcutt Academy HS	Extra Duty	\$40/hr	7/30/21	Master Schedule, 1.5 hrs
Pimentel, Jade	Joe Nightingale	IV-3	\$56,615	2021-22	Submitted units for movement
Ramos, Luis	Orcutt Academy HS	Stipend	\$800	2021-22	Boys Varsity Basketball Assistant
Reece, Janet	Orcutt Academy HS	Stipend	\$800	2021-22	Dance Advisor
Reed, Shannon	Orcutt Academy I/S	Hourly	\$33	2021-22	Support Teacher, 30 hrs wk
Richardson, Laura	Joe Nightingale	Hourly	\$28	2021-22	ACAD Support, 24 hrs wk
Riezebos, Analise	Alice Shaw	Extra Duty	\$1,500	2021-22	Combo Class
Riezebos, Devin	Pine Grove	Stipend	\$1,500 \$956	2021-22	Teacher in Charge Yearbook Advisor
Riggs, Isabel	Orcutt Academy K-8	Extra Duty	\$1,500	2021-22	Combo Class
Robb, Tom	Orcutt Academy HS	Stipend	\$1,600	2021-22	Girls Varsity Basketball Coach
Robertson, Sienna	Orcutt JHS	Stipend	\$1,200	2021-22	Lead Teacher, Counseling

\*To be prorated

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Rojo, Pack	Orcutt Academy HS	Stipend	\$1,066	2021-22	Girls JV Basketball Coach
Rowe, Scott	Orcutt Academy HS	Stipend	\$1,400*	2021-22	Robotics Advisor, Shared
Rowland, JoAnn	Alice Shaw	Hourly	\$28	2021-22	Art Enrichment, 17 hrs wk
Ruiz, Sal	Orcutt JHS	Stipend	\$1,567 \$1,567	2021-22	Girls 7 <sup>th</sup> Grade Basketball Coach Girls 8 <sup>th</sup> Grade Basketball Coach
Ryan, Shawn	Orcutt Academy HS	Stipend	\$1,066	2021-22	Girls JV Soccer Coach
Saleen, Julie	Patterson Road	Extra Duty	\$1,500	2021-22	Combo Class
Salinas, Ernie	Orcutt JHS	Extra Duty Stipend	\$40/hr \$1,567 \$1,366 \$956	2021-22	Athletic Director, 15 hrs max Boys 8 <sup>th</sup> Grade Basketball Coach ASB Advisor Yearbook Advisor
Salinas, Jackie	Patterson Road	Extra Duty	\$1,500	2021-22	Combo Class
Salucci, Philip	Orcutt Academy I/S	Hourly	\$33	2021-22	Support Teacher, 30 hrs wk
Sanchez, Gina	Orcutt JHS	Stipend	\$1,296	2021-22	Girls Volleyball Coach
Saylor, Garry	Patterson Road	Extra Duty V-8	\$1,500 \$69,952	2021-22	Combo Class Completed units for movement
Saylor, Jennifer	Joe Nightingale	Extra Duty	\$40/hr	9/20-12/20/20	Move Classrooms, 24 hrs
Schmidt, Chris	Orcutt JHS	VI-20 Stipend	\$102,156* \$1,200	2021-22	Additional .20 FTE Lead Teacher, PE
Shaw, Michael	Orcutt Academy HS	Stipend	\$1,500* \$1,200 \$1,400	2021-22	Teacher in Charge, Shared Lead Teacher, English After School Drama Advisor
Silva, Julie	Pine Grove	Stipend	\$1,200	2021-22	Lead Teacher, 1 <sup>st</sup> Grade
Slezak, Sarah	Orcutt Academy HS	V-9 Stipend	\$72,303* \$1,400	2021-22	Additional .20 FTE Performance Choir Advisor
Smalley, Ryan	Orcutt Academy HS	Stipend	\$1,600	2021-22	Boys Varsity Basketball Coach
Smith, Timothy	Lakeview JHS	Stipend Extra Duty	\$1,567 \$40/hr	2021-22	7 <sup>th</sup> Grade Boys Basketball Coach Athletic Director, 15 hrs max
Snow, Cory	Lakeview JHS	Stipend	\$1,567 \$1,200	2021-22	8 <sup>th</sup> Grade Boys Basketball Coach Lead Teacher, English
Soto, Rick	Orcutt Academy HS	Stipend	\$800*	2021-22	Robotics Assistant, Shared
Spears, Brian	Orcutt Academy HS	Stipend	\$1,400*	2021-22	Girls Varsity Soccer, Shared
Stanley, Gailya	Orcutt Academy HS	Stipend	\$1,066	2021-22	Girls JV Volleyball Coach
Sternjacob, Zachery	Lakeview JHS	III-2	\$52,303	2021-22	Temporary, 100%

\*To be prorated

<b>NAME</b>	<b>SCHOOL</b>	<b>CLASS/STEP</b>	<b>SALARY</b>	<b>EFFECTIVE DATE</b>	<b>ACTION INFORMATION</b>
Sussex, Joy	Patterson Road	Stipend	\$1,200	2021-22	Lead Teacher, Kindergarten
Taira, Myrna	Joe Nightingale	Extra Duty	\$1,500 \$40/hr	2021-22 9/20/20	Combo Class Move Classrooms, 12 hrs
Tosches, Marc	Orcutt Academy HS	Stipend	\$1,600 \$800*	2021-22	Gym Supervisor Track Assistant, Shared
Trotter, Crystal	Orcutt JHS	Stipend	\$1,200	2021-22	Lead Teacher, Special Education
Twisselman, Lindsay	Olga Reed	Extra Duty	\$1,500	2021-22	Combo Class
Tymn, Elizabeth	Pine Grove	Extra Duty	\$1,500	2021-22	Combo Class
Valdovino, Mariana	Orcutt JHS	VI-4	\$58,512	2021-22	Resignation
Vidal, Jerred	Lakeview JHS	V-8	\$73,272	2021-22	Resignation
Washington, Yana	Olga Reed/Orcutt Academy Charter K-8 Patterson Road	VI-1	\$58,134	2021-22	Probationary
Wells, John	Orcutt Academy HS	Stipend	\$1,400 \$1,066	2021-22	Senior Class Advisor Boys JV Basketball Coach
Whitehair, Steven	Patterson Road	Stipend	\$1,200	2021-22	Lead Teacher, Special Education
Whitted, Dana	Olga Reed	Hourly	\$28	2021-22	Title 1 Support, 24 hrs wk
Widle, Tiffany	Joe Nightingale	Extra Duty	\$40/hr	9/20/20	Move Classroom, 6 hrs
Wilkanoski, Lisa	Olga Reed	Extra Duty	\$1,500	2021-22	Combo Class
Wilson, Shauna	Orcutt Academy K-8	Extra Duty Stipend	\$1,500 \$1,200	2021-22	Combo Class Lead Teacher, 1/2 Combo
Winkelpleck, Dustin	Patterson Road	Stipend	\$1,200	2021-22	Lead Teacher, 3 <sup>rd</sup> Grade
Wogahn, Alyssa	Pine Grove	V-3 Stipend	\$59,296 \$1,000* \$1,200	2021-22	Submitted units for movement Student Council Advisor, shared Lead Teacher, 4 <sup>th</sup> Grade
York, Sarah	Pine Grove	IV-3	\$56,615	2021-22	Completed MA and units for movement
Zamudio, Kelli	Orcutt JHS	Stipend Extra Duty	\$1,200 \$40/hr	2021-22	Lead Teacher, English Sysop, 50 hrs max
Zimmerman, Liz	Pine Grove	Stipend	\$1,200	2021-22	Lead Teacher, 5 <sup>th</sup> Grade
Zimmerman, Lauren	Ralph Dunlap	VI-8	\$73,272	2021-22	Submitted units for movement
Zucker, Anna	Orcutt JHS	Stipend	\$1,200	2021-22	Lead Teacher, Science

\*To be prorated



# **ORCUTT UNION SCHOOL DISTRICT**

**TO:** Dr. Holly Edds  
District Superintendent

**FROM:** Susan Salucci  
Assistant Superintendent of Human Resources

**DATE:** September 8, 2021

**RE: NOTIFICATION TO BOARD – HIRING OF ORCUTT UNION SCHOOL COACHES FOR 2021-22 SCHOOL YEAR**

---

**Patterson:**

Track

Tony Dunne

**Lakeview JH:**

Cheer  
Volleyball, Girl's  
Volleyball, Boy's  
Basketball, Girl's 8<sup>th</sup> gr.  
Basketball, Boy's 8<sup>th</sup> gr.  
Basketball, Boy's 7<sup>th</sup> gr.  
Track

Kris Heredia  
Melanie Mayes  
Melanie Mayes  
Jeremiah Mayes  
Cory Snow  
Tim Smith  
Albert Cabanting

**Orcutt JH:**

Volleyball, Girl's  
Volleyball, Boy's  
Basketball, Girl's 7<sup>th</sup> gr.  
Basketball, Boy's 7<sup>th</sup> gr.  
Basketball, Girl's 8<sup>th</sup> gr.  
Basketball, Boy's 8<sup>th</sup> gr.

Gina Sanchez  
J'Nay Hawthorne  
Sal Ruiz  
Ernest Salinas  
Sal Ruiz  
J'Nay Hawthorne

\*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

# ***ORCUTT ACADEMY CHARTER SCHOOL***

## ***ORCUTT UNION SCHOOL DISTRICT***

**TO:** Dr. Holly Edds  
District Superintendent

**FROM:** Susan Salucci  
Assistant Superintendent of Human Resources

**DATE:** September 8, 2021

**RE:** ***NOTIFICATION TO BOARD – HIRING OF CHARTER HIGH SCHOOL  
COACHES FOR 2021-22 SCHOOL YEAR***

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### **Orcutt Academy Charter HS:**

Dance	Janet Kwock Reece
Cheer	Carlina Flores
E-Sports	John Edds
Varsity Football Coach	Gabe Espinoza
Varsity Football Asst.	Robert Ibarra, Mike Patterson
Varsity Volleyball, Girl's	Bri Decker, Melissa Molina
Jr. Varsity Volleyball, Girl's	Gailya Fritz Stanley
Varsity Volleyball, Boy's	Bri Decker
Varsity Soccer, Girl's	Brian Speer, Bobby Britt
Jr. Varsity Soccer, Girl's	Shawn Ryan
Varsity Soccer, Boy's	Rick Lucca
Varsity Basketball, Girl's	Tom Robb
Varsity Basketball, Girl's Asst.	Theresa Kendrick
Jr. Varsity Basketball, Girl's	Pack Rojo
Varsity Basketball, Boy's	Ryan Smalley
Varsity Basketball, Boy's Asst.	Luis Ramos
Jr. Varsity Basketball, Boy's	John Wells
Track	James Barr
Track Asst.	Marc Tosches
Track Asst.	Roger Fabing
Track Asst.	Gabe Espinoza
Track Asst.	Roger Fabing
Cross Country, Girl's	Chyane Fabing
Cross Country, Boy's	Roger Fabing
Swim	John Dell'Armo
Swim, Asst.	Brittany Enthoven
Swim Asst.	Rick Enthoven

Varsity Tennis, Girl's  
Varsity Tennis, Boy's  
Varsity Golf, Girl's  
Varsity Golf, Boy's  
Varsity Softball, Girl's  
Varsity Softball, Girl's Asst.

Art Lopez  
Art Lopez  
Jim McManus  
Jim McManus  
Darrell Black  
Helene Black

**Unpaid Volunteers:**

Football

Gary Miller

\*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  
REGULAR MEETING MINUTES  
August 11, 2021**

**CALL TO ORDER**

A regular meeting of the Board of Trustees of the Orcutt Union School District was held on Wednesday, August 11, 2021, in the District Board Room, beginning with Melanie Waffle calling Public Session to order at 6:00 p.m. The Pledge of Allegiance was led by Liz Phillips. Members Present: Waffle, Steller, Henderson, Morinini, and Phillips. Administrators Present: Edds, Salucci, Dana and Taylor.

**CLOSED SESSION PUBLIC COMMENTS**

No Closed Session Public Comments

**ADJOURN TO CLOSED SESSION**

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

**RECONVENE TO PUBLIC SESSION**

The meeting reconvened to Public Session at 6:30 p.m. Melanie Waffle reported that that following action was taken: Action 1.) – By vote of [5-0], the Board approved settlement of a special education dispute in matter of Student v. School District, OAH Case No 2021060744 and Action 2.) – By vote of [5-0], the Board approved settlement of an attorneys’ fee dispute in matter of J.R. v. School District, Central District Court Case No. 2:21-cv-5583. It was moved by Liz Phillips seconded by Lisa Morinini to adopt the August 11, 2021 agenda.

**SUPERINTENDENT’S REPORT**

Dr. Holly Edds gave a “2021-22 Back to School Plan” presentation. Brad Gitchell gave and update on maintenance projects throughout the district and thanked his team for a successful year under trying circumstances. Joe Dana and Julie Kozel gave a presentation on OUSD summer programs.

**PUBLIC COMMENT**

Veronica Barrios-Timbrook, President of the California School Employee Association Chapter #225 (CSEA) introduced herself to the Board of Trustees.

**ITEMS FROM THE BOARD**

Liz Phillips welcomed everyone to 2021-2022 school year and stated that she enjoyed Convocation. Lisa Morinini is excited to return to school! She commented that she enjoyed the facility tour and is happy to see that the campuses are getting updates. She thanked Nick Taylor for bringing Surf Camp to OUSD and a thanked Joe Dana and Julie Kozel for addressing mathematic curriculum concerns. Mark Steller stated that he is happy to back in person and thanked the Technology Department for always being around at the Board Meetings to help with any unforeseen technology issues and he thanked Janet Bertoldi for helping with the Convocation video. Mark also stated that he thought the Innovation Center need an appropriate name and requested a discussion on the topic be included in a future Board meeting. Shaun Henderson welcomed teachers, staff, and students back to campus and thanked Nick for bringing Surf Camp to OUSD. Melanie Waffle acknowledged all the fabulous teams at OUSD and appreciates that everyone works together.

## **CONSENT AGENDA ITEMS**

- A. Classified Personnel Action Report
- B. Certificated Personnel Action Report
- C. Approval of Warrants
- D. Minutes, Regular Board Meeting, June 9, 2021
- E. Minutes, Special Board Meeting, June 16, 2021
- F. Minutes, Special Board Meeting, July 6, 2021
- G. Minutes, Special Board Meeting, August 4, 2021
- H. Cooperative Purchasing Programs
- I. BP 5116.2, Involuntary Student Transfers, for the Second Reading
- J. Innovation Center: Change Order #007
- K. Orcutt Jr. High Administration Building: Change Order #002
- L. Joe Nightingale Administration Building: Change Order #001

It was moved by Mark Steller, seconded by Shaun Henderson and carried to approve consent agenda items A-L, as submitted. Liz Phillips requested the record reflect that she attended the Closed Session portion of the August 4, Special Board Meeting. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

## **ACTION AGENDA ITEMS**

### **Informational Presentation on the California Voting Rights Act (CVRA) and Map Development Process (No Action):**

No Comments.

### **Public Hearing – Pre- Map Hearing (No Action):**

No Comments

### **Gift Acceptance**

It was moved by Mark Steller, seconded by Lisa Morinini and carried to accept the donation of \$100 for Olga Reed Science Camp, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

### **Governance Handbook**

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to approve the revisions made to the Governance Handbook, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips

### **Board Bylaw 9021 President**

It was moved by Mark Steller, seconded by Shaun Henderson and carried to approve the revisions to Board Bylaw 9021, President for the first reading, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

### **Ratification of Professional Services Agreement with Project Frog, Inc. to Provide Professional Design Services and Construction Administration of the Orcutt Junior High School Administration Building**

It was moved by Shaun Henderson, seconded by Mark Steller and carried to approve the Ratification of Professional Services Agreement with Project Frog, Inc. to provide professional design services and construction administration of the Orcutt Junior High School Administration Building, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

### **Public Hearing- Scope, Purpose and Other Factors Related to Adoption of Independent Study Policy**

No Comment

**Board Policy 6158 Independent Study**

It was moved by Shaun Henderson, seconded by Lisa Morinini and carried to approve the revisions to Board Policy 6158 Independent Study, as submitted.

**First 5 Early Learning Planning Grant**

It was moved by Lisa Morinini, seconded by Shaun Henderson and carried to approve the First 5 Early Learning Planning Grant, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

**Approval of Memorandum of Understanding Regarding Interdistrict Transfers between Orcutt Union School District and the Guadalupe Union School District to Fulfill Assembly Bill 130 Independent Study Requirements**

It was moved by Shaun Henderson, seconded by Mark Steller and carried to approve the Memorandum of Understanding Regarding Interdistrict Transfers between Orcutt Union School District and the Guadalupe Union School District, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

**Brandman University Supervised Internship Agreement**

It was moved by Liz Philips, seconded by Mark Steller and carried to approve the Brandman University Supervised Internship Agreement, as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

**2021-22 Resolution No. 1 Waiver of Credential Authorization (District)**

It was moved by Liz Phillips, seconded by Shaun Henderson and carried to adopt the 2021-22 Resolution No.1 Waiver of Credential Authorizations (District), as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

**2021-22 Resolution No. 2 Waiver of Credential Authorization (Charter)**

It was moved by Shaun Henderson, seconded by Lisa Morinini and carried to adopt the 2021-22 Resolution No.2 Waiver of Credential Authorizations (Charter), as submitted. Ayes: Waffle, Steller, Henderson, Morinini, and Phillips.

**GENERAL ANNOUNCEMENTS**

Unless otherwise noticed, the next regular board meeting is scheduled for Wednesday, September 8, 2021, 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.

**ADJOURN**

It was moved by Liz Phillips seconded by Shaun Henderson and carried to adjourn the meeting at 8:25 p.m. Ayes: Waffle, Steller, Henderson, Morinini and Phillips.

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Holly Edds, Ed.D., Board Secretary

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Mark Steller, Clerk, Board of Trustees

**PRESIDENT**

The Governing Board shall elect a president from among its members to provide leadership on behalf of the Board and the educational community it serves. **Board members shall have at least two year of experience as an Orcutt Union School District trustee prior to serving as president of the Board.**

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9100 - Organization)

The president shall preside at all Board meetings. He/she shall:

1. Call such meetings of the Board as he/she may deem necessary, giving notice as required by law

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

2. Consult with the Superintendent or designee on the preparation of Board meeting agendas

(cf. 9322 - Agenda/Meeting Materials)

3. Call the meeting to order at the appointed time and preside over the meeting
4. Announce the business to come before the Board in its proper order
5. Enforce the Board's bylaws related to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act
6. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
7. Facilitate the Board's effective deliberation, ensuring that each Board member has an opportunity to participate in the deliberation and that the discussion remains focused
8. Rule on issues of parliamentary procedure
9. Put motions to a vote, and state clearly the results of the vote

(cf. 9323 - Meeting Conduct)

The president shall have the same rights as other members of the Board, including the right to discuss and vote on all matters before the Board.



## **Board Bylaws**

BB 9121 (a)

### **PRESIDENT**

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts and orders necessary to carry out state requirements and the will of the Board
2. Working with the Superintendent to ensure that Board members have necessary materials and information
3. Subject to Board approval, appointing and dissolving all committees  
(cf. 9130 - Board Committees)
4. In conjunction with the Superintendent or designee, representing the district as the Board's spokesperson in communications with the media  
(cf. 1112 - Media Relations)
5. Leading the Board's advocacy efforts to build support within the local community and at the state and national levels

The president shall participate in the California School Boards Association's Board President's Workshop and other professional development opportunities to enhance his/her leadership skills.

(cf. 9240 - Board Training)

When the president resigns or is absent, the clerk shall perform the president's duties. When both the president and clerk are absent, the Board shall choose a president pro tempore to perform the president's duties.

(cf. 9123 - Clerk)

Legal Reference:

EDUCATION CODE

35022 President of the board

35143 Annual organizational meetings; dates and notice

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act

Management Resources:

CSBA PUBLICATIONS

Board Presidents' Handbook, revised 2002

CSBA Professional Governance Standards, 2000

WEB SITES

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

Bylaw Adopted: 04/10/19

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Holly Edds, Ed.D.

FROM: Nick Taylor, Ed.D  
Assistant Superintendent, Business Services

BOARD MEETING DATE: September 8, 2021

BOARD AGENDA ITEM: Construction Change Order- RDZ for the Orcutt Jr. High Administration Building.

BACKGROUND: Attached is change order request #003 from RDZ in the amount of \$20,741.55 for the Orcutt Jr. High Administration Building. The change order is related to some or all of the following reasons; unforeseen conditions during construction, design issue, or owner requested change.

The change order request was reviewed by the following parties, the Contractor, TELACU Construction Management firm, and district staff.

RECOMMENDATION: Staff recommends the Board of Trustees approve the change order for RDZ Industries for \$20,741.55, as submitted.

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

# CHANGE ORDER

**Distribution:**

- OUSD
- 19-Six Architects
- Contractor
- TELACU Construction Management (TCM)
- Inspector of Record

Project:  
**Orcutt Junior High School - Administration Building**  
**Orcutt Union School District**  
 500 Dyer Street  
 Orcutt, CA 93455

Change Order Number: **3**

Date: **8/24/2021**

To Contractor:  
 RDZ Contractors  
 PO Box 760  
 Nipomo, CA 93444

Contract Date: **2/25/2021**

The Contract Is Changed As Follows:  
**Refer to the attached summary page**

The original Contract Sum was	\$	<b>2,442,931.00</b>
The net change by previously authorized Change Orders	\$	<b>143,562.64</b>
The Contract Sum prior to this Change Order was	\$	<b>2,586,493.64</b>
The Contract Sum will be Increased by this new Change Order in the amount of	\$	<b>20,741.55</b>
The new Contract Sum including this Change Order will be	\$	<b>2,607,235.19</b>
The Contract Time will be <del>(increased)</del> <del>(decreased)</del> <b>(unchanged)</b> by -0- days.		
The date of Substantial Completion as of the date of this Change Order therefore is		<b>Unchanged</b>

*Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price Which have been authorized by Construction Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.*

NOT VALID UNTIL SIGNED BY THE OWNER, CONTRACTOR, AND CONSTRUCTION MANAGER.

Owner	Contractor	Construction Mgr.	Architect of Record	Inspector of Record
Orcutt Union School District	RDZ Contractors	TELACU Construction Management	19-Six Architects	Kenco Construction Services, Inc.
500 Dyer Street Orcutt, CA 93455	PO Box 760 Nipomo, CA 93444	604 N. Eckhoff St. Orange, CA 92868	560 Higuera Street, Ste C San Luis Obispo, CA 93401	1230 Doris Ave. Oxnard, CA 93030

BY (Signature)      BY (Signature)      BY (Signature)      BY (Signature)      BY (Signature)

DATE                      DATE                      DATE                      DATE                      DATE

**CHANGE ORDER 03- Summary Sheet**

<b>Item #</b>	<b>Title</b>	<b>PCO#</b>	<b>PCO Description</b>	<b>Final Price</b>
1	Added Smoke Detectors	21	Design Issue – RFI #041 – Due to the design of the building, small compartments occur at the roof deck/ceiling due to the location of the exposed structural beams. The overall height of the beam surpasses 10% of the overall room height, therefore, additional smoke detectors will be required at the ceiling areas where the compartment condition occurs per the Electrical Engineer’s RFI #41 response. The costs associated with this change includes added labor and materials to provide the provisions for the added smoke detectors and the installation of (13 ea.) additional smoke detectors.	\$14,866.65
2	Parking Lot Light Dimmers	22	Owner Requested – RFI #056 – As requested by the District on previous parking lot projects, the contractor is being directed to install dimmers on all new parking lot lights. The dimmers will allow the District to adjust and schedule the amount of light emitted under different conditions (daylight, occupancy) in an effort to avoid unwanted light pollution to the surrounding neighborhood. The costs associated with this change includes added labor and material to install the added dimmer sensors to each parking lot light fixture.	\$5,874.90
<b>Total Change Order Amount</b>				<b>\$20,741.55</b>



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Holly Edds, Ed.D.

FROM: Nick Taylor, Ed.D  
Assistant Superintendent, Business Services

BOARD MEETING DATE: September 8, 2021

BOARD AGENDA ITEM: Construction Change Order- PreCon Industries for the Joe Nightingale Administration Building.

BACKGROUND: Attached is change order request #002 from PreCon Industries in the amount of \$39,426.55 for the Joe Nightingale Administration Building. The change order is related to some or all of the following reasons; unforeseen conditions during construction, design issue, or owner requested change.

The change order request was reviewed by the following parties, the Contractor, TELACU Construction Management firm, and district staff.

RECOMMENDATION: Staff recommends the Board of Trustees approve the change order for PreCon Industries for \$39,426.55, as submitted.

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

# CHANGE ORDER

**Distribution:**

- OUSD
- 19-Six Architects
- Contractor
- TELACU Construction Management (TCM)
- Inspector of Record

Project:  
**Joe Nightingale ES - Phase II Renovation - Administration Bldg.**  
**Orcutt Union School District**  
 500 Dyer Street  
 Orcutt, CA 93455

Change Order Number: **2**

Date: **8/24/2021**

To Contractor:  
 Pre Con Industries, Inc.  
 PO Box 5728  
 Santa Maria, CA 93456

Contract Date: **4/27/2021**

The Contract Is Changed As Follows:  
**Refer to the attached summary page**

The original Contract Sum was	\$	1,793,500.00
The net change by previously authorized Change Orders	\$	81,831.64
The Contract Sum prior to this Change Order was	\$	1,875,331.64
The Contract Sum will be Increased by this new Change Order in the amount of	\$	39,426.55
The new Contract Sum including this Change Order will be	\$	1,914,758.19
The Contract Time will be <del>(increased)</del> <del>(decreased)</del> <b>(unchanged)</b> by -0- days.		
The date of Substantial Completion as of the date of this Change Order therefore is		<b>Unchanged</b>

*Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price Which have been authorized by Construction Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.*

NOT VALID UNTIL SIGNED BY THE OWNER, CONTRACTOR, AND CONSTRUCTION MANAGER.

Owner	Contractor	Construction Mgr.	Architect of Record	Inspector of Record
Orcutt Union School District	Pre Con Industries, Inc.	TELACU Construction Management	19-Six Architects	Kenco Construction Services, Inc.
500 Dyer Street Orcutt, CA 93455	PO Box 5728 Santa Maria, CA 93456	604 N. Eckhoff St. Orange, CA 92868	560 Higuera Street, Ste C San Luis Obispo, CA 93401	1230 Doris Ave. Oxnard, CA 93030

BY (Signature)      BY (Signature)      BY (Signature)      BY (Signature)      BY (Signature)

DATE                      DATE                      DATE                      DATE                      DATE

**CHANGE ORDER 02- Summary Sheet**

<b>Item #</b>	<b>Title</b>	<b>PCO#</b>	<b>PCO Description</b>	<b>Final Price</b>
1	Revised Chain Link Fence Height	23	Owner Requested – RFI #25 – Refer to PCO #014 for the added concrete curb along Winter Road. The overall height of the chain link fencing occurring along Winter Road needed to be revised due to the implemented curb at its base. In-order to provide a more aesthetic finish, the chain link fabric required a bias cut along the entirety of fabric to provide a flush transition at the top of fence at the corner of Winter and Dickson Roads. The costs associated with this change includes added labor to cut the chain link fabric to provide a flush transition to the existing chain link fencing.	\$3,480.75
2	Demo and Replace Ceiling Bldg. 50	24	Owner Requested/Unforeseen Condition – During installation of the updated fire alarm devices in the Special-Day Care classroom (Building 050), the existing ceiling began to collapse due to inadequate ceiling tile installation/attachment. Per the District’s request, the contractor was directed to remove and replace 90% of the ceiling to ensure the ceiling is structurally sound and the tiles are installed correctly for the forthcoming fire alarm device installation. The costs associated with this change include added labor, equipment and material to remove and replace most of the Building 050 ceiling.	\$19,085.40
3	Skate Stoppers at Playground Curb	25	Owner Requested – The bid documents did not call for skate deterrent devices to be installed at the new play-box perimeter curb. Within a week of the site being opened up for use, there were already signs of minor damage to the curb from skateboards and skateboard wax. In-an effort to deter further damage to the curb, the District has requested that skate stop devices be placed at 3’ on-center on top of the new play-box curb. The costs associated with this change include added labor and materials to drill & Epoxy (96 ea.) skate deterrent devices at the new play-box curb.	\$16,060.36
4	Misc. District Changes	26	Owner Requested – The bid documents called for 15-amp outlets to be installed throughout the building. Per the District requests, (3) of the 15-amp outlets were switched out for 20-amp outlets so the (3) copiers being moved to the new admin space have the correct amperage receptacles. The costs associated with this change includes added labor and material to provide (3) 20-amp outlets. In addition to the revised receptacles, (2) gate hold open devices are being added to provide the district with the ability to keep the (2) entrance gates open as desired. The cost associated with this change includes added labor and material to install (2) gate hold open devices.	\$800.04
			<b>Total Change Order Amount</b>	<b>\$39,426.55</b>





## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Holly Edds, Ed.D.

FROM: Nick Taylor, Ed.D.  
Assistant Superintendent, Business Services

BOARD MEETING DATE: September 8, 2021

BOARD AGENDA ITEM: Approval of COVID-19 Testing Services with Walker Medical Wellness Group

BACKGROUND: Unvaccinated staff members are required to undergo COVID-19 screening with a licensed medical provider every week in order to continue working at school facilities. The District contracted with Walker Medical Wellness Group last year to conduct surveillance testing for staff members. The District intends to reinstate this service beginning October 1, 2021. Employees will be tested in a drive-through service at the Walker Medical Group Facility 1145 E. Clark Ave, Suite I in Santa Maria, Ca. The total cost for the weekly testing, projected to the end of the school year, is \$97,200.

RECOMMENDATION: It is recommended that the Board of Trustees approve the Walker Medical Wellness agreement as presented.

FUNDING: The District will use ESSER I **COVID Relief Funds** for service.

## ***GENERAL CONTRACT FOR SERVICES***

This Contract for Services is made effective as of October 1, 2021, by and between Orcutt Unified School District of 500 Dyer St. Orcutt, 93455 (the "Service Recipient"), and Walker Medical Wellness of 1145 E Clark Ave Suite I, Santa Maria, California 93455 (the "Service Provider").

**1. DESCRIPTION OF SERVICES.** Beginning October 1, 2021, "Service Provider" will provide to "Service Recipient" the following services (collectively, the "Services"):

COVID-19 Drive Thru Testing Services to include:

- Ordering Physician
- Intake staff
- Testing collection staff
- Site Lead Nurse
- Lab review of tests results
- Notification of results
- County reporting of positive cases

**2. PAYMENT.** Payment shall be made to "Service Provider" in the total amount according to (Exhibit A). Upon completion of Services, payment will be made on a 30-day term. "Service Recipient" shall pay all costs of collection, including without limitation, reasonable attorney fees. In addition to any other right or remedy provided by law, if "Service Recipient" fails to pay for the Services when due, "Service Provider" has the option to treat such failure to pay as a material breach of this Contract and may cancel this Contract and/or seek legal remedies. Payment is as outlined in Exhibit B. Service Recipient and Service Provider agree to adopt the testing schedule until such a time that it is no longer required, at which point Exhibit A will be implemented as defined in the Contract.

**3. TERM.** This Contract will terminate automatically on July 1, 2022. Either party may terminate this Contract at any time without cause upon thirty (30) days prior written notice to the other party

**4. WARRANTY.** Provider shall provide its services and meet its obligations under this Contract in a timely and workmanlike manner, using knowledge and recommendations for performing the services which meet generally acceptable standards in Provider's community and region, and will provide a standard of care equal to, or superior to, care used by service providers similar to Provider on similar projects.

**5. DEFAULT.** The occurrence of any of the following shall constitute a material default under this Contract:

- a. The failure to make a required payment when due.
- b. The insolvency or bankruptcy of either party.

c. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application, or sale for or by any creditor or government agency.

d. The failure to make available or deliver the Services in the time and manner provided for in this Contract.

**6. REMEDIES.** In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have 7 days from the effective date of such notice to cure the default(s). Unless waived in writing by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract.

**7. FORCE MAJEURE.** If performance of this Contract or any obligation under this Contract is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party prompt written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders, or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, or strikes, lock-outs, work stoppages or other labor disputes, or supplier failures. The excused party shall use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party, or its employees, officers, agents, or affiliates.

**8. DISPUTE RESOLUTION.** The parties will attempt to resolve any dispute arising out of or relating to this Agreement through friendly negotiations amongst the parties. If the matter is not resolved by negotiation within 30 days, the parties will resolve the dispute using the below Alternative Dispute Resolution (ADR) procedure.

Any controversies or disputes arising out of or relating to this Agreement will be resolved by binding arbitration under the rules of the American Arbitration Association. The arbitrator's award will be final, and judgment may be entered upon it by any court having proper jurisdiction.

**9. ENTIRE AGREEMENT.** This Contract contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Contract. This Contract supersedes any prior written or oral agreements between the parties.

**10. SEVERABILITY.** If any provision of this Contract will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting

such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**11. AMENDMENT.** This Contract may be modified or amended in writing by mutual agreement between the parties, if the writing is signed by the party obligated under the amendment.

**12. GOVERNING LAW.** This Contract shall be construed in accordance with the laws of the State of California.

**13. NOTICE.** Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

**14. WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.

**15. ATTORNEY'S FEES TO PREVAILING PARTY.** In any action arising hereunder or any separate action pertaining to the validity of this Agreement, the prevailing party shall be awarded reasonable attorney's fees and costs, both in the trial court and on appeal.

**16. CONSTRUCTION AND INTERPRETATION.** The rule requiring construction or interpretation against the drafter is waived. The document shall be deemed as if it were drafted by both parties in a mutual effort.

**17. ASSIGNMENT.** Neither party may assign or transfer this Contract without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

**INDEMNIFICATION.** "Service Recipient" hereby agrees to defend, indemnify, and hold harmless "Service Provider" and its shareholders, affiliates, officers, directors, employees, agents for, from and against any claim, loss, liability, cost, and expense, directly or indirectly relating to resulting from or arising out of any action or failure to act arising out of this Contract by "Service Provider" and its staff. This indemnification provision shall not be effective as to any loss attributable exclusively to the negligence or willful act or omission of "Service Provider".

"Service Provider" hereby agrees to defend, indemnify, and hold harmless "Service Recipient" and its affiliates, officers, directors, employees, agents for, from and against any claim, loss, liability, cost, and expense, directly or indirectly relating to, resulting from or arising out of any action or failure to act arising out of this Contract by "Service Recipient" and its staff. This indemnification provision shall not be effective as to any loss attributable exclusively to the negligence or willful act or omission of "Service Recipient".

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

Service Recipient:  
Orcutt Unified School District

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Holly Edds, Ed.D. District Superintendent

Service Provider:  
Walker Medical Wellness

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Elizabeth Walker

# Exhibit A

The following quote is for the scheduled number of tests in a 2 hour period per site per day.

<b>On-Site Testing at 2 hours One Day</b>	
<b>Tests per site</b>	<b>Cost for the Day</b>
<b>Up to 75 Tests</b>	\$2,050.00

# Exhibit B

The following quote is for the scheduled number of tests in a 2 hour period over the course of 2 days.

<b>On-Site Testing at 4 hours Over Two Days</b>	
<b>Tests per site</b>	<b>Cost for Both Days</b>
<b>75 -150 Tests</b>	\$2,700.00

## **DESCRIPTION OF SERVICES -**

COVID-19 Drive Thru Testing Services to include:

- Ordering Physician
- Intake staff
- Testing collection staff
- Site Lead Nurse
- Lab review of tests results
- Notification of results
- County reporting of positive cases



# ORCUTT UNION SCHOOL DISTRICT

## REQUEST FOR ACCEPTANCE OF GIFT

**SCHOOL:** Olga Reed, Alice Shaw, Joe Nightingale & Ralph Dunlap      Date: 08/16/2021

**DONOR:** Name: Elks Traveleers  
Address: 261 N. Las Flores Dr  
Phone No. 805-478-6677

**GIFT:** Item Donated Student Backpacks or Cash Donation \$ \_\_\_\_\_  
(Fill in if money is donated)

Designated for: Students in need who are returning to school

General Description: 26 student backpacks filled with school supplies

Model No.: \_\_\_\_\_ Condition:  New       Used

Value (estimated): \$520

Purpose of Gift: Donation

Will gift be purchased through Business Services Office?       Yes       No

Donor Conditions of Acceptance: None

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

A. Will gift require installation?       Yes       No

B. What type of installation is required? \_\_\_\_\_

C. Will donor pay installation costs?       Yes       No

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

Acceptance Requested By (OUSD Staff Member): Lorie Bouget

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 School Date: 9-3-21

DONOR: Name: Kiwanis of Orcutt
Address: PO Box 2881 Orcutt, Ca
Phone No. 805 748-7647

GIFT: Item Donated or Cash Donation \$ 500.00
(Fill in if money is donated)

Designated for: School needs.

General Description:

Model No.: Condition: [X] New [ ] Used

Value (estimated):

Purpose of Gift: To purchase items need at our school.

Will gift be purchased through Business Services Office? [ ] Yes [X] No

Donor Conditions of Acceptance: Purchase items needed by our school.

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

A. Will gift require installation? [ ] Yes [X] No

B. What type of installation is required?

C. Will donor pay installation costs? [ ] Yes [ ] No

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

Acceptance Requested By (OUSD Staff Member): Carly Hernandez

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 Date: 8/25/21

**DONOR:** Name: Frontier Technology  
Address: 130 Robin Hill Rd # 200  
Phone No. 805-685-6672

**GIFT:** Item Donated \_\_\_\_\_ or Cash Donation \$ 1,500  
(Fill in if money is donated)  
Designated for: Joe Nightingale Staff Refrigerator ect.  
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? Placement and delivery  
into staff lounge.
- C. Will donor pay installation costs?  Yes  No
- D. Will there be operating costs?  
If yes, what type? Electricity

Acceptance Requested By (OUSD Staff Member): Lisa Lopez

Acceptance Approved By (Administrator): Kate Mohr

RECOMMENDATIONS: Principal or District Representative \_\_\_\_\_

BOARD ACTION: Date Accepted: \_\_\_\_\_ Date Denied: \_\_\_\_\_



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Holly Edds, Ed.D.

**FROM:** Nick Taylor, Ed.D.  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** Resolution No. 3 GANN Limit Adoption

**BACKGROUND:** E.C. 42132 “On or before September 15<sup>th</sup> of each year, the governing board shall adopt a resolution to identify, pursuant to Division 9 (commencing with Section 7900) of Title 1 of the Government Code, the estimated appropriations limit for the district for the current fiscal year and the actual appropriations limit for the district for preceding fiscal year.

In simple terms the Gann Spending Limit is a ceiling, or limit, on each year's appropriations of tax dollars by the state, cities, counties, school districts, and special districts. Proposition 4, an initiative passed in November 1979, added controls on appropriations in Article XIII-B of the California Constitution. Using 1978-79 as a base year, subsequent years' limits have been adjusted for: (1) an inflation increase equal to the change in the Consumer Price Index or per capita personal income, whichever is smaller; and, (2) the change in population, which for school agencies is the change in ADA. Proposition 111, adopted in June 1990, amended the Gann limit inflation factor to be based only on the change in per capita personal income.

**RECOMMENDATION:** Staff recommends that the Board of Trustees adopt 2021/2022 Resolution No. 3 GANN Limit Adoption.

**FUNDING:** This action does not require a funding source.

# RESOLUTION NO. 3

2021/2022

Resolution of the Governing Board of the  
Orcutt Union School District

## GANN LIMIT ADOPTION

Whereas, in November 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limits, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann Limit for the 2020/2021 fiscal year and a projected Gann Limit for the 2021/2022 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann Limits for the 2020/2021 and 2021/2022 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2020/2021 and 2021/2022 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provide copies of this resolution along with appropriate attachments to interested citizens of this District;

Passed and adopted by the Board of Trustees of the Orcutt Union School District this 8th day of September, 2021 by the following vote:

AYES:                      NOES:                      ABSENT:

(Signed) \_\_\_\_\_  
Board President



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Holly Edds, Ed.D.  
Superintendent

**FROM:** Nick Taylor, Ed.D.  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** Resolution No. 4, to Commit the General Fund Balance

**BACKGROUND:** Board Policy 3100 allows the Board of Trustees to classify funds balances within five categories: 1.) Nonspendable, 2.) Restricted, 3.) Committed, 4.) Assigned, and 5.) Unassigned. The committed fund balance classification includes amounts that can be used only for the specific purposes determined by the Board of Trustees. The committed fund balance cannot be used for any other purpose unless the Board of Trustees removes or changes the specified use by taking the same type of action (for example, resolution) it employed to previously commit those amounts. The attached Resolution recommends \$11,313,837.51 be designated as committed funds in the 2021-2022 school year to be set aside for economic downturn and declining enrollment purposes, technology refresh purposes, textbook adoption purposes, TK expansion planning, and strategic planning. These designations and amounts are subject to change through a similar Board adopted resolution.

**RECOMMENDATION:** Staff recommends that the Board of Trustees approves Resolution No. 4, to Commit the General Fund Balance as presented.

**FUNDING:** N/A

**ORCUTT UNION SCHOOL DISTRICT**

**Resolution No. 4**

IN THE MATTER OF: COMMIT/UNCOMMIT GENERAL FUND BALANCE, 2020-2021 Unaudited ACTUALS

The following RESOLUTION was duly passed by the Board of Trustees of the Orcutt Union School District, at a regular meeting held on the 8th of September 2021, by the following roll call vote:

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

Signed and approved by me after its passage:

\_\_\_\_\_  
Melanie Waffle, President

Attest:

\_\_\_\_\_  
Mark Steller, Clerk

-----  
**WHEREAS**, school district governing boards are responsible for maintaining the fiscal solvency of the schools they govern;

**WHEREAS**, the Governing Board of the Orcutt Union School District has adopted budget criteria and standards as outlined in Board Policy 3100;

**WHEREAS**, the Governing Board of the Orcutt Union School District wishes to establish a committed fund balance in the general fund in conformance with the standards and criteria established by the state board of education pursuant to Education Code section 33127;

**WHEREAS**, the California Department of Education urges school districts to commit to maintaining a prudent level of financial resources to protect against the need to reduce services because of temporary revenue shortfalls or unpredicted expenditures;

**WHEREAS**, the California Department of Education and the Government Finance Officers Association recommend that school districts maintain committed, assigned, and unassigned reserves of at least two months of operating expenditures or approximately 17 percent reserve to mitigate revenue shortfalls and unanticipated expenditures;

**WHEREAS**, the Governing Board of the Orcutt Union School District wishes to commit funds in the general fund for emergency facility repairs, major textbook adoptions, unexpected costs, management of cash flow, mitigation of volatility in funding or expenditures, unexpected costs for special education students with highly specialized needs, a natural disaster that reduces student attendance and associated state funding, deferred maintenance, or a lawsuit that results in a costly judgment or settlement against the district;

**WHEREAS**, maintaining positive cash flow will diminish the need for borrowing and its associated costs;

**WHEREAS**, California's tax system relies heavily on income taxes paid by individuals and businesses, which are volatile revenue sources;

**WHEREAS**, certain district expenditures such as pension costs can be difficult to predict precisely and are anticipated to increase in costs;

**WHEREAS**, healthy reserves can address these cost increases rather than immediately reducing spending, staffing, and other areas of the budget;

**WHEREAS**, the district can experience unexpected costs for special education students with highly specialized needs, emergency facility repairs, natural disasters that reduce school attendance, and associated school funding for lawsuits that result in costly settlements or judgments against the district;

**WHEREAS**, the district is in need of replacing textbooks and related curriculum, computers, school buses and equipment and facility components that have reached the end of their useful lives such as flooring, or heating and cooling systems;

**WHEREAS**, the district may need to finance the construction of school buildings and other capital projects and cannot rely completely on bond measures or state funding;

**WHEREAS**, in the event that the school district needs to borrow money, healthy reserves will provide the district with a higher rating from the credit rating agencies and lower interest rates;

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

- 1) It is hereby determined that the amount of \$11,313,837.51 is hereby committed from the 2021-2022 General Fund ending balance for the following purposes:
  - a) Other Commitments: \$11,313,837.51
    - i) Technology Update - \$ 1,000,000
    - ii) Textbook Adoption - \$1,000,000
    - iii) Set aside for Economic Downturn / Declining Enrollment - \$5,313,837.51
    - iv) TK Expansion Planning - \$2,000,000
    - v) Strategic Planning - \$2,000,000
- 2) The governing board of the school district, reserves the right to modify these committed funds in the future as the need arises through a similar resolution.

WHEREAS, on June 16, 2021, the Governing Board took action to commit a total of \$10,586,530 for Technology Update (\$1,000,000), Textbook Adoption (\$1,000,000), Cash Flow/COVID Crisis (\$5,086,530), TK Expansion Planning (\$1,500,000) and Strategic Planning (\$2,000,000);

WHEREAS, all previous amounts committed at Adopted Budget are uncommitted and recommitted in the 2020-21 Unaudited Actuals as Reserve for Technology Updates, Textbook Adoption, and Cash Flow/COVID Crisis, TK Expansion Planning, and Strategic Planning.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS: It is hereby determined that the amount of \$10,586,530 is hereby uncommitted from the 2021-22 Adopted Budget ending balance and committed as noted above in section 1.



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Holly Edds, Ed.D.

FROM: Nick Taylor, Ed.D.  
Assistant Superintendent, Business Services

BOARD MEETING DATE: September 8, 2021

BOARD AGENDA ITEM: District and Charter Fund Certification of 2020-21 Unaudited Actuals

BACKGROUND: Educational Code Section 42100 states that “on or before September 15, the governing board of each school district shall approve on a form prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the district for the preceding fiscal year and shall file the statement with the County Superintendent of Schools.”

In keeping with that provision, the Orcutt Union School District is providing the final unaudited actual revenues and expenditures for the 2020-21 year for all funds of the district.

Carryover balances and their respective designations, as well as other budgetary changes, will not be in the budget until the First Interim Report presented later in the year.

With the exception of the beginning balance and reserves, the 2021-22 budget remains unchanged from that adopted on June 16, 2021. Changes in the estimated fund balances due to the 2020-21 actuals are incorporated into the beginning balances for 2021-22 for all funds.

RECOMMENDATION: Staff recommends that the Board of Trustees approve and certify the Unaudited Actuals Finance Report as submitted.

FUND: All Funds as presented herein.



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Holly Edds, Ed.D.

**FROM:** Nick Taylor, Ed.D  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** AB1200 Public Disclosure of proposed Collective Bargaining Agreement – Orcutt Educators Association

**BACKGROUND:** Before entering into a written agreement with a collective bargaining unit, all school districts must disclose at a public meeting, the costs that would be incurred in the current year as a result of the agreement. The Superintendent and Chief Business Official of the district must certify in writing that these costs can be met by the district during the term of the agreement.

Reference: AB 1200 (Chapter 1213/1991), GC 3540.2(a), GC 3547.5 and CCR, Title V and Section 15449.

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve the attached AB 1200 Disclosure as submitted.

**FUNDING:** As presented in the attached AB 1200 Disclosure.



**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
**in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Orcutt Union School District
Name of Bargaining Unit:	Orcutt Educators' Association
Certificated, Classified, Other:	Certificated

The proposed agreement covers the period beginning: **July 1, 2021** and ending: **June 30, 2022**  
(date) (date)

The Governing Board will act upon this agreement on: **September 8, 2021**  
(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement <small>(Complete Years 2 and 3 for multiyear and overlapping agreements only)</small>		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2021-22	2022-23	2023-24
1. <b>Salary Schedule</b> Including Step and Column	\$ 13,044,691			
		0.00%	0.00%	0.00%
2. <b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.		\$ 223,488		
<b>Description of Other Compensation</b>				
3. <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 2,584,058	\$ 43,913		
		1.70%	0.00%	0.00%
4. <b>Health/Welfare Plans</b>	\$ 1,737,305			
		0.00%	0.00%	0.00%
5. <b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 17,366,054	\$ 267,401	\$ -	\$ -
		1.54%	0.00%	0.00%
6. <b>Total Number of Bargaining Unit Employees</b> (Use FTEs if appropriate)	155.20			
7. <b>Total Compensation Average Cost per Bargaining Unit Employee</b>	\$ 111,895	\$ 1,723	\$ -	\$ -
		1.54%	0.00%	0.00%

Orcutt Union School District  
Orcutt Educators' Association

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

No change in percentage.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

Due to a shortage of substitutes and the benefit to students of having their regular teacher in the classroom during this year of COVID, we are giving teachers the option of receiving compensation for the 6 planning days that some of our teachers normally receive. There is no other change in compensation, but bargaining for 21-22 is not yet closed.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

\$18,865 for a family.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Changes to teacher prep/planning time, as mentioned above.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

We believe there will be a positive impact on instructional programs as some teachers will be spending 6 additional days in their classrooms teaching students. Teachers have the option of receiving compensation or taking the planning days. This MOU will be paid for out of COVID relief funds.

Orcutt Union School District  
Orcutt Educators' Association

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

This is an MOU. Negotiations remain open for 21-22.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Restricted COVID relief funding.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

This is a single year agreement. There will not be an impact to the budget in the subsequent years.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit: **Unrestricted General Fund**  
Orcutt Educators' Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 39,083,863		\$ -	\$ 39,083,863
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ 764,607		\$ -	\$ 764,607
Other Local Revenue 8600-8799	\$ 1,483,437		\$ -	\$ 1,483,437
<b>TOTAL REVENUES</b>	\$ 41,331,907		\$ -	\$ 41,331,907
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 16,646,673			\$ 16,646,673
Classified Salaries 2000-2999	\$ 4,836,115			\$ 4,836,115
Employee Benefits 3000-3999	\$ 8,449,241			\$ 8,449,241
Books and Supplies 4000-4999	\$ 1,613,478		\$ -	\$ 1,613,478
Services, Other Operating Expenses 5000-5999	\$ 1,105,468		\$ -	\$ 1,105,468
Capital Outlay 6000-6999	\$ 155,000		\$ -	\$ 155,000
Other Outgo 7100-7299 7400-7499			\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ (186,500)		\$ -	\$ (186,500)
<b>TOTAL EXPENDITURES</b>	\$ 32,619,475	\$ -	\$ -	\$ 32,619,475
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 2,350,000	\$ -	\$ -	\$ 2,350,000
Contributions 8980-8999	\$ (6,206,516)	\$ -	\$ -	\$ (6,206,516)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 155,917	\$ -	\$ -	\$ 155,917
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 13,305,572			\$ 13,305,572
Prior-Year Adjustments/Restatements 9793/9795				\$ -
<b>ENDING FUND BALANCE</b>	\$ 13,461,489	\$ -	\$ -	\$ 13,461,489
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ 46,959	\$ -	\$ -	\$ 46,959
Restricted Amounts 9740				
Committed Amounts 9750-9760	\$ 10,586,530	\$ -	\$ -	\$ 10,586,530
Assigned Amounts 9780	\$ 1,218,000	\$ -	\$ -	\$ 1,218,000
Reserve for Economic Uncertainties 9789	\$ 1,610,000	\$ -	\$ -	\$ 1,610,000
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit: **Restricted General Fund**  
Orcutt Educators' Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 1,237,044		\$ -	\$ 1,237,044
Federal Revenue 8100-8299	\$ 3,736,166		\$ -	\$ 3,736,166
Other State Revenue 8300-8599	\$ 5,154,397		\$ -	\$ 5,154,397
Other Local Revenue 8600-8799	\$ 2,534,835		\$ -	\$ 2,534,835
<b>TOTAL REVENUES</b>	\$ 12,662,442		\$ -	\$ 12,662,442
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 4,510,852	\$ 216,288	\$ -	\$ 4,727,140
Classified Salaries 2000-2999	\$ 2,593,256	\$ -	\$ -	\$ 2,593,256
Employee Benefits 3000-3999	\$ 4,607,372	\$ 42,498	\$ -	\$ 4,649,870
Books and Supplies 4000-4999	\$ 549,651		\$ -	\$ 549,651
Services, Other Operating Expenses 5000-5999	\$ 2,645,139		\$ -	\$ 2,645,139
Capital Outlay 6000-6999	\$ 623,305		\$ -	\$ 623,305
Other Outgo 7100-7299 7400-7499	\$ 2,256,290		\$ -	\$ 2,256,290
Indirect/Direct Support Costs 7300-7399	\$ 79,500		\$ -	\$ 79,500
<b>TOTAL EXPENDITURES</b>	\$ 17,865,365	\$ 258,786	\$ -	\$ 18,124,151
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 531,707	\$ -	\$ -	\$ 531,707
Contributions 8980-8999	\$ 6,206,516	\$ -	\$ -	\$ 6,206,516
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 471,886	\$ (258,786)	\$ -	\$ 213,100
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 1,947,882			\$ 1,947,882
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 2,419,768	\$ (258,786)	\$ -	\$ 2,160,982
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 2,419,768	\$ (258,786)	\$ -	\$ 2,160,982
Committed Amounts 9750-9760				
Assigned Amounts 9780				
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Combined General Fund**  
Bargaining Unit: Orcutt Educators' Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 40,320,907		\$ -	\$ 40,320,907
Federal Revenue 8100-8299	\$ 3,736,166		\$ -	\$ 3,736,166
Other State Revenue 8300-8599	\$ 5,919,004		\$ -	\$ 5,919,004
Other Local Revenue 8600-8799	\$ 4,018,272		\$ -	\$ 4,018,272
<b>TOTAL REVENUES</b>	\$ 53,994,349		\$ -	\$ 53,994,349
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 21,157,524	\$ 216,288	\$ -	\$ 21,373,812
Classified Salaries 2000-2999	\$ 7,429,370	\$ -	\$ -	\$ 7,429,370
Employee Benefits 3000-3999	\$ 13,056,613	\$ 42,498	\$ -	\$ 13,099,111
Books and Supplies 4000-4999	\$ 2,163,129		\$ -	\$ 2,163,129
Services, Other Operating Expenses 5000-5999	\$ 3,750,608		\$ -	\$ 3,750,608
Capital Outlay 6000-6999	\$ 778,305		\$ -	\$ 778,305
Other Outgo 7100-7299 7400-7499	\$ 2,256,290		\$ -	\$ 2,256,290
Indirect/Direct Support Costs 7300-7399	\$ (107,000)		\$ -	\$ (107,000)
<b>TOTAL EXPENDITURES</b>	\$ 50,484,839	\$ 258,786	\$ -	\$ 50,743,625
<b>OTHER FINANCING SOURCES/USES</b>				
Transfer In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 2,881,707	\$ -	\$ -	\$ 2,881,707
Contributions 8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 627,803	\$ (258,786)	\$ -	\$ 369,017
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 15,253,455			\$ 15,253,455
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 15,881,257	\$ (258,786)	\$ -	\$ 15,622,471
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ 46,959	\$ -	\$ -	\$ 46,959
Restricted Amounts 9740	\$ 2,419,768	\$ (258,786)	\$ -	\$ 2,160,982
Committed Amounts 9750-9760	\$ 10,586,530	\$ -	\$ -	\$ 10,586,530
Assigned Amounts 9780	\$ 1,218,000	\$ -	\$ -	\$ 1,218,000
Reserve for Economic Uncertainties 9789	\$ 1,610,000	\$ -	\$ -	\$ 1,610,000
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Fund 11 - Adult Education Fund**

Bargaining Unit:

Orcutt Educators' Association

Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of _____)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>		\$ -		\$ -	\$ -
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299	\$ -		\$ -	\$ -
	7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ -			\$ -
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Fund 12 - Child Development Fund**

Bargaining Unit:

Orcutt Educators' Association

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Fund 13/61 - Cafeteria Fund**

Bargaining Unit:

Orcutt Educators' Association

		Column 1	Column 2	Column 3	Column 4
Object Code		Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>		\$ -		\$ -	\$ -
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ -			\$ -
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Enter Fund: **Fund 09 - Charter**Bargaining Unit: **Orcutt Educators' Association**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 32,201		\$ -	\$ 32,201
Other State Revenue 8300-8599	\$ 9,340,547		\$ -	\$ 9,340,547
Other Local Revenues 8600-8799	\$ 171,501		\$ -	\$ 171,501
<b>TOTAL REVENUES</b>	\$ 9,544,249		\$ -	\$ 9,544,249
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 3,676,145	\$ 7,200	\$ -	\$ 3,683,345
Classified Salaries 2000-2999	\$ 599,855	\$ -	\$ -	\$ 599,855
Employee Benefits 3000-3999	\$ 1,844,940	\$ 1,415	\$ -	\$ 1,846,355
Books and Supplies 4000-4999	\$ 598,083		\$ -	\$ 598,083
Services, Other Operating Expenses 5000-5999	\$ 2,472,166		\$ -	\$ 2,472,166
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 9,191,189	\$ 8,615	\$ -	\$ 9,199,804
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 185,000	\$ -	\$ -	\$ 185,000
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 168,060	\$ (8,615)	\$ -	\$ 159,445
<b>BEGINNING FUND BALANCE</b> 9791	\$ 2,261,090			\$ 2,261,090
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 2,429,150	\$ (8,615)	\$ -	\$ 2,420,535
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 264,687	\$ (8,615)	\$ -	\$ 256,072
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 2,164,463		\$ -	\$ 2,164,463
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ (0)	\$ -	\$ -	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Orcutt Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund:

Bargaining Unit:

Orcutt Educators' Association

Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 07/01/2021)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ -		\$ -	\$ -
Other Local Revenue	8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>		\$ -		\$ -	\$ -
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits	3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies	4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses	5000-5999	\$ -		\$ -	\$ -
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299	\$ -		\$ -	\$ -
	7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ -			\$ -
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Orcutt Union School District

Orcutt Educators' Association

**Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:**

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	N/A
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

## Orcutt Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Unrestricted General Fund MYP**

Bargaining Unit:

Orcutt Educators' Association

Object Code	2021-22	2022-23	2023-24
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 39,083,863	\$ 37,229,474	\$ 37,843,992
Federal Revenue 8100-8299	\$ -	\$ -	
Other State Revenue 8300-8599	\$ 764,607	\$ 756,765	\$ 749,410
Other Local Revenue 8600-8799	\$ 1,483,437	\$ 1,497,795	\$ 1,518,910
<b>TOTAL REVENUES</b>	\$ 41,331,907	\$ 39,484,034	\$ 40,112,312
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 16,646,673	\$ 16,950,373	\$ 17,263,184
Classified Salaries 2000-2999	\$ 4,836,115	\$ 4,908,656	\$ 4,982,286
Employee Benefits 3000-3999	\$ 8,449,241	\$ 9,030,882	\$ 9,150,694
Books and Supplies 4000-4999	\$ 1,613,478	\$ 1,642,843	\$ 1,677,672
Services, Other Operating Expenses 5000-5999	\$ 1,105,468	\$ 1,194,203	\$ 1,491,908
Capital Outlay 6000-6999	\$ 155,000	\$ 20,000	\$ 155,000
Other Outgo 7100-7299	\$ -	\$ -	\$ -
7400-7499			
Indirect/Direct Support Costs 7300-7399	\$ (186,500)	\$ (186,500)	\$ (186,500)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 32,619,475	\$ 33,560,457	\$ 34,534,245
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	
Transfers Out and Other Uses 7600-7699	\$ 2,350,000	\$ 675,000	\$ 700,000
Contributions 8980-8999	\$ (6,206,516)	\$ (6,737,410)	\$ (7,211,960)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 155,917	\$ (1,488,833)	\$ (2,333,892)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 13,305,572	\$ 13,461,489	\$ 11,972,656
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 13,461,489	\$ 11,972,656	\$ 9,638,764
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 46,959	\$ 46,959	\$ 46,959
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ 10,586,530	\$ 9,137,920	\$ 7,304,234
Assigned Amounts 9780	\$ 1,218,000	\$ 1,218,000	\$ 768,000
Reserve for Economic Uncertainties 9789	\$ 1,610,000	\$ 1,569,777	\$ 1,519,571
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## Orcutt Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Restricted General Fund MYP**

Bargaining Unit:

Orcutt Educators' Association

Object Code	2021-22	2022-23	2023-24
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 1,237,044	\$ 1,237,044	\$ 1,237,044
Federal Revenue 8100-8299	\$ 3,736,166	\$ 1,751,897	\$ 1,791,437
Other State Revenue 8300-8599	\$ 5,154,397	\$ 3,866,837	\$ 2,649,699
Other Local Revenue 8600-8799	\$ 2,534,835	\$ 2,496,581	\$ 2,391,093
<b>TOTAL REVENUES</b>	\$ 12,662,442	\$ 9,352,359	\$ 8,069,273
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 4,727,140	\$ 3,768,053	\$ 3,249,306
Classified Salaries 2000-2999	\$ 2,593,256	\$ 2,590,135	\$ 2,349,299
Employee Benefits 3000-3999	\$ 4,649,870	\$ 4,563,591	\$ 4,291,422
Books and Supplies 4000-4999	\$ 549,651	\$ 552,135	\$ 363,914
Services, Other Operating Expenses 5000-5999	\$ 2,645,139	\$ 2,612,928	\$ 1,991,900
Capital Outlay 6000-6999	\$ 623,305	\$ 1,023,305	\$ 35,636
Other Outgo 7100-7299	\$ 2,256,290	\$ 2,350,791	\$ 2,450,017
7400-7499			
Indirect/Dirrect Support Costs 7300-7399	\$ 79,500	\$ 79,500	\$ 34,500
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 18,124,151	\$ 17,540,438	\$ 14,765,994
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 531,707	\$ 550,000	\$ 550,000
Contributions 8980-8999	\$ 6,206,516	\$ 6,737,410	\$ 7,211,960
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 213,100	\$ (2,000,670)	\$ (34,761)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 1,947,882	\$ 2,160,982	\$ 160,313
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 2,160,982	\$ 160,313	\$ 125,551
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 2,160,982	\$ 160,313	\$ 125,551
Committed Amounts 9750-9760			
Assigned Amounts 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ (0)	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## Orcutt Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Combined General Fund MYP**

Bargaining Unit:

Orcutt Educators' Association

Object Code	2021-22	2022-23	2023-24
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 40,320,907	\$ 38,466,518	\$ 39,081,036
Federal Revenue 8100-8299	\$ 3,736,166	\$ 1,751,897	\$ 1,791,437
Other State Revenue 8300-8599	\$ 5,919,004	\$ 4,623,602	\$ 3,399,109
Other Local Revenue 8600-8799	\$ 4,018,272	\$ 3,994,377	\$ 3,910,003
<b>TOTAL REVENUES</b>	\$ 53,994,349	\$ 48,836,393	\$ 48,181,585
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 21,373,812	\$ 20,718,426	\$ 20,512,491
Classified Salaries 2000-2999	\$ 7,429,370	\$ 7,498,792	\$ 7,331,585
Employee Benefits 3000-3999	\$ 13,099,111	\$ 13,594,472	\$ 13,442,117
Books and Supplies 4000-4999	\$ 2,163,129	\$ 2,194,979	\$ 2,041,585
Services, Other Operating Expenses 5000-5999	\$ 3,750,608	\$ 3,807,131	\$ 3,483,808
Capital Outlay 6000-6999	\$ 778,305	\$ 1,043,305	\$ 190,636
Other Outgo 7100-7299	\$ 2,256,290	\$ 2,350,791	\$ 2,450,017
7400-7499			
Indirect/Direct Support Costs 7300-7399	\$ (107,000)	\$ (107,000)	\$ (152,000)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 50,743,625	\$ 51,100,895	\$ 49,300,239
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 2,881,707	\$ 1,225,000	\$ 1,250,000
Contributions 8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 369,017	\$ (3,489,503)	\$ (2,368,654)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 15,253,455	\$ 15,622,471	\$ 12,132,969
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 15,622,471	\$ 12,132,969	\$ 9,764,315
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 46,959	\$ 46,959	\$ 46,959
Restricted Amounts 9740	\$ 2,160,982	\$ 160,313	\$ 125,551
Committed Amounts 9750-9760	\$ 10,586,530	\$ 9,137,920	\$ 7,304,234
Assigned Amounts 9780	\$ 1,218,000	\$ 1,218,000	\$ 768,000
Reserve for Economic Uncertainties 9789	\$ 1,610,000	\$ 1,569,777	\$ 1,519,571
Unassigned/Unappropriated Amount 9790	\$ -	\$ (0)	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

Orcutt Union School District  
 Orcutt Educators' Association

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

		2021-22	2022-23	2023-24
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 53,625,333	\$ 52,325,895	\$ 50,550,239
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 53,625,333	\$ 52,325,895	\$ 50,550,239
d.	State Standard Minimum Reserve Percentage for this District Enter percentage →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 1,608,760	\$ 1,569,777	\$ 1,516,507

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,610,000	\$ 1,569,777	\$ 1,519,571
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 1,610,000	\$ 1,569,777	\$ 1,519,571
f.	Reserve for Economic Uncertainties Percentage	3.00%	3.00%	3.01%

3. Do unrestricted reserves meet the state minimum reserve amount?

2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2022-23	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2023-24	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?



**5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 267,401
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (258,786)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ -
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ (8,615)
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (267,401)
<b>Variance</b>	\$ -

**Variance Explanation:**

N/A

**6. Will this agreement create or increase deficit financing in the current or subsequent years?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

<u>General Fund Combined</u>	<u>Surplus/ (Deficit)</u>	<u>(Deficit) %</u>	<u>Deficit primarily due to:</u>
Current FY Surplus/(Deficit) before settlement(s)?	\$ 627,803	1.2%	
Current FY Surplus/(Deficit) after settlement(s)?	\$ 369,017	0.7%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (3,489,503)	(6.7%)	declining enrollment
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (2,368,654)	(4.7%)	declining enrollment

**Deficit Reduction Plan (as necessary):**

The settlement is for one year only and is not impacting the deficit in the out years. Other adjustments to the budget will be made as required in order to reduce or eliminate the deficit

**Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd**

**7. Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

<u>MYP</u>	<u>Amount</u>	<u>"Other Adjustments" Explanation</u>
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	



Orcutt Educators' Association

**J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD**

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2021-22	2022-23	2023-24
a. LCFF Funding per ADA	8,540.00	8,951.00		
b. Amount Change from Prior Year Funding per ADA		411.00	-	-
c. Percentage Change from Prior Year Funding per ADA		4.81%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		267,401.00	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		1.54%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	-	-

**K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the \_\_\_\_\_ District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from \_\_\_\_\_ to \_\_\_\_\_.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

<b>Budget Adjustment Increase/(Decrease)</b>	
\$	-
\$	267,401
\$	(267,401)

Subsequent Years

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

<b>Budget Adjustment Increase/(Decrease)</b>	
\$	-
\$	-
\$	-

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

\_\_\_ I hereby certify                      \_\_\_ I am unable to certify

\_\_\_\_\_  
**District Superintendent**  
 (Signature)

\_\_\_\_\_  
**Date**

\_\_\_ I hereby certify                      \_\_\_ I am unable to certify

\_\_\_\_\_  
**Chief Business Official**  
 (Signature)

\_\_\_\_\_  
**Date**

**Special Note:** The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.

Orcutt Union School District  
Orcutt Educators' Association

**Assumptions and Explanations** (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

[Empty lined area for assumptions]

This MOU is to give teachers the option to receive compensation instead of taking the 6 planning days that some of our classroom teachers normally receive. This is due to the shortage of substitutes and the fact that during this year when students have been significantly impacted due to COVID and learning loss, it is even more important to have their regular teacher in the classroom as much as possible as opposed to a substitute teacher. This MOU is for one year only and expires on June 30, 2022. Teachers are normally allocated two planning days per trimester. When those days are not used, the teacher will be paid at the rate of \$240/day.

[Empty lined area for assumptions]

Concerns regarding affordability of agreement in subsequent years (if any):

Agreement expires on June 30, 2022  
[Empty lined area for concerns]

**L. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Orcutt Union School District

**District Name**

\_\_\_\_\_

**District Superintendent  
(Signature)**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Contact Person**

\_\_\_\_\_

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on September 8, 2021, took action to approve the proposed agreement with the Orcutt Educators' Association Bargaining Unit(s).

\_\_\_\_\_

**President (or Clerk), Governing Board  
(Signature)**

\_\_\_\_\_

**Date**

**Special Note:** The Santa Barbara County Education Office may request additional information, as necessary, to review the district's compliance with requirements.



## BUSINESS SERVICES MEMORANDUM

TO: Board of Trustees  
Holly Edds, Ed.D.

FROM: Nick Taylor, Ed.D  
Assistant Superintendent, Business Services

BOARD MEETING DATE: September 8, 2021

BOARD AGENDA ITEM: Notice of Completion – Orcutt District I.T. Building

BACKGROUND: On March 11, 2020, the Board of Trustees awarded the bid for the Orcutt District I.T. Building. The objective of this project was to complete the construction of a new 4,600 square foot building to house the technology and enrollment departments, create meeting space for student activities and classes, staff meetings and trainings, and parent education. The building will become a part of the district office complex as building L. The work commenced on March 20, 2019 and was completed and signed off by TELACU Construction Management and the OUSD construction management team on September 3, 2021.

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Orcutt District I.T. Building as complete.

FUNDING: N/A

Recording requested by  
And when recorded mail to:

Orcutt Union School District  
Dr. Holly Edds  
500 Dyer St.  
Orcutt, CA 93455

SPOCEABOVm:s LINE FOR RECORDER'S USE

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## 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 Orcutt District I.T. Building (Innovation Center) on the said property described below was completed on September 3<sup>rd</sup>, 2021. The work done was: new construction of a District I.T. Building at site listed on #7.
5. The name of the general contractor, if any, for such work of was Quincon, Inc. contract date, March 20 2020.
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 Orcutt Junior High School APN #105-330-010, 608 Pinal Ave., Orcutt, CA 93455

\_\_\_\_\_

Date

Owner – Orcutt Union School District

\_\_\_\_\_  
Signed by Dr. Holly Edds, 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: Wednesday, September 8, 2021

Owner: Orcutt Union School District

Signed by \_\_\_\_\_

Dr. Holly Edds, Superintendent





## SUPERINTENDENT MEMORANDUM

**TO:** Board of Trustees

**FROM:** Holly Edds, Ed.D  
Superintendent

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** Consideration of names for Building L, the Orcutt District I.T. Building.

**BACKGROUND:** On September 3, 2021 the Orcutt District I.T. Building Project was completed. The building was constructed to house the district technology and enrollment departments. It also created some much-needed space for student activities and classes and staff meetings and trainings. This discussion will consider alternate names for this building. Some names for consideration are as follows:

- The Education Center/Complex
- The Scholastic Center/Complex
- The Cultivation Center/Complex
- Teaching and Learning Center
- Center for Technology and Innovation

Naming of this building also requires the Board waive Board Policy 7310, Naming of Facilities.

**RECOMMENDATION:** Staff recommends that the Board of Trustees designate a name for the Orcutt District I.T. Building and waive Board policy 7310.

**FUNDING:** This action does not require a funding source.



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Holly Edds, Ed.D.

**FROM:** Nick Taylor, Ed.D.  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** Approval of Professional Services Agreement with Cannon to Perform Topographical Survey at Lakeview Jr. High School

**BACKGROUND:** In order to continue the design of the Lakeview Junior High School Science Classroom Project, the Architect needs topographic survey information identifying the existing conditions of the site. Cannon shall obtain copies of record data maps, establish horizontal and vertical survey control points, obtain ground specific field locations and elevations and note existing utilities and compile this information on to a Topographic Survey Map for the District and design team's use.

**RECOMMENDATION:** Staff recommends ratification of the Professional Services Agreement with Cannon in the amount of \$6,707.00.

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



June 28, 2021

Mr. Blaine Yoder  
Director  
Telacu Construction Management  
604 N Eckoff Street  
Orange Ca. 92868

**PROJECT: PN 200940 Lakeview Junior High School Boundary & Topography Survey**

Dear Mr. Yoder,

The following is our proposal for the requested Land Survey Services per the project RFP for:

Orcutt Union School District  
Lakeview Junior High School  
3700 Orcutt Rd  
Santa Maria, CA 93455

This project is considered a prevailing wage project as of June 28, 2021

**SCOPE OF SERVICES**

**1. Research & Project Set Up**

Cannon shall obtain copies of record data maps (i.e.: Tract Maps, Parcel Maps and Records of Survey), Corner Records, Centerline Tie Notes from San Luis Obispo County. Cannon shall provide necessary project coordination, survey crew coordination and office support calculations to dispatch survey crews with all necessary support data.

**2. Horizontal, Vertical and Boundary Control**

Cannon shall establish project horizontal and vertical control based upon documents and data found during the research phase. Location of existing site survey monuments shall be mapped as a means of establishing record boundary and centerline information to be used in the resolution of the record project boundary. No Title Report has been provided.

**3. Site Topography (See Exhibit A)**

**A. Field Locations & Elevations**

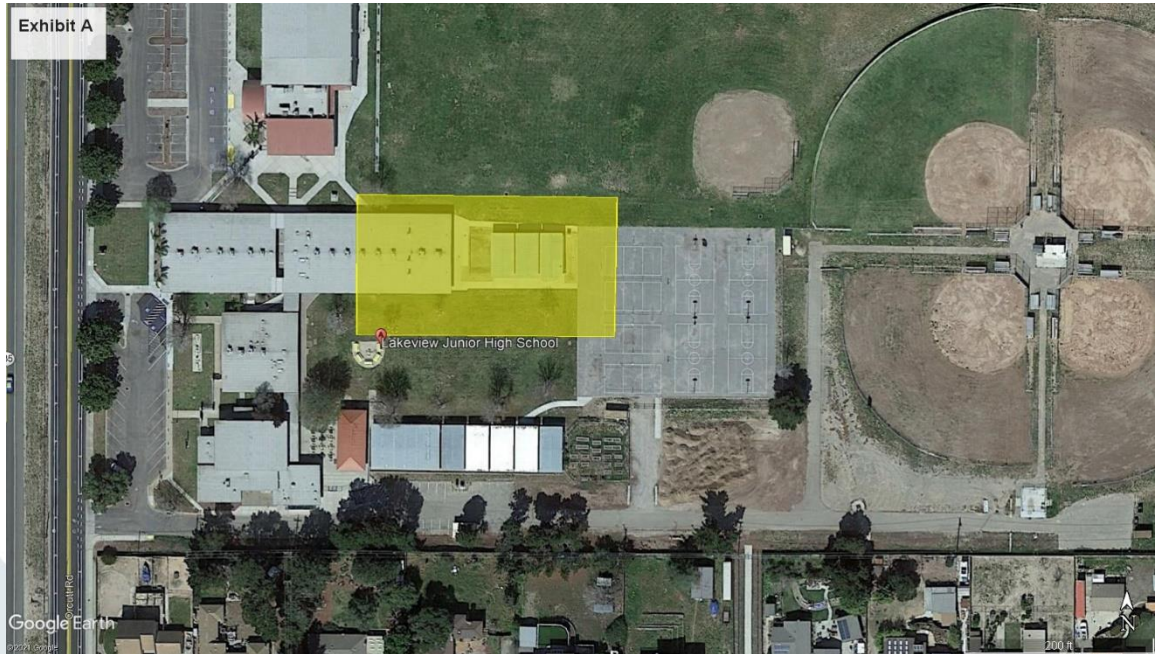
Cannon shall obtain ground specific field locations and elevations within the defined mapping limits. Said areas shall include the existing roadways, concrete walkways, ADA ramps, curbs, gutters, visible utilities, and finish pavement, and all visible and accessible surface culture. All accessible drainage structures and manholes shall be detailed to show invert elevations and estimated pipe sizes.

## B. Compile Topographic Survey Map

Cannon shall prepare a detailed Topographic Survey Map based upon on the ground locations and elevations within the defined mapping limits in accordance with the ALTA/NSPS Land Title Surveys 2016 mapping requirements for the project specified area.

Said mapping shall include:

1. A scale of 1' = 20';
2. One (1.0') foot Contours;
3. Fifty (50') foot or less spot elevations;
4. Hardscape areas & sidewalk paths;
5. Identification of visible field located utilities and existing utilities as discovered by means of field survey.





## Fee Breakdown

PHASE & TASK	DESCRIPTION	# TRIPS	SPM	PA	SPS	ST	SC2 PW	SUB	TOT. HRS.	TOTAL FEE
			220	62	171	105	295			
100	Research, Project Setup		2	1	2				5	\$844
200	Horizontal, Vertical & Boundary Control	1	1		6		3		10	\$2,131
300	Ground Specific Topography (See Exhibit A)		1	1		16	6		24	\$3,732
	<b>SUBTOTAL</b>	1	4	2	8	16	9		39	\$6,707
	Optional Items								0	\$0
	<b>Subtotal</b>	0	0	0	0	0	0		0	\$6,707
	<b>TOTALS</b>	1	4	2	8	16	9	\$0	39	

Sub-Total     **\$6,707**      
 Reimbursables \_\_\_\_\_  
**TOTAL**     **\$6,707**    

All other requests for surveying services (e.g. as-builts, certifications other than scoped above, property line surveys, offsite improvement surveys, re-staking, certifications other than those scoped above, etc.) will be considered “extra” services and will be billed at our hourly rates currently in effect, or per separate Additional Services Agreement.

### Authorization

Please contact me to discuss final contract terms and conditions or to obtain additional information.

Sincerely,

J Braley, PLS  
 Survey Manager  
 LS 8446



## Survey Hourly Rates

Effective January 1, 2020 through December 31, 2021

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Principal	\$ 244.00
Survey Manager	\$ 220.00
Land Surveyor III	\$ 171.00
Survey Technician III	\$ 130.00
Survey Technician I	\$ 105.00
1-Man Field Crew Prevailing Wage	\$ 220.00
2-Man Field Crew	\$ 245.00
3-Man Field Crew	\$ 325.00
2-Man Field Crew Prevailing Wage	\$ 295.00
3-Man Field Crew Prevailing Wage	\$ 425.00
Business Services Administrator I	\$ 62.00

The stated rates are subject to change, typically on an annual basis.

### REIMBURSABLE COSTS

- Including: reproductions; deliveries; travel; meals and lodging; facsimiles; models, renderings and photos; Mylars; and CDs, not included in scope of work.
- Reimbursable costs will be billed at cost plus 15%
- Automation & Electrical Materials will be billed at cost plus 10%.
- Subconsultant fees will be billed at cost plus 10%.
- Standard Mileage will be billed at the current IRS standard mileage rate Airplane Mileage will be billed at the current GSA rate per mile.
- If the client requests, or the client's schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the stated rates for weekdays for daily hours in excess of 8 as well as weekends and a multiplier of 2.0 for daily hours in excess of 12 and holidays.
- If the client requests field services to be provided outside of normal working hours (between 6:00 p.m. and 6:00 a.m.), a multiplier of 1.5 will be applied to the stated rates. For prevailing wage projects, if the client requests field services to be provided on any given Sunday, a multiplier of 2.0 will be applied to the stated rates and on or around an observed holiday, other rates may be applied.
- Survey Crews and Automation Field staff are billed portal to portal, and mileage charges are included in the hourly rate. A minimum charge of 4 hours will be charged for any Automation Field Service calls outside of normal working hours (between 6:00 p.m. and 6:00 a.m.).





**ACCEPTANCE OF PROPOSAL**

Proposal Date: June 28, 2021

Client: Telacu Construction Management  
604 N Eckoff Street  
Orange Ca. 92868

Project: Lakeview Junior HS

Scope of Work: Record Boundary & Ground Specific Topography Survey

Fixed Fees: \$6,707.00

Reimbursable Fees: \_\_\_\_\_


Cannon bills monthly for work in progress and payment is due within 30 calendar days of invoice date. Reimbursables are not included in fixed fee; If the client requests, or the client’s schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the above rates for weekdays for daily hours in excess of 8 as well as weekends and a multiplier of 2.0 for daily hours in excess of 12 and holidays.

Please indicate your acceptance of this proposal by signing below.

In witness whereof, the parties hereto have caused this agreement consisting of proposal letter, any other necessary and applicable documents to be executed of the date and year first above written. Cannon hereinafter referred to as Cannon. The Client, as noted below, hereinafter referred to as Client.

Client: Telacu Construction Management      Cannon Corporation

x   
Telacu Construction Management  
Title **Director**

  
\_\_\_\_\_  
J Braley, PLS  
Survey Manager  
LS 8446

Date: 07.19.21

Date: June 28, 2021



## **ASSUMPTIONS & EXCLUSIONS**

### **A. Additional Services**

The work to be performed is strictly limited to those items detailed in the Scope of Work above and the project RFP. All work not set forth in the Scope of Work and the project RFP shall be deemed additional work. Should additional work be required, it is the responsibility of Client to initiate negotiations for such work. Additional Work will be charged at our regular hourly rates, per the attached Fee Schedule, and includes the time for travel to the jobsite. Additional work will not be commenced without written authorization from Client.

Items of work that are not clearly defined prior to the authorization to proceed will be performed on a Time and Materials (T&M) basis per the attached Fee Schedule or upon such lump sum addition to the contract, as agreed upon by Client prior to proceeding with such items of work.

### **B. Contract Payment and Reimbursable Expenses**

1. Payments are due and payable according to monthly billings as the work progresses. Amounts over 30 days past due will be subject to 1.5% per month service charge.
2. Courier service, blueprinting, and reproduction costs shall be at Client's expense and include a 15% handling fee, and shall be invoiced on a monthly basis.





## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Holly Edds, Ed.D.

**FROM:** Nick Taylor, Ed.D.  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** Approval of Professional Services Agreement with Cannon to Perform Topographical Survey at Olga Reed Elementary School.

**BACKGROUND:** In order to continue the design of the Olga Reed Modernization Project, the Architect needs topographic survey information identifying the existing conditions of the site. Cannon shall obtain copies of record data maps, establish horizontal and vertical survey control points, obtain ground specific field locations and elevations and note existing utilities and compile this information on to a Topographic Survey Map for the District and design team's use.

**RECOMMENDATION:** Staff recommends ratification of the Professional Services Agreement with Cannon in the amount of \$6,927.00.

**FUNDING:** Fund 21 – Building fun for the Measure G Bond



June 28, 2021

Mr. Blaine Yoder  
Director  
Telacu Construction Management  
604 N Eckoff Street  
Orange Ca. 92868

**PROJECT: PN 210642 Olga Reed Elementary School Boundary & Topography Survey**

Dear Mr. Yoder,

The following is our proposal for the requested Land Survey Services per the project RFP for:

Orcutt Union School District  
Olga Reed ES  
480 Centennial Street  
Los Alamos, CA 934440

This project is considered a prevailing wage project as of June 28, 2021. We anticipate a 5-7 delivery time frame from notice to proceed and access the site. Weather permitting.

### **SCOPE OF SERVICES**

#### **1. Research & Project Set Up**

Cannon shall obtain copies of record data maps (i.e.: Tract Maps, Parcel Maps and Records of Survey), Corner Records, Centerline Tie Notes from San Luis Obispo County. Cannon shall provide necessary project coordination, survey crew coordination and office support calculations to dispatch survey crews with all necessary support data.

#### **2. Horizontal, Vertical and Boundary Control**

Cannon shall establish project horizontal and vertical control based upon documents and data found during the research phase. Location of existing site survey monuments shall be mapped as a means of establishing record boundary and centerline information to be used in the resolution of the record project boundary. No Title Report has been provided.

#### **3. Site Topography (See Exhibit A)**

##### **A. Field Locations & Elevations**

Cannon shall obtain ground specific field locations and elevations within the defined mapping limits. Said areas shall include the existing roadways, concrete walkways, ADA ramps, curbs, gutters, visible utilities, and finish pavement, and all visible and accessible surface culture. All accessible drainage structures and manholes shall be detailed to show invert elevations and estimated pipe sizes.

## B. Compile Topographic Survey Map

Cannon shall prepare a detailed Topographic Survey Map based upon on the ground locations and elevations within the defined mapping limits in accordance with the ALTA/NSPS Land Title Surveys 2016 mapping requirements for the project specified area.

Said mapping shall include:

1. A scale of 1' = 20';
2. One (1.0') foot Contours;
3. Fifty (50') foot or less spot elevations;
4. Hardscape areas & sidewalk paths;
5. Identification of visible field located utilities and existing utilities as discovered by means of field survey.





## Fee Breakdown

PHASE & TASK	DESCRIPTION	# TRIPS	SPM	PA	SPS	SST	ST	SC2 PW	SUB	TOT. HRS.	TOTAL FEE
			220	62	171	130	105	295			
100	Research, Project Setup		2	1	2					5	\$844
200	Horizontal, Vertical & Boundary Control	1	2		6			3		11	\$2,351
300	Ground Specific Topography (See Exhibit A)	1	1	1			16	6		24	\$3,732
	<b>SUBTOTAL</b>	2	5	2	8	0	16	9		40	\$6,927
	Optional Items										
										0	\$0
	<b>Subtotal</b>	0	0	0	0	0	0	0		0	\$6,927
	<b>TOTALS</b>	2	5	2	8	0	16	9	\$0	40	

Sub-Total	<b>\$6,927</b>
Reimbursables	
<b>TOTAL</b>	<b>\$6,927</b>

All other requests for surveying services (e.g. as-builts, certifications other than scoped above, property line surveys, offsite improvement surveys, re-staking, certifications other than those scoped above, etc.) will be considered “extra” services and will be billed at our hourly rates currently in effect, or per separate Additional Services Agreement.

### Authorization

Please contact me to discuss final contract terms and conditions or to obtain additional information.

Sincerely,

J Braley, PLS  
Survey Manager  
LS 8446



## Survey Hourly Rates

Effective January 1, 2020 through December 31, 2021

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Principal	\$ 244.00
Survey Manager	\$ 220.00
Land Surveyor III	\$ 171.00
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3-Man Field Crew	\$ 325.00
2-Man Field Crew Prevailing Wage	\$ 295.00
3-Man Field Crew Prevailing Wage	\$ 425.00
Business Services Administrator I	\$ 62.00

The stated rates are subject to change, typically on an annual basis.

### REIMBURSABLE COSTS

- Including: reproductions; deliveries; travel; meals and lodging; facsimiles; models, renderings and photos; Mylars; and CDs, not included in scope of work.
- Reimbursable costs will be billed at cost plus 15%
- Automation & Electrical Materials will be billed at cost plus 10%.
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- If the client requests, or the client's schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the stated rates for weekdays for daily hours in excess of 8 as well as weekends and a multiplier of 2.0 for daily hours in excess of 12 and holidays.
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- Survey Crews and Automation Field staff are billed portal to portal, and mileage charges are included in the hourly rate. A minimum charge of 4 hours will be charged for any Automation Field Service calls outside of normal working hours (between 6:00 p.m. and 6:00 a.m.).



**ACCEPTANCE OF PROPOSAL**

Proposal Date: June 28, 2021

Client: Telacu Construction Management  
604 N Eckoff Street  
Orange Ca. 92868

Project: Olga Reed ES

Scope of Work: Record Boundary & Ground Specific Topography Survey

Fixed Fees: 6,927.00

Reimbursable Fees: \_\_\_\_\_


Cannon bills monthly for work in progress and payment is due within 30 calendar days of invoice date. Reimbursables are not included in fixed fee; If the client requests, or the client’s schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the above rates for weekdays for daily hours in excess of 8 as well as weekends and a multiplier of 2.0 for daily hours in excess of 12 and holidays.

Please indicate your acceptance of this proposal by signing below.

In witness whereof, the parties hereto have caused this agreement consisting of proposal letter, any other necessary and applicable documents to be executed of the date and year first above written. Cannon hereinafter referred to as Cannon. The Client, as noted below, hereinafter referred to as Client.

Client: Telacu Construction Management                      Cannon Corporation

x   
Telacu Construction Management  
Title **Director**

  
J Braley, PLS  
Survey Manager  
LS 8446

Date: 07.19.21

Date: June 28, 2021





## **ASSUMPTIONS & EXCLUSIONS**

### **A. Additional Services**

The work to be performed is strictly limited to those items detailed in the Scope of Work above and the project RFP. All work not set forth in the Scope of Work and the project RFP shall be deemed additional work. Should additional work be required, it is the responsibility of Client to initiate negotiations for such work. Additional Work will be charged at our regular hourly rates, per the attached Fee Schedule, and includes the time for travel to the jobsite. Additional work will not be commenced without written authorization from Client.

Items of work that are not clearly defined prior to the authorization to proceed will be performed on a Time and Materials (T&M) basis per the attached Fee Schedule or upon such lump sum addition to the contract, as agreed upon by Client prior to proceeding with such items of work.

### **B. Contract Payment and Reimbursable Expenses**

1. Payments are due and payable according to monthly billings as the work progresses. Amounts over 30 days past due will be subject to 1.5% per month service charge.
2. Courier service, blueprinting, and reproduction costs shall be at Client's expense and include a 15% handling fee, and shall be invoiced on a monthly basis.



## BUSINESS SERVICES MEMORANDUM

**TO:** Board of Trustees  
Holly Edds, Ed.D.

**FROM:** Nick Taylor, Ed.D  
Assistant Superintendent, Business Services

**BOARD MEETING DATE:** September 8, 2021

**BOARD AGENDA ITEM:** Board Policy 3230, Federal Grant Funds

**BACKGROUND:** New policy for OUSD to reflect New Federal Regulations (85 Fed. Reg. 49506) effective November 12, 2020, which clarify and renumber requirements for the use and accounting of Federal Grant Funds. New policy reflects an update to the Uniform Guidance which extends the timeframe for submitting the final performance report from 90 to 120 calendar days after the ending date of the grant.

**RECOMMENDATION:** Staff recommends that the Board of Trustees adopt Board Policy 3230 as presented for the first reading.

**FUNDING:** N/A



**Federal Grant Funds**

The Governing Board recognizes the district's responsibility to maintain fiscal integrity and transparency in the use of all funds awarded through federal grants. The district shall comply with all requirements detailed in any grant agreement with an awarding agency and with the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards specified in 2 CFR 200.0-200.521 and any stricter state laws and district policy.

Any goods or services purchased with federal funds shall be reasonable in cost and necessary for the proper and efficient performance or administration of the program.

The Superintendent or designee shall ensure that the district's financial management systems and procedures provide for the following: (2 CFR 200.302)

1. Identification in district accounts of each federal award received and expended and the federal program under which it was received
2. Accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the reporting requirements of 2 CFR 200.328 and 200.329
3. Records and supporting documentation that adequately identify the source and application of funds for federally funded activities, including information pertaining to federal awards, authorizations, financial obligations, unobligated balances, assets, expenditures, income, and interest
4. Effective control over and accountability for all funds, property, and other assets and assurance that all assets are used solely for authorized purposes
5. Comparison of actual expenditures with budgeted amounts for each federal award
6. Written procedures to implement provisions governing payments as specified in 2 CFR 200.305
7. Written procedures for determining the allowability of costs in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the federal grant award

The Superintendent or designee shall develop and implement appropriate internal control processes to reasonably assure that transactions are properly executed, recorded, and accounted for so that the district can prepare reliable financial statements and federal reports, maintain accountability over assets, and demonstrate compliance with federal laws, regulations, and conditions of the federal award. (2 CFR 200.61, 200.62, 200.303)

Equipment purchased with federal funds shall be properly inventoried and adequately maintained to safeguard against loss, damage, or theft of the property.

All staff involved in the administration or implementation of programs and activities supported by federal funds shall receive information and training on the allowable use of federal funds, purchasing procedures, and reporting processes commensurate with their duties.

The district shall submit financial and performance reports to the awarding agency in accordance with the schedule and indicators required for that federal grant by law and the awarding agency. As required, such reports may include a comparison of actual accomplishments to the objectives of the federal award, the relationship between financial data and performance accomplishments, the reasons that established goals were not met if applicable, cost information to demonstrate cost-effective practices, analysis and explanation of any cost overruns or high unit costs, and other relevant information. The final performance report shall be submitted no later than 120 calendar days after the ending date of the grant. (2 CFR 200.301, 200.328, 200.329)

*State Description*

Ed. Code 42122-42129: Budget requirements

Ed. Code 64001: School plan for student achievement, consolidated application programs Federal Description

2 CFR 180.220: Amount of contract subject to suspension and debarment rules

2 CFR 200.0-200.521: Federal uniform grant guidance

2 CFR 200.1-200.99: Definitions

2 CFR 200.100-200.113: General provisions

2 CFR 200.317-200.326: Procurement standards

2 CFR 200.327-200.329: Monitoring and reporting

2 CFR 200.333-200.337: Record retention

2 CFR 200.400-200.475: Cost principles

2 CFR 200.500-200.521: Audit requirements

34 CFR 76.730-76.731: Records related to federal grant programs

48 CFR 2.101: Federal acquisition regulation; definitions

*Management Resources Description*

California Department of Education Publication: California Department of Education Audit Guide

California Department of Education Publication: California School Accounting Manual

Education Audit Appeals Panel Publication: Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

U.S. Department of Education Publication: Questions and Answers Regarding 2 CFR Part 200, March 17, 2016

Website: U.S. Government Accountability Office

Website: Office of Management and Budget, Uniform Guidance

Website: State Controller's Office

Website: System for Award Management (SAM)

Website: Education Audit Appeals Panel

Website: U.S. Department of Education

Website: California Department of Education

Policy Adopted: 10-13-21

Orcutt Union School District  
Orcutt, California

**Joseph Dana**  
**Assistant Superintendent of Educational Services**



August 24, 2021

To: Dr. Holly Edds, District Superintendent  
From: Joe Dana  
Re: Annual Public Hearing on Sufficiency of Instructional Materials

## Background

Assembly Bill 831 took effect on July 25, 2005. AB 31 modified the annual public hearing requirement in Education Code Section 60119. Under that section the governing board of every local education agency that receives state instructional materials funds must hold an annual public hearing before the end of the eighth week from the first day pupils attend school for that year. At this public hearing the board must make a determination as to whether each pupil in each school has sufficient textbooks or instructional materials that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in English/language arts, mathematics, science, and history/social science.

## Recommendation

Staff recommends that the governing board hold this required public hearing at its regular meeting on September 8, 2021. Associated with this public hearing is Orcutt Union School District 2021/2022 Resolution No. 5 Regarding Sufficiency of Instructional Materials.

## Fiscal Impact

If the governing board holds this required public hearing and declares through a resolution that the Orcutt Union School District has met the requirement of sufficiency of instructional materials as defined in the Williams Settlement and AB831, there is no fiscal impact.

**Joseph Dana**  
**Assistant Superintendent of Educational Services**



August 24, 2021

To: Dr. Holly Edds, District Superintendent  
From: Joe Dana  
Re: Disposal of Obsolete Textbooks and Library Books

## Background

In accordance with Board Policy 3260, Sales and Disposal of Books, Equipment, and Supplies, we are requesting permission to dispose of obsolete textbooks and instructional materials.

For background, instructional materials may be considered obsolete or unusable when they:

- Contain information rendered inaccurate or incomplete by new discoveries or technologies
- Are replaced by more recent versions or editions
- Are no longer an adopted textbook
- Are damaged beyond use or repair

The process used in discarding obsolete materials is as follows:

- Principals are informed of procedures regarding disposal of obsolete instructional materials.
- Media Specialists are requested to send obsolete instructional materials to the IMC.
- District teachers are notified concerning the availability of discarded and obsolete instructional materials. All district teachers have the opportunity to review and select any materials before discard occurs.
- Private schools and nonprofit organizations are notified of the availability of discarded and obsolete instructional materials. Private schools and nonprofit organizations have the opportunity to take any of the obsolete materials.

After a thorough review of the holdings in each school's library and district instructional materials, it has been determined that the following types of library books and instructional materials are obsolete and should be disposed of according to district policy:

- Fiction library books which have not been checked out in a number of years;
- Non-fiction library books which have not been checked out in a number of years and/or which have inaccurate or outdated factual information; and
- Any textbook which has been declared obsolete and still remains in the district's possession.

## Recommendation

Staff recommends that library books and instructional materials that fall into the above categories be approved for immediate disposal in accordance with Board Policy 3260.

## Fiscal Impact

Educational Services will incur a cost of approximately \$250 to place a public notice in the local newspaper prior to the disposal of obsolete textbooks. This cost will be charged to the district's curriculum budget.

# Joseph Dana

## Assistant Superintendent of Educational Services



September 1, 2021

To: Dr. Holly Edds, District Superintendent  
From: Joe Dana  
Re: Recommended Revisions in Orcutt Academy Charter Document

### Background

On August 6, 2021, District Superintendent Dr. Holly Edds made the decision to switch the affiliation of the district's independent study program from the Orcutt Academy Charter to the district itself. The program will become its own entity under the umbrella of the Orcutt Union School District. A separate action item for the September 8, 2021, board meeting will seek board approval for the establishment of a new district school, the Orcutt School for Independent Study. The narrative accompanying the other action item will explore the rationale and opportunities underlying Dr. Edds' decision.

Meantime, because the independent study program is being removed from the Orcutt Academy Charter, revisions need to be made to the charter document to excise mention of the program. These revisions occur throughout the document and are shown in the pages following this memo.

One change that bears mentioning occurs in Element Eight: Admissions Policies and Procedures. The charter document had given students who completed the entirety of grades 5, 6, 7, and 8 with Orcutt Academy Independent Study automatic admission to Orcutt Academy High School. Although this aspect of the charter no longer will be in effect, it is our intention to fulfill this promise to current independent study students enrolled in Orcutt Academy Independent Study in 2020-2021 who qualify for this provision.

### Recommendation

Staff recommends that the Board of Trustees, as the governing board of the Orcutt Academy Charter School, make the proposed revisions to the Orcutt Academy Charter document.

### Fiscal Impact

Research shared by the district's Business Services Department has shown Orcutt Academy Independent Study to be a small revenue generator over the years for the Orcutt Academy Charter Budget. Even while absorbing the expenses associated with staffing the program, maintenance of the Casmalia campus, transportation of students to and from in-person "blended" instruction, refreshment of instructional materials, and more, the program was able to deliver roughly \$10,000 to

\$100,000 per year in revenue to the charter depending on how many students were enrolled at the time.

That said, our projection is that the program's move to the Orcutt Union School District actually will provide savings to the charter budget in the near term. The main reason for this is that most of the program's textbooks and instructional materials have reached the end of their usable life, and the program would be faced with the need to invest significant amounts of funding into new curriculum. Since the independent study program now will be with the district (which has textbooks and instructional materials to provide), the charter budget will not need to bear that strain.

Moving forward, the Orcutt Academy now will rely on its high school and TK-8 campuses to bring in enrollment. Both campuses continue to be a draw for local families, and we expect the Academy's enrollment to be stable in the years to come.

# Recommended Revisions in Orcutt Academy Charter

## Revisions Listed by Section

### September 8, 2021

PP. 3-4 of OA Charter

## Charter School Locations

This charter renewal reauthorizes the operation of the Orcutt Academy. At the time of the writing of this petition it is envisioned that the Charter School will never operate in fewer than two locations within the attendance boundaries of the Orcutt Union School District (also referred to herein as “District” and “OUSD”) including, but not limited to the following school sites. The three currently specified sites include the following:

- **Site number one** – The grade TK-8 classroom-based program is housed at 480 Centennial Street, Los Alamos, California, on a campus shared with Olga Reed School, a TK-8 school in the Orcutt Union School District.
- **Site number two** – The high school classroom-based program (grades 9-12) is housed on the former May Grisham campus located at 610 Pinal Avenue, Orcutt, California, and also in selected classrooms (Room 25) on the Orcutt Junior High School campus located at 608 Pinal Avenue, Orcutt, California. Additionally, the Harold Black Gymnasium and the playing fields are shared use facilities between the high school and junior high programs (Board Action 1/12/11).
- ~~**Site number three** – The K-8 Independent Study/Blended Program is housed at a campus located at 3491 Point Sal Road, Caspar, California, that previously was occupied by the Orcutt Academy’s K-8 classroom-based program. In the event district space is not available to house this program within a district school or facility, non-Field Act approved space may be secured in the greater Santa Maria area (Charter Renewal April 2013).~~
- The District reserves the right to specify additional school sites within the Operational Agreement. The presently identified sites are all to be used for a “start-up” charter, not a conversion charter.

P. 4 of OA Charter

## Facilities

The facilities used are located on the three sites described above.

**Site number one** accommodates approximately 132 students each year (Board Action 1/12/11).

**Site number two** may house up to 680 students by primarily using classroom space that was available due to declining enrollment in the school district. It is anticipated that additional facilities may be needed to accommodate a high school career technical education program to be housed on this site (Board Action 1/12/11).



~~Site number three will house up to 20 percent of the total Charter School enrollment, which is anticipated not to exceed 170 students (Board Action Charter Renewal April 2013).~~

PP. 7-8 of OA Charter

## Summary

~~In 2018-2019, the school will have the capacity to serve a maximum of 680 high school students and approximately 136 grade TK-8 students in a classroom-based environment. In addition, the district operates a small independent study and home study program which is under the Charter School umbrella. The independent study and home study program is an ongoing, continuous education option for students (and parents). This program is another means of teaching the Orcutt Academy curriculum. Students who choose this program to receive their instruction will be required to complete all assignments related to their assignment contract. The independent study program will serve no more than 150 students.~~

High school grade level enrollments range between 140 and 165 students at each grade level, with the high school program housed exclusively on the former May Grisham campus with the exception of some shared space on the junior high campus that will be utilized by both Orcutt Junior High School and Orcutt Academy High School. The high school annually will serve a maximum of 680 students during the term of this charter renewal.

The grades TK-8 classroom-based program currently serves 132 students, with 6 students in Transitional Kindergarten and 14 students in each grade from kindergarten through eighth. The program will grow by one student in each of grades 5-8, raising total enrollment to 136 in 2018-2019. This program currently shares a school site with Olga Reed School in Los Alamos.

~~The grades K-8 independent study/blended program will be housed on a district campus (it currently is housed at a district site in Casmalia) or in an off-site, non-Field Act approved space in the Santa Maria area. It is anticipated that this program will serve a maximum of 150 students in the years to come.~~

P. 13 of OA Charter

## Element One – Relevant and Rigorous Educational Program

Parent/Guardian Level – *The research from the United States Department of Education (Lessons from Five Parental Learning Resource Centers, 2007) is clear regarding parent involvement and its positive impact on student achievement.* Consequently, though not a requirement of admission or continued enrollment, parents from each household are encouraged to donate volunteer services to the school. In addition, the following strategies are used to involve parents in Orcutt Academy. (Board Action 9/12/11)

- Outreach meetings to parents teaching them how to support their children academically
- Involvement in school planning through the School Advisory Council
- Involvement in Parent Teacher Student Association (PTSA) units at the K-8 and high school sites

- ~~Involvement in the Staff/Parent Group and regular parent meetings at the independent study site~~
- Involvement in the high school Athletic Boosters
- Involvement in the Supporting Orcutt Academy's Academic Resources (SOAAR) Foundation and/or the Orcutt Children's Arts Foundation (OCAF)
- Volunteering in classrooms, serving as guest speakers, accompanying classes on field trips, and (at the high school) helping transport teams and clubs to games, practices, or events.
- Parent education nights

PP. 14-16 of OA Charter

### ***Curriculum Overview – Rigor and Relevance for ALL Students!***

~~Orcutt Academy is situated on three campuses.~~ Student engagement is a hallmark of learning at the TK-8 campus, ~~K-8 independent study campus,~~ and the high school campus. Each campus' learning environment finds students engaged in knowledge acquisition and creation using researched methods, including **demonstrations, simulations, and discussion groups**. Student engagement strategies create opportunities for students to teach others, and learn cooperatively from their peers. Our curriculum comes to life using these “real world” methods.

~~**Orcutt Academy Independent Study – Grades K-8** The curriculum for the independent study program counts on a teaching partnership with parents, who serve as teachers in the home setting. The program offers not just home study, but a “blended” program in which students attend school for three school days and do home study under parent direction for the other two days. The program seeks to leverage its strong parent support by planning schoolwide events and field trips that make the curriculum engaging and memorable for its students.~~

PP. 17-18 of OA Charter

### **Intervention and Student Support Services --**

The TK-8 campus has academic interventions provided in conjunction with neighboring Olga Reed School; these interventions include an intensive reading program that occurs during the school day. ~~The K-8 independent study program offers after-school support periods in math, as this subject can be difficult to teach and learn in a home setting.~~ The high school offers support classes and after-school intervention for students who are struggling to maintain a 2.0 grade point average. Additionally, a number of students gained the required community service hours by tutoring their peers in their areas of strength. Future plans for high school intervention could include the development of summer and/or after-school programs, possibly fee-based, for academic remediation, academic enrichment, SAT preparation, and credit recovery. A before- and after-school credit recovery program was piloted in 2017-2018.

**Instructional Strategies** – The composition of the student population requires the use of a range of instructional strategies if all students are to have the maximum opportunity to achieve standard. Strategies to be used may include:

- **Differentiated Instruction Strategies** are utilized by Orcutt Academy teachers to encourage greater depth and complexity in student responses to instruction. At the TK-8 ~~and K-8 independent study~~ campuses, teachers routinely extend and enrich curriculum for high performing students; at the high school, high performing students can choose to take Advanced Placement, concurrent enrollment, and Allan Hancock College “College Now” courses.

P. 35 of OA Charter

## **Element Five – Employee Qualifications**

### **General Requirements, Hiring and Performance Review**

The District will guide the Director of Charter Programs and Principal in the creation of formal job descriptions for each position, and also in subsequent recruitment and interviewing of candidates. The District Superintendent and Personnel Officer have the right to review these candidates’ credentials before a job offer is made to the candidate. The District Superintendent or his or her designee will create the job description and conduct the performance review of the Director of Charter Programs; the Director of Charter Programs, in turn, conducts the performance review of the Principal. The Director (~~for the K-8 campus and independent study program~~) and Principal (for the high school) will have the responsibility of evaluating the performance of the school’s teaching and administrative staff using the evaluation instrument utilized by the Orcutt Union School District. The frequency of evaluation shall mirror that in current District labor agreements. The District Superintendent has the right to review these performance evaluations before they are delivered to the staff members.

P. 44 of OA Charter

## **Element Eight – Admissions Policies and Procedures**

### **Independent/Home Study Admission Practices**

~~It is anticipated that the enrollment in the K-8 Independent Study Program will vary between 50 and 100 students in each school year. The anticipation of this enrollment amount does not preclude the program from handling more or fewer students. Since this program is a school program and not a school, lottery rules do not apply for admission consideration. Admission to the Independent Study/Home Study program does not provide students priority enrollment to the classroom-based TK-8 charter program in Los Alamos. Additionally, graduates of the Independent Study Program who have completed all of fifth, sixth, seventh, and eighth grade in the program qualify for admission to the high school if they have met the high school’s admissions requirements.~~

**Joseph Dana**  
**Assistant Superintendent of Educational Services**



September 1, 2021

To: Dr. Holly Edds, District Superintendent  
From: Joe Dana  
Re: Establishment of New District School: Orcutt School for Independent Study

## Background

For over 20 years, the Orcutt Union School District has had an independent study program. Launched to deliver a home study option for interested families, the program has grown over the years to encompass multiple educational options. Over the years the program has been located on multiple campuses, including Orcutt Junior High School, Pine Grove School, Alice Shaw School, and its current site in Casmalia. And since 2010 the program has been affiliated with the Orcutt Academy Charter School.

In July, a new California law, Assembly Bill 130, brought transformative changes to independent study. To begin, it required all Local Educational Agencies (LEAs) to provide students an independent study option this school year in cases when parents/guardians feel their children's health will be put at risk by in-person instruction. LEAs can meet this requirement by (1) offering an independent study option themselves, (2) contracting with a county office of education, or (3) entering into an interdistrict transfer agreement with another school district. AB 130 stated that independent study programs would need to incorporate live interaction and live synchronous instruction, with daily frequency in grades K-3 and reduced frequency in the succeeding grades. Finally, AB 130 mandated that independent study programs closely monitor their students' attendance, work completion, and grades, and have in place a procedure for returning students to in-person instruction if they are not being successful in the independent study format.

In the wake of the alterations to independent study brought on by AB 130, District Superintendent Dr. Holly Edds on August 6 made the decision to once again affiliate the independent study program with the district (not the charter). This decision was necessary, as in order to comply with the new law LEAs need to offer their own independent study option to families as opposed to referring families to a charter school. In the days since that decision, Dr. Edds and her administrative team have decided to recommend a second significant change: that the program be established as a separate and unique district school with its own California Department of Education CDS (County-District-School) code and its own name, **Orcutt School for Independent Study**.

What follows is a rundown of how the Orcutt School for Independent Study (OSIS) would operationalize relative to five essential components of a school: school organization, curriculum, instruction, assessment, and student supports.

## **School Organization**

OSIS will be a full fledged district school, with all revenue through enrollment going to the Orcutt Union School District. The school's format will be independent study and it will adhere to AB 130 and all state laws, Board Policies, and Administrative Regulations that pertain to that educational option. Grade levels served initially will be kindergarten through eighth grade, although the district's application for a CDS code for the school indicates a grade range of kindergarten through 12<sup>th</sup> grade so as to allow for possible expansion to the high school grades in the future. The appropriately credentialed teachers and classified employees who currently are part of the district's independent study program will remain with OSIS, with Josh Ostini continuing to serve as principal. The campus location will remain at its "Field Act safe" facility at 3491 Point Sal Road in Casmalia. OSIS will have an approved budget as a separate school, and its budget structure will be consistent with the budget structure of other schools in the district. School records will be kept separately from those of other schools. OSIS will be responsible for required state documents such as the School Plan for Student Achievement, Safe Schools Plan, and School Accountability Report Card. As part of the district, OSIS potentially will be able to benefit from federal and state grants allocated to the district.

## **Curriculum**

OSIS will utilize district adopted curricula that fully meet align with state standards and state requirements; in fact, independent study students already have been supplied copies of current district textbooks. Being part of the district also will afford OSIS students access to district online programs such as Compass Learning, Zearn Math, and IXL Math. Online programs are well suited for independent study.

## **Instruction**

OSIS will continue to offer a blended option that features three days of in-person instruction and two days of home study (with transportation from Santa Maria and Orcutt available on those days). It also will offer a full home study option and an option for dual enrollment with the district's junior high schools. These options will feature daily interaction and live synchronous instruction to the extent required by AB 130. The program already has some academic intervention offerings facilitated by the district Educational Services Department, and these will continue.

## **Assessment**

OSIS will continue to administer the same benchmark and state assessments it does now. These include Acadience reading testing, NWEA reading and math testing, and all required state tests ranging from state fitness testing to ELPAC testing to CAASPP testing. Because OSIS will be a separate school entity, it will have its own entry on the California School Dashboard where assessment results will be reported.

## **Student Supports**

OSIS students will have access to the same Special Education services, counseling services, and student supports that it has now. Principal Ostini and his staff have school rules and policies in place now, and they have the option of incorporating some of the Positive Behavioral Interventions and Supports (PBIS) strategies utilized by the district's other schools. OSIS will continue to organize

assemblies, activities, and events that enrich students' learning experience and enable families to feel an affinity with the program. If students and families desire, OSIS could partner with other district schools to make available opportunities for extracurricular activities, athletics, and academic competitions. Parents and staff will have the option of forming their own Parent Teacher Association (PTA) unit if they wish.

The establishment of the Orcutt School for Independent Study will bring numerous future opportunities, including the following:

- OSIS could morph into a virtual academy that offers a multiplicity of in-person, home study, and online components
- OSIS could expand dual enrollment options with the district's junior high schools
- OSIS could serve as a vehicle to increase the enrollment of the district by offering new, compelling educational options to OUSD families

For now, however, the staff of OSIS are ready to deliver the finest possible independent study education to their students during the 2021-2022 school year.

## Recommendation

Staff recommends that the Board of Trustees approve the establishment of the Orcutt School for Independent Study as a new district school providing independent study options for Orcutt Union School District students and families.

## Fiscal Impact

Establishment of the Orcutt School for Independent Study would be a net benefit to the Orcutt Union School District financially.

On the expenditure side, the district will absorb the expenses associated with staffing the school, maintaining its Casmalia campus, transporting students to and from in-person "blended" offerings, provision of textbooks and instructional materials, and more.

On the revenue side, in 2022-2023 and beyond the district will be able to gain Average Daily Attendance (ADA) funding for all the students attending OSIS. This is an important budget mitigant in a time when district enrollment has declined. Additionally, the district will receive Local Control Funding Formula (LCFF) Supplemental funding for any students at the school who qualify as low-income, English Learners, or foster youth.

Finally, the establishment of this school will enhance the district's ability to attract student enrollment, which is the lifeblood of the district's finances. Through the Orcutt School for Independent Study and its other schools, the district will be able to offer a menu of educational options that ideally will meet the needs of all families within its boundaries.