

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

BOARD OF EDUCATION

CSBA Professional Governance Standards

Adopted by the Santa Maria Joint Union High School District April 11, 2001

THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and:

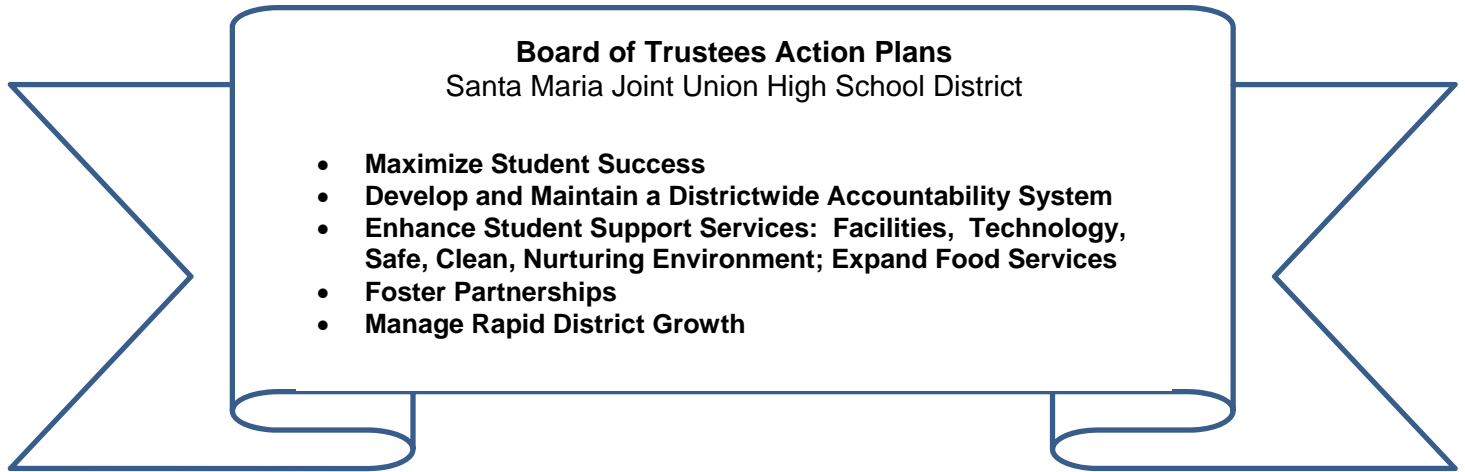
- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Govern within board-adopted policies and procedures.
- Take collective responsibility for the board’s performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.

THE INDIVIDUAL TRUSTEE

In California’s public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee:

- Keeps learning and achievement for *all* students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the board as a whole and not with individuals.



RESPONSIBILITIES OF THE BOARD

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

Effective boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**Regular Meeting
February 9, 2016**

**Santa Maria Joint Union High School District
2560 Skyway Drive, Santa Maria, California 93455**

5:30 p.m. Closed Session/6:30 p.m. General Session

*The Santa Maria Joint Union High School District mission is,
“We prepare all learners to become productive citizens and college/career ready by providing
challenging learning experiences and establishing high expectations for achievement.”*

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the District can be inspected at the above address during normal business hours.

Individuals who require special accommodation including, but not limited to, American Sign Language Interpreter, accessible seating or documentation in accessible formats should contact the superintendent or designee within a reasonable amount of time before the meeting date.

I. OPEN SESSION

A. Call to Order

II. ADJOURN TO CLOSED SESSION

Note: The Board will consider and may act upon any of the following items in closed session. They will report any action taken publicly at the end of the closed session as required by law.

- A. Certificated and Classified Personnel Actions** – Government Code Section 54957. The Board will be asked to review and approve hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent, Human Resources. **Appendix A**
- B. Conference with Labor Negotiators** - The Board will be provided a review of negotiations with the Faculty Association (California Teachers Association) and the California School Employees Association (CSEA).
- C. Student Matters** – Education Code Sections 35146 & 48918. The Board will review proposed expulsions/suspended expulsions and/or requests for readmission. NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.

III. RECONVENE IN OPEN SESSION

Call to Order/Flag Salute

IV. ANNOUNCE CLOSED SESSION ACTIONS – Dr. Richardson

V. BOARD MEMBER APPOINTMENT IN LIEU OF ELECTION

Pursuant to the Elections office, the following qualified person will be appointed in lieu of elections: Amy Lopez.

Bill Cirone, County Superintendent, will administer the Oath of Office.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Amy Lopez to fill the board vacancy.

Moved _____

Second _____

Vote _____

VI. REPORTS

- A. Student Reports** – Sarah Galaciano/SMHS, Connor Roberts/Delta, Joseph Codamos/PVHS, Kyler Corral/ERHS
 - B. Principal Reports** – Joe Domingues/SMHS
 - C. Superintendent’s Report**
 - D. Board Member Reports**
-

VII. PRESENTATIONS

- A. Attendance 2 Attendance Program (A2A)** – Brenda Tapp
 - B. Solar/Prop 39** – Reese Thompson and Marc Brogoitti
-

VIII. Items Scheduled for Action

- A. General**
 - 1. CSBA Delegate Assembly Election**

Delegates ensure that the association's governance structure reflects the interests of school districts and county offices of education throughout the state. Voting for Delegates is an action of the entire board and requires a majority vote. The term of office for each Delegate is two years beginning April 1, 2016 through March 31, 2018.

The election of CSBA Delegate for Subregion 11-A, Santa Barbara County is open. Board members may vote for no more than one candidate. The candidate is: Jack C. Garvin.

Moved _____ **Second** _____ **Vote** _____

2. Public Hearing on Initial Proposals for Successor Negotiations from the District to the California School Employees Association (CSEA)

At the January 13, 2016 meeting, the District presented their Initial for Proposal Successor Negotiations to the California School Employees Association (CSEA) for public review as required by Government Code 3547. A public hearing is required at this time to provide an opportunity for members of the public to directly address the Board on this topic.

A PUBIC HEARING IS REQUIRED.

- 1. Open Public Hearing
- 2. Take Public Comment
- 3. Close Public Hearing

Resource Person: Joni McDonald, Human Resources Manager

*** **IT IS RECOMMENDED THAT** the Board of Education adopt the District's Initial Proposal to CSEA as presented.

Moved _____ **Second** _____ **Vote** _____

3. Approval of The Teacher Assignment Options Resolution – Resolution Number 12-2015-2016

The District is required by state law to have all teachers properly assigned within their credentialed subject areas according to the California Commission on Teacher Credentialing. However, there are several Education Code options to assign teachers in areas in which they have a requisite number of units and/or expertise. The attached resolution outlines specific names, subject areas and Education Codes to meet this annual criteria.

Resource Person: Tracy Marsh, Asst. Superintendent of Human Resources

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 12-2015-2016 to certify the Teacher Assignment Options Resolution for the 2015/2016 school year.

Moved _____ **Second** _____

A Roll Call Vote is Required:

Dr. Garvin	_____
Dr. Karamitsos	_____
Ms. Perez	_____
Mr. Palera	_____
Ms. Lopez	_____

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 12-2015-2016

WHEREAS, the District is required by state law to have all teachers properly assigned within their credentialed subject areas. However, there are several options to assign teachers in areas in which they have a requisite number of units and/or expertise.

WHEREAS, Education Code §44258.7 (c & d) allows the district to assign teachers, with their consent to teach elective subject classes when that assignment has been approved by the Committee on Assignments. Policies and procedures for this committee have been implemented and approved by the Governing Board, and

WHEREAS, Education Code §44263 allows teachers to teach outside of their major/minor in subject areas in which they hold eighteen (18) semester hours of course work or nine (9) upper division semester hours or graduate course work.

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Santa Maria Joint Union High School District does hereby authorize the assignments of the teachers listed per education codes cited:

Education Code §44258.7(c & d)
Kevin Barbarick Health

PASSED AND ADOPTED this 9th day of February, 2016, by the following vote:

ROLL CALL
AYES:
NOES:
ABSENT:

President/Secretary/Clerk of the Board of Education
Santa Maria Joint Union High School District

4. New/Revised Board Policies, Administrative Regulations and/or Exhibits

BP/AR 4030 - Nondiscrimination in Employment

Policy updated to reflect the mandate to adopt policy necessary to implement the state's nondiscrimination laws. Policy also updated to reflect NEW LAW (AB 987) which prohibits districts from retaliating or otherwise discriminating against a person for requesting accommodation of his/her disability or religious beliefs, regardless of whether the accommodation request was granted. New regulation includes the designation of the district's coordinator for nondiscrimination in employment, addresses measures to prevent employment discrimination and harassment, and incorporates complaint procedures and material on other remedies formerly in AR 4031 - Complaints Concerning Discrimination in Employment.

AR 4031 - Complaints Concerning Discrimination in Employment
Regulation deleted and complaint procedures incorporated into AR 4030 - Nondiscrimination in Employment.

BP 4121 - Temporary/Substitute Personnel

Policy updated to reflect NEW LAW (AB 304) which amends the Healthy Workplaces, Healthy Families Act (AB 1522, 2014) to (1) authorize paid sick leave accrual on a basis other than one hour for each 30 hours worked, provided that the accrual is on a regular basis and the employee will have 24 hours of accrued sick leave available by the 120th calendar day of employment (new Option 2 in section "Paid Sick Leave"); (2) clarify that retired annuitants who have not reinstated to the applicable public retirement system are excluded from participation in these leave benefit provisions; and (3) provide that the district has no obligation to inquire into the purposes for which an employee uses sick leave or paid time off.

Resource Person: Tracy Marsh, Asst. Superintendent of Human Resources

*** **IT IS RECOMMENDED THAT** the Board of Education approve the revised board policies and administrative regulation as presented.

Moved _____

Second _____

Vote _____

B. INSTRUCTION

1. Quarterly Report on Williams Uniform Complaints

Pursuant to Education Code Section 35186, the governing board of a school district must conduct a public hearing to report the quarterly report that was submitted in January 2016 on the Williams Uniform Complaints for the months of October – December 2015. Each school site has reported that there have been no complaints in the general subject areas of Textbooks and Instructional Materials, Teacher Vacancy or Misassignments, Facilities Conditions or Valenzuela/CAHSEE Intensive Instruction and Services.

Resource Person: John Davis, Asst. Superintendent of Instruction

A PUBLIC HEARING IS REQUIRED.

- 1. Open Public Hearing
- 2. Take Public Comments
- 3. Close Public Hearing

***** IT IS RECOMMENDED THAT** the Board of Education approve the Williams Quarterly Report as presented.

Moved _____ **Second** _____ **Vote** _____

2. Textbook Review

The following textbooks are presented to the Board of Education for preview. These textbooks are aligned with the Common Core.

SMHS International Language Department/Marianne Angel
Title Bien Dit!, Level 1, 2, 3
Author DeMado, Champeny, Ponterio
Publisher HMH
Copyright 2013

Resource Person: John Davis, Asst. Superintendent of Instruction

***** IT IS RECOMMENDED THAT** the Board of Education preview the presented textbooks and approve them upon the second reading at the next board meeting.

Moved _____ **Second** _____ **Vote** _____

C. BUSINESS

1. REJECT BID FOR ADMINISTRATION BUILDING ROOF REPAIRS AT SANTA MARIA HIGH SCHOOL – PROJECT #15-190

The administration opened bids on January 19, 2016 for the Administration Building Roof Repairs project at Santa Maria High School. The bid recap and administrative recommendation follows:

BIDDER	BASE BID
Channel Islands Roofing	\$67,508.00
Pueblo Construction	\$93,361.00

After review of the two bids received by administration, Channel Islands Roofing was determined to be the initial apparent low bidder; however an irregularity was identified in their bid package, specifically, failure to include the required Project Information Form. Pueblo Construction, the second lowest bidder, provided a complete bid package as specified, however, the bid amount was substantially over the budgeted amount for the project.

Resource Person: Yolanda Ortiz, Asst. Superintendent of Business Services

*** **IT IS RECOMMENDED THAT** the Board of Education find the Channel Islands Roofing bid non-responsive due to their failure to provide a Project Information Form with their bid per the specified requirements, and

*** **IT IS RECOMMENDED THAT** the Board of Education reject the bid for the ADMINISTRATION BUILDING ROOF REPAIRS AT SANTA MARIA HIGH SCHOOL – PROJECT #15-190 due to the bid received from Pueblo Construction, the second lowest bidder, being substantially over the budgeted amount for the project.

Moved _____

Second _____

Vote _____

IX. CONSENT ITEMS

***** IT IS RECOMMENDED THAT the Board of Education approve the following consent items as presented.**

All items listed are considered to be routine and may be enacted by approval of a single roll call vote. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the board and acted upon separately.

Moved _____ Second _____

A Roll Call Vote is Required:

Dr. Garvin	_____
Dr. Karamitsos	_____
Ms. Perez	_____
Mr. Palera	_____
Ms. Lopez	_____

A. Approval of Minutes

Regular Board Meeting – January 12, 2016

B. Approval of Warrants for the Month of January 2016

Payroll	\$6,228,507.21
Warrants	<u>2,322,378.00</u>
Total	\$8,550,885.21

C. Facility Report – *Appendix B*

D. Authorization for Sale of Obsolete Equipment

Education Code §17545 allows the district to sell personal property belonging to the district that is unsatisfactory, no longer necessary (obsolete), or unsuitable for school use. The district administration is requesting authorization to conduct a public auction via the internet by and through its representative RT Auctions, to sell equipment that is obsolete, damaged beyond repair or surplus to the highest responsible bidder. The obsolete equipment to be auctioned is listed below. Notices of items for sale at auction will be posted in no less than three public places within the District, including the District’s website at <http://www.smjuhsd.k12.ca.us/>.

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Tag #	Asset Category	Description	Serial #
12679	APPL/FOOD SVC	Dishwasher - Equator Series, Stainless Steel	30956781
13222	APPL/FOOD SVC	Kitchen Aid, Prof 600 Series Stand Mixer	WS1786289
24187	APPL/FOOD SVC	Whirlpool White 5.2 cu. ft. I.E.C. Capacity Top-Load Washer	CO4571120
24674	AV EQUIP	Smart Board SB680 77" Diagonal Interactive Whiteboard with Electronic Pen Tray	a41687
24675	AV EQUIP	Smart Board SB680 77" Diagonal Interactive Whiteboard with Electronic Pen Tray	a41171
00869	MACH/TOOLS	DRILL PRESS, CENTRAL MACHINE	
N/A	MACH/TOOLS	LeBLOND REGAL LATHE	
26404	APPL/FOOD SVC	Metro Food Warmers	
6284	APPL/FOOD SVC	Metro Food Warmers	
28696	APPL/FOOD SVC	Maytag, Front Loading Dryer	
N/A	FURNITURE	Lot of (25) Black Adjustable Lab Stools – Broken/Needs Repair	
N/A	TECHNOLOGY	Lot of (22) Assorted TV Carts - Various Sizes/Obsolete	

E. New Course Adoptions

The following new courses are being presented to the Board of Education for approval:

Pioneer Valley High School

- Marketing

F. Pupil Matters – Education Code Sections 35146 & 48918

Administrative Recommendation to suspend the order of expulsion: Student # 340866

Administrative Recommendation to order expulsion: Student # 343702

G. Textbook Discard

Santa Maria High School is requesting permission to discard the following obsoleted textbooks and supplemental material as listed below:

Title: Hampton Brown High Point

- Teacher's Editions
- Student Books
- Student Practice Workbooks
- Assessment Handbooks
- Placement Inventory Booklets

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H. Acceptance of Gifts

Pioneer Valley High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
The Lambert Foundation	Jazz Choir	\$500.00
Touchstone Golf Foundation	Boys & Girls Golf	\$1,463.00
Alfreda Guatemala	AVID 2019	\$270.00
Allweather Landscape	Boys Wrestling	\$100.00
Camarena & Sons, Inc.	Girls Wrestling	\$100.00
Douglas & Charlene Betts Living Trust	Band	\$100.00
Donna's Interiors	Boys Wrestling	\$100.00
Ricardo & Elena Enriquez	Boys & Girls Wrestling	\$200.00
Hector Guerra	FFA	\$100.00
Rancho Nipomo BBQ & Deli	Boys Wrestling	\$100.00
The Rodriguez Family	Boys Wrestling	\$100.00
Au Bon Climat	Boys Wrestling	\$100.00
Jesus Lopez	Boys Wrestling	\$100.00
PVHS Boosters	Various Athletics and Clubs	\$14,595.00
G Bros Kettlekorn	Link Crew Club	\$160.00
American Dream Foundation	American Dream	\$5000.00
PG & E	Link Crew Club	<u>\$120.00</u>
Total Pioneer Valley High School		<u>\$23,208.00</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Joseph Culley	Maintenance Shop	\$100.00
Maria Aguirre	Auto Shop	\$500.00
The Henry Mayo Newhall Foundation	FFA	\$14,000.00
Santa Maria FFA Boosters	FFA	\$6,000.00
Crop Production Services	Baseball	\$500.00
Rotary Club of Santa Maria Breakfast	Band	\$200.00
Total Santa Maria High School		<u>\$21,300.00</u>

I. Acceptance of Santa Maria High School's WASC Mid-Year Review

The Board of Education is requested to formally accept Santa Maria High School's Midterm Western Association of Schools and Colleges (WASC) Progress Report. This requirement of the Board of Education to accept schools' site reports has recently been implemented as part of the accrediting process. After formal acceptance, the school report will be sent to WASC prior to the onsite visit on February 22 and 23, 2016.

J. Central Coast CAL-SOAP Agreement

Agreement in a cooperative partnership between Allan Hancock Community College, SMJUSHD, and Central Coast Cal-Soap in expanding student tutor support services. Agreement expires June 30, 2016.

X. REPORTS FROM EMPLOYEE ORGANIZATIONS

XI. OPEN SESSION PUBLIC COMMENTS

The public may address the Board on any matter (except personnel) concerning the District and not on the agenda. Note: The time limit to address the Board may not exceed two minutes. The Board is not required to respond to the Public Comment. The public may also address the Board on each item on the Agenda as the Board takes up those items. Persons wishing to speak should complete a blue request form and hand it to the Board secretary.

XII. ITEMS NOT ON THE AGENDA

Note: The law generally prohibits the Board from discussing items not on the agenda. Under limited circumstances, the Board may discuss and act on items not on the agenda if they involve an emergency affecting safety of persons or property, or a work stoppage, or if the need to act came to the attention of the District too late to include on the posted agenda.

XIII. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held on March 8, 2016. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center.

XIV. FUTURE REGULAR BOARD MEETINGS FOR 2016

April 12, 2016	June 21, 2016	September 13, 2016
May 10, 2016	July 12, 2016	October 11, 2016
June 14, 2016	August 2, 2016	November 8, 2016
		December 13, 2016

XV. ADJOURN

Santa Maria Joint Union High School District
February 09, 2016

CLASSIFIED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Pay Rate	Hours
	Increase Hours	Food Service Worker I	SMHS	1/28/16	9/B	2.5 to 3.5
	Transfer	Grounds Maintenance I	RHS	1/16/16	16/E	8
	Promote	Administrative Assistant II-SSC	LC	1/19/16	24/E	8
CERTIFICATED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Salary	FTE
	LOA	English	PVHS	2016-17	IV, 12	0.2
	LOA	Mathematics	ERHS	2016-17	V, 28	0.2
	Moving	Counselor	PVHS	6/30/16	V, 2	1.0
COACHING PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	District	ASB/Booster
	Revised assignment	Head Varsity Girls Soccer	SMHS	1/11/2016-Winter	\$3,328.00	
	Revised assignment	Head JV Girls Soccer	SMHS	1/11/16-Winter	\$2,496.00	

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

Winter Break and January 2016

1. Santa Maria High School Construction Projects

C2004 SMHS New Classroom Building at Broadway – Rachlin Partners

- Solar panel brackets have been approved by DSA. Materials are on order with installation expected to occur over spring break. Final contract closeout activities for the main building continue.

SMHS Camino Colegio Parking Area – Rachlin Partners

- Work completed this period includes ground clearing, subgrade compaction, trenching, and exploratory potholing for existing underground utilities and conduits. **(Photos)**

SMHS Breeze Way Canopy Removal – Support Services

- Final contract closeout activities are continuing.

SMHS Administration Roof Repairs – Support Services

- Due to issues with the bids received, a recommendation will be presented to the board to reject all bids and reissue the bid.

2. Ernest Righetti High School Construction Projects

ERHS Track Resurfacing – Support Services

- Final contract closeout activities are complete. This project is closed.

ERHS New 38-Classroom Building – Rachlin Partners

- DSA access compliance, structural, safety plan, and specification reviews are underway. Construction is estimated to begin May 2016 depending on receipt of DSA approval.

ERHS Walk-In Freezer Project – Rachlin Partners

- Plan reviews by the Santa Barbara County Health Department continue.
- The construction period remains pending County reviews and approvals.

3. Pioneer Valley High School Construction Projects

C2004 District Performing Arts Center – BCA Architects

- Site construction activities occurring this period include continued installation of underground utilities, steel column installation, concrete wall framing, and multiple concrete pours. **(Photos)**

4. New Facility

C2004 New Facility School CTE Component – Architect to Be Determined

- Phase 1 Environmental Site Assessment (ESA): Complete.
- California Environmental Quality Act (CEQA): Complete.
- California Department of Education (CDE): Final site acquisition approval was received January 5, 2016. CDE approval is complete.
- Educational Program and Funding Development: CFW continues Programming reviews, adjustments, and funding analysis.
- Escrow: Acquisition is pending clearance of remaining exceptions.

5. District Wide and Support Services Center

District Wide Energy Upgrade – Johnson Controls Inc.

- Punch list and final contract closeout activities continue.
- The one year Measurement and Verification Period continues through November 1, 2016.

District Wide Project Closeout – Support Services

- Review of project closeout issues continues. Projects under current review and their status are as follows:
 - PVHS Pool: Evaluations continue on revisions to eight concrete block pilasters at the pool building.
 - PVHS 12 Modular Classrooms: Coordination of modifications to the fire sprinkler system continues. Revisions are scheduled for summer 2016.
 - SMHS CHCCC: Pending DSA confirmation of reopened file to review status of change orders.
 - ERHS Industrial Arts: Ceiling soffit seismic modifications are complete. The need for additional verification of installations is under evaluation by DSA and the Architect.
 - ERHS Administration Building Renovation: The Architect has completed and submitted the final closeout package for review and approval by DSA.

SSC New West Parking Area – Flowers and Associates

- Initial City of Santa Maria engineering and fire department reviews of conceptual drawings are complete. Civil Engineer is evaluating City required changes and will provide engineering proposals, construction cost estimates, and project development schedules in February.
- Construction scheduling will occur following City approval.

SSC Commodities Walk-In Freezer Project – Rachlin Architects

- Development continues on electrical plans for inclusion in the package to be submitted to the Santa Barbara County Health Department and the City of Santa Maria.

6. Summer Activities

District Wide Summer Projects Planning

- Flowers Associates consultants have begun project development. Bidding is expected to occur in mid-April with construction to commence in June.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

PVHS

- Prepared sports fields for PVHS soccer, Orcutt Academy and Orcutt Youth Soccer tournaments.
- Overseeded athletic fields, including baseball and softball fields.
- Performed weed control throughout campus.
- Cleared storm drains for winter storms.
- Replaced the flooring in ten Administration and Library Building staff restrooms. **(Photo)**
- Replaced the toilets in ten Administration and Library Building staff restrooms with low flow fixtures.
- Replaced the pool heater circulating pump and rebuilt the old pump to be used as a spare.
- Repaired inoperative exterior water spigots on the Administration, Music, and 300 Buildings.
- Repaired gates on east side of Maintenance Shop.
- Repaired the washing machine in classroom 433.
- Repaired the rolling gate safety sensor on the staff parking north gate.
- Cleaned carpet in Administration Building and classroom 612.
- Top scrubbed tile floors in rooms 551 – 555.
- Completed winter break energy shutdown and start-up.
- Repaired and re-installed handrails on gymnasium bleachers. **(Photo)**
- Setup several events – Winter Fair, Winter Concert, Football banquet, Senior Class meeting, Dance gown sales, all school rally, truancy meeting, College Financial Aid Night, PVHS soccer, Orcutt Academy soccer tournament, Orcutt Youth soccer tournaments, and Crosspointe Church.
- Preventive work order hours – 0
- Routine work order hours – 82
- Total work orders completed – 54
- Event setup hours – 28

ERHS

- Prepared baseball and softball fields for spring season. This included installing a new infield product to improve usability of the fields. **(Photo)**
- Completed the Larch Street recycled mulch installation.
- Groomed football field.
- Cleaned storm drains, trimmed trees in preparation for rainy season.
- Continued grooming on the newly planted (last summer) slope around the baseball and softball fields.
- Patched and painted several classrooms: 256A, 501, wrestling room, gym north wall, and the hallway from the boys' locker room to gymnasium floor.
- Replaced and repainted a rusted rain water downspout in the 300 Building walkway.
- Installed new computer projectors in classrooms 234 and 405.
- Repainted partitions in the Library Building boys' restroom due to graffiti cut into the partitions.
- Repaired and painted the baseball and softball bleachers and dugouts. **(Photo)**
- Installed a new enclosure for the irrigation well. **(Photo)**
- Repaired leaking shower valves in the boys' locker room.
- Performed quarterly HVAC preventive maintenance in the Industrial Arts Building.
- Completed the HAVA filter changes at ERHS and DHS.
- Replaced several classroom ceiling tiles and electrical cover plates. **(Photo)**
- Inspected, adjusted, and lubricated doors on all portable classrooms.
- Completed winter break energy shutdown and start-up.
- Cleaned cafeteria kitchen hoods.
- Power cleaned the floors in the boys' and girls' locker rooms. **(Photo)**
- Pressure washed concrete on campus.
- Performed gopher control using the CO abatement method at ERHS and DHS.
- Replaced the pool heater heat exchanger. **(Photo)**
- Setup several events – staff luncheon, staff development, Marimba Band social, wrestling tournament, basketball tournament, and soccer tournament.

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February 9, 2016

- Preventive work order hours – 56
- Routine work order hours – 126
- Total work orders completed – 97
- Event setup hours – 44

SMHS

- Prepared the baseball field for spring season. **(Photos)**
- Groomed the football stadium turf.
- Repaired an irrigation main water line that was damaged during the Camino Colegio parking lot construction.
- Repaired several perimeter gates.
- Relocated the storage container at the softball field.
- Adjusted the classroom door in room 221.
- Repaired the door at classroom 240.
- Repaired leaking shower valves in the small gymnasium locker room.
- Replaced several fluorescent light ballasts.
- Installed a Smart Board in classroom 527.
- Repaired HVAC problems in Administration 118, 121 as well as classrooms 310, 411, 830, and the Multipurpose Room.
- Installed covers for fire alarm pull stations in several locations on campus.
- Repaired broken student chairs.
- Completed winter break energy shutdown and start-up.
- Tested and repaired computer projectors in classrooms 242, 337, and 645.
- Completed repairs to the Wilson Gymnasium weight room floor as Athletics prepares to convert the space to a wrestling room.
- Repaired several restroom supply dispensers.
- Installed a replacement dryer in room 210 and washer in room 215.
- Repaired a leaking water faucet in the health office.
- Setup several events: Christmas luncheon, staff development day, PIDA, boys & girls soccer, boys & girls basketball, boys & girls wrestling, girls water polo, AHC youth dance – The Nutcracker, and adult soccer league.
- Preventive work order hours – 10
- Routine work order hours – 176
- Total work orders completed – 111
- Event setup hours – 96

District Maintenance

- Completed forklift, scissor lift, and boom lift training and certification for several Maintenance and Operations employees. **(Photos)**
- Repaired the runoff sump pump in the warehouse loading dock.

Graffiti & Vandalism

- | | | |
|--------|----|-----|
| • ERHS | \$ | 800 |
| • DHS | \$ | 0 |
| • SMHS | \$ | 0 |
| • PVHS | \$ | 0 |

Reese Thompson
Director – Facilities and Operations

Photo Gallery – Major Projects



SMHS – New Visitor Parking Lot Presented Several Underground Utilities



SMHS – The New Parking Lot Will Change the Front Entrance



PVHS – Performing Arts Center Stage Begins to Take Shape



PVHS – Performing Arts Classroom Floors are Poured Early in the Morning

Photo Gallery - Maintenance & Operations



PVHS - Flavio Rodriguez Installs Low-Flow Fixtures after Replacing Staff Restroom Flooring



PVHS - Elias Comacho Replaces Gymnasium Bleacher Handrails

REGULAR MEETING
February 9, 2016



ERHS – Grounds Crew Spreads New Infield Mix on the Freshman Baseball Field



ERHS – A Little Green Paint Makes all the Difference



ERHS – Flavio Rodriguez Replaces the Access Cage for the Irrigation Well Head



ERHS – David Burrill Replaces Damaged Ceiling Tiles in a Classroom



ERHS – Leo Avila and Jairo Oseguera Steam Power Clean the Girls' Locker Room



ERHS – Pool Heater Heat Exchanger Replacement In-progress



SMHS - Robert Wallace Setting up an Irrigation Clock for the Baseball Field



SMHS - Nelson Frutos and Robert Wallace Re-defining the Baseball Field Baseline



District M & O - David Rodriguez and Ray Segovia are Certified on Scissor Lift



District M & O - Vern Sanborn Oversees Boom Lift Training