

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.

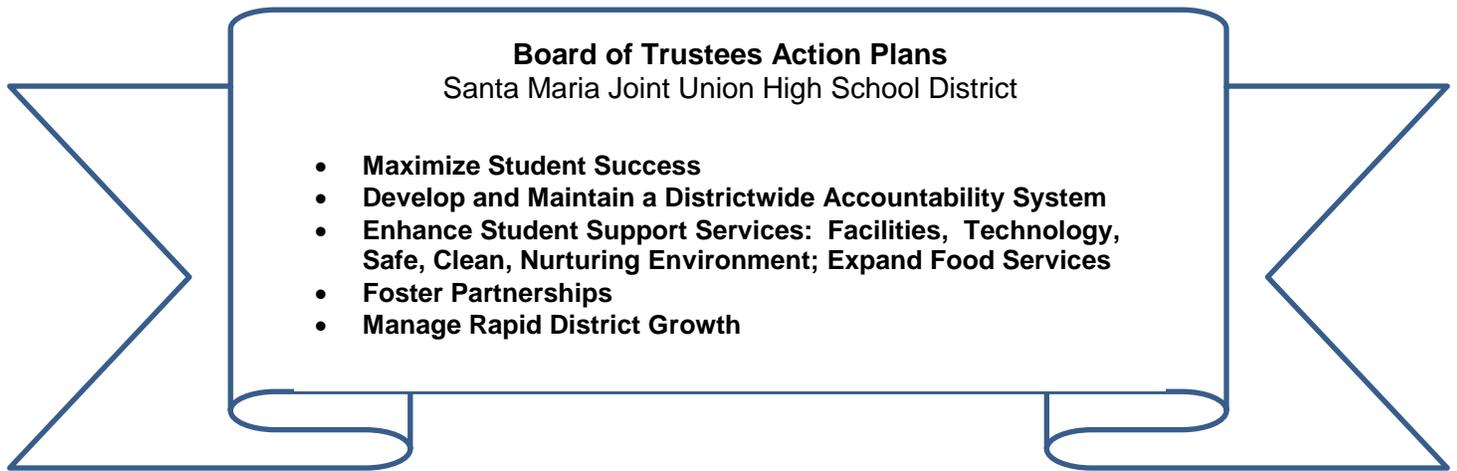
THE INDIVIDUAL TRUSTEE

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
December 12, 2017**

**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 expulsion(s) and/or requests for re-admission. NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.

III. RECONVENE IN OPEN SESSION

A. Call to Order

IV. ANNOUNCE CLOSED SESSION ACTIONS – Dr. Richardson

V. ORGANIZATION FOR YEAR - DECEMBER, 2017 TO DECEMBER, 2018

A. Approval of President

As outlined in Board Bylaw 9100, the current Clerk of the Board will be confirmed as the President of the Board of Education.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Diana Perez as the President of the Board of Education.

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

B. Turn over to new President

C. Election of Clerk

*** **IT IS RECOMMENDED THAT** the Board of Education approve Dominick Palera as the Clerk of the Board of Education.

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

D. Appointment of Secretary to the Board of Education

*** **IT IS RECOMMENDED THAT** the Board of Education appoint Mark Richardson as the Secretary to the Board of Education.

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

E. Selection of Meeting Dates and Time and Place for 2018

In order to facilitate payroll requirements and other reporting deadlines, the administration recommends the Board meet each month on the dates listed below.

The meetings will be held at 5:30 p.m. (closed meeting) and 6:30 p.m. (open meeting) at the District Support Services Center.

January 9, 2018
February 13, 2018
March 13, 2018
April 10, 2018

May 8, 2018
June 12, 2018
June 19, 2018
July 10, 2018
August 7, 2018

September 11, 2018
October 9, 2018
November 13, 2018
December 11, 2018

*** **IT IS RECOMMENDED THAT** the Board of Education approve the proposed dates and times for meetings of the Board of Education.

Moved _____

Second _____

Vote _____

F. County Committee on School District Organization

The Board of Education is required to designate the representative and alternate to elect members of the County Committee on School District Organization. The current representative is Jack Garvin with Diana Perez as alternate.

G. 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. Board members elected to the Delegate Assembly serve a two-year term beginning April 1, 2018 and ending March 31, 2020. The current CSBA Delegate is Jack Garvin.

VI. REPORTS

- A. Student Reports**
 - B. Superintendent's Report**
 - **Retiree Recognition**
 - C. Board Member Reports**
-

VII. ITEMS SCHEDULED FOR ACTION

- A. General**
 - 1. Approve Contract Addendum for Superintendent – Appendix D**
-

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

The board is asked to approve a contract addendum that includes a 1% salary increase to commensurate with all district employees effective July 1, 2017 and a one-time payment equivalent to 1% of annual base salary, pursuant to Article VI of the Superintendent's employment agreement.

***** IT IS RECOMMENDED THAT** the Board of Education approve the addendum presented as Appendix ____.

Moved _____

Second _____

Vote _____

2. Renew/Amend Agreements for Assistant Superintendents– Appendix E

Resource Person: Mark Richardson, Superintendent

Renew/Amend Agreements for Assistant Superintendents. The current agreements with the Assistant Superintendent of Business and the Assistant Superintendent of Curriculum expire June 30, 2018. The new agreements will be effective July 1, 2018 through June 30, 2022 and include a 1% salary increase to commensurate with district employees effective July 1, 2017.

The two revised Agreements are attached as Appendix E.

***** IT IS RECOMMENDED THAT** the Board of Education approve the renewed/amended agreements with the two Assistant Superintendents as presented effective July 1, 2018.

Moved _____

Second _____

Vote _____

3. Adoption of Resolution No. 6-2017-2018 Denying the Petition to Establish the Olive Grove Charter School: Orcutt/Santa Maria – Appendix F

Resource Person: William Schuetz, Attorney at Law, DWK

The petition to establish the Olive Grove Charter School: Orcutt/Santa Maria was resubmitted to the District seeking approval for a five year term commencing July 1, 2018. At the October 10, 2017, meeting, the District's Board formally received the petition to commence the Education Code charter petition process. Pursuant to Education Code section 47605, the

District's Board held a public hearing on November 14, 2017, at which time the Board heard and considered the level of support for the petition. Education Code section 47605 and applicable regulations set forth the legal requirements for the establishment of charter schools. Section 47605 prohibits the District's Board from denying any charter petition unless it makes written factual findings, specific to the particular charter school, setting forth facts to support one or more of the findings listed in Section 47605, which include, the petitioners are demonstrably unlikely to successfully implement the program set forth in the petition; and the petition does not contain reasonably comprehensive descriptions of all 15 elements required in Section 47605(b)(5).

The District's staff, with assistance from legal counsel, reviewed and analyzed the resubmitted Petition and supporting documents for legal sufficiency, and have identified numerous deficiencies in, and concerns related to, the petition and the proposed Charter School's operations. As a result, staff and legal counsel recommend denial of the petition.

*** **IT IS RECOMMENDED THAT** the Board of Education adopt Resolution No. 6-2017-2018 and the Findings of Fact attached as Exhibit "A" to the Resolution and deny the petition to establish the Olive Grove Charter School: Orcutt/Santa Maria.

Moved _____

Second _____

A Roll Call Vote is Required:

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

B. Business

1. Fiscal Year 2016-2017 Audit Report and Plan of Corrective Actions

Resource Person: Brenda Hoff, Director of Fiscal Services

As required by Education Code §41010, the District retained the services of the auditing firm, Christy White Accountancy Corporation, to audit the books and accounts of the District. In accordance with Education Code §41020, the audit report for the year ended June 30, 2017 is hereby submitted to the Board of Education for review at this public meeting. The full audit report can be found on the District's website.

*** **IT IS RECOMMENDED THAT** the Board of Education accept the submission of the audit report for the year ended June 30, 2017 and approve filing it with the County Superintendent of Schools as required by Education Code §41020.

Moved _____

Second _____

Vote _____

2. 2017-2018 First Interim Report – Appendix G

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

California Education Code requires each school district to file two interim reports detailing the financial and budgetary status to the County Office of Education. The First Interim report shall cover the period ended October 31, and approved by the Board of Education no later than 45 days after the close of this period.

The County Superintendent shall certify in writing that the district can meet its financial obligations for the remainder of the fiscal year, based on current forecasts and assumptions, and for the subsequent two fiscal years.

The certification shall be classified as:

- 1) Positive Certification will be assigned indicating that the district can meet its financial obligations for the current and subsequent two years, or
- 2) Qualified Certification will be assigned to a school district if it may not meet its financial obligations for the current year and the subsequent two years, or
- 3) Negative Certification will be assigned to a school district that, based upon current projections, will be unable to meet its financial obligations for the remainder of the fiscal year or in the subsequent two fiscal years.

The full report is in accordance with the state-adopted Standards and Criteria, is posted on the District website at www.smjuhsd.k12.ca.us.

*** **IT IS RECOMMENDED THAT** the Board of Education adopt a Positive Certification for the First Interim report for fiscal year 2017-2018 as shown in Appendix G,

Moved _____

Second _____

Vote _____

3. Authorization to Make Budget Revisions – Resolution Number 7-2017-2018

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

Income and expenditures have been updated in accordance with revenues, grant awards, personnel and other expenditure adjustments. The working budget, as shown in the Projected Year Totals column of the 2017-2018 First Interim Report has been adjusted to reflect these changes is presented as Resolution Number 7-2017-2018.

***** IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 7-2017-2018 authorizing budget revisions as identified in the 2017-2018 First Interim Report.

Moved _____

Second _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 7-2017-2018**

AUTHORIZATION FOR BUDGET REVISIONS

WHEREAS, the Board of Education adopted its budget on June 20, 2017 for the fiscal year 2017-2018; and

WHEREAS, income will be received and expenditures in certain classifications will be required in excess of amounts budgeted therefore; and

WHEREAS, Education Code Section 42602 authorizes that the Board may budget and use any unbudgeted income provided during the fiscal year; and

WHEREAS, Education Code Section 42600 authorizes that transfers may be made from the designated fund balance or the unappropriated funds balance to any expenditure classification or between expenditure classifications at any time by written resolution of the district governing board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Santa Maria Joint Union High School District hereby authorizes budget revisions be made as reflected in the 2017-2018 First Interim Report.

PASSED AND ADOPTED this 12th day of December, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

4. Annual Accounting for School Facilities Fees – Resolution Number 8-2017-2018

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

In accordance with California Government Code Section 66006, the district shall, within 180 days after the close of the fiscal year, make available to the public an accounting of developer fees collected. The district is required to identify the type of fees collected, beginning and ending fund balance and interest earnings, attached hereto as Exhibit A. In addition, the district shall list proposed projects for a period of five years, attached hereto as Exhibit B. Section 66001 requires districts collecting developer fees to make additional findings every five years in which those fees remained unexpended at the end of a fiscal year.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 8-2017-2018 as presented.

Moved _____ **Second** _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 8-2017-2018**

**A RESOLUTION OF THE BOARD OF EDUCATION OF THE SANTA MARIA
JOINT UNION HIGH SCHOOL DISTRICT ADOPTING THE FINDINGS CON-
TAINED IN THE ANNUAL AND FIVE YEAR DEVELOPER FEE REPORT FOR
FISCAL YEAR 2016-2017**

WHEREAS, pursuant to its authority under Education Code Section 17620 and Government Code Section 65995, the Governing Board has previously adopted and imposed statutory school fees for the 2016-2017 fiscal year on residential, commercial, and industrial development (“Developer Fees”) to mitigate the impact of new development on the Santa Maria Joint Union High School District (“District”); and

WHEREAS, the District has deposited all Developer Fees that it has received in a separate non-commingled capital facilities fund (“Capital Facilities Fund”) established for such a purpose, pursuant to Government Code Section 66006(a) and (b); and

WHEREAS, the District has made available to the public the Annual and Five Year Developer Fee Reports for Fiscal Year 2016-2017; and

WHEREAS, the District has reviewed the information provided in the Annual and Five Year Developer Fee Report, attached hereto as Exhibits A and B, and has determined the information contained therein to be true and correct; and

WHEREAS, the Annual Developer Fee Report was prepared in accordance with Government Code Section 66006(b)(1); and

WHEREAS, the Five Year Developer Fee Report was prepared in accordance with Government Code Section 66001(d); and

WHEREAS, the District has mailed notice at least fifteen (15) days prior to this meeting to all interested parties who have requested notice of any meeting relative to the District's imposition of Developer Fees; and

WHEREAS, the Governing Board has reviewed and considered the Annual and Five Year Developer Fee Report at a duly noticed, regularly scheduled public meeting at least fifteen (15) days after the District made this information publicly available, pursuant to Government Code Section 66006(b)(2).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT AS FOLLOWS:

Section 1. The Board has reviewed the information provided in the Annual

and Five Year Developer Fee Report, and finds it to be true and correct.

Section 2. The Board, based upon the information contained in the Annual Developer Fee Report, finds as follows:

Section 2.1 That the Annual Developer Fee Report describes the types of fees contained in the Capital Facilities Fund, including the amount of the fees, the beginning and ending balance of the Capital Facilities Fund, as well as the amount of fees collected, and the interest earned thereon.

Section 2.2 That the Annual Developer Fee Report identifies each public improvement on which Developer Fees were expended, the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with Developer Fees.

Section 2.3 That sufficient funds have not been collected to complete the financing of any incomplete public improvement, and that there were no refunds made of Developer Fees.

Section 2.4 That there were no inter-fund transfers or loans made from the Capital Facilities Fund that were not made for capital improvements.

Section 3. The Board, based upon the information contained in the Five Year Developer Fee Report, finds as follows:

Section 3.1 That the purpose of Developer Fees imposed on new residential, commercial, and industrial development within the District is to fund the school facilities required to serve the additional grade K-8 students generated by such new development and that the Developer Fees will be used for the construction and/or acquisition of additional school facilities and the reconstruction of exiting school facilities to provide additional capacity.

Section 3.2 That there is a proportional and reasonable relationship between the Developer Fees imposed on new development and the need for additional District school facilities because new development will generate new students to be enrolled in the District which will lead to increased need for school facilities, and that the Developer Fees imposed do not exceed the cost of providing such additional school facilities.

Section 3.3 That there is a further proportional and reasonable relationship between the unexpended Developer Fees contained in the Capital Facilities Fund and the need for additional school facilities because the Developer Fees imposed on new developments will not fully cover the costs of providing such school facilities for these new students.

Section 3.4 That the portion of the Capital Facilities Fund that remains unexpended will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities in order to increase capacity, and the acquisition of additional portable classrooms to accommodate students generated from new development.

Section 3.5 That the funding anticipated to complete the financing of incomplete projects will be obtained from the State School Facilities Program and additional Developer Fees as set forth in the Five Year Developer Fee Report.

Section 3.6 That the dates upon which the District's school facilities projects employing the unexpended funds in the Capital Facilities Fund will commence are not presently known.

Section 4. The District made the Annual and Five Year Developer Fee Report available for public review at least fifteen (15) days prior to the Board's consideration of said report.

Section 5. The District mailed notice of the time and place of the Board meeting in which the Annual and Five Year Developer Fee Report would be considered, as well as the location where the reports could be reviewed, at least fifteen (15) days before the meeting, to each individual who had filed a written request for such notice.

PASSED AND ADOPTED this 12th day of December, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

5. Delegation of Governing Board Powers and Duties and Authorized Signatures Pages – Resolution 9-2017-2018

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

Education Code Section 35161 grants the Board of Education the authority to delegate various powers and duties to employees of the district to act on its behalf. It is necessary to update the resolution and authorized signatures, annually and in addition to periodic changes in personnel.

Approval of Resolution Number 9-2017-18 and the Submission of Authorized Signature Forms, designate various staff to act on behalf of the Board of Education with specific limitations and restrictions.

***** IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 9-2017-2018 Delegating Specific Powers and Duties of the Board of Education and the submission of Authorized Signature Forms and notify the County Superintendent of Schools accordingly.

Moved _____ **Second** _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 9-2017-2018**

DELEGATION OF GOVERNING BOARD POWERS/DUTIES

WHEREAS, Education Code Section 35161 provides that “the governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board...” , and

WHEREAS, Education Code Section 35161 further provides that the governing board “may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated.” and

WHEREAS, the Governing Board of the Santa Maria Joint Union High School District recognizes that while the authority provided in Education Code Section 35161 authorizes the Board to delegate any of its powers and duties, the Governing Board retains the ultimate responsibility over the performance of those powers or duties.

WHEREAS, the Governing Board further recognizes that where other education code provisions authorize a delegation of authority for a specific purpose, but impose restrictions on such delegated authority, these restrictions must be observed.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the authority provided in Education Code 35161, the Governing Board of the Santa Maria Joint Union High School District hereby delegates to the following officers or employees of the district, the authority to act on its behalf in performance of the duties and powers granted to the Board by law, as indicated below and subject to the following limitations and restrictions:

- Mark Richardson, District Superintendent
 - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders, contracts and process change orders for bids and contracts. Designated as a district representative with the State of California – State Allocation Board/Office of Public School Construction.

- Yolanda Ortiz, Assistant Superintendent of Business Services
 - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders, contracts and process change orders for bids and contracts. Designated as a district representative with the State of California – State Allocation Board/Office of Public School Construction.

- Michelle Coffin, Director of Fiscal Services
 - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders and contracts.
- Kevin Platt, Assistant Superintendent of Human Resources
 - Delegated Power of Duty: Ability to approve contracts.
- Reese Thompson, Director of Facilities & Operations
 - Delegated Power or Duty: Ability to approve contracts.
- Gary Wuitschick, Director of Support Services
 - Delegated Power or Duty: Ability to approve purchase orders and contracts.

PASSED AND ADOPTED this 12th day of December, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

VIII. 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 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:

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

A. Approval of Minutes

Regular Board Meeting – November 14, 2017

B. Approval of Warrants for the Month of November 2017

Payroll	\$7,129,581.38
Warrants	<u>3,626,538.50</u>
Total	<u>\$ 10,756,119.88</u>

C. Attendance Report

Mrs. Yolanda Ortiz, Assistant Superintendent of Business Services, will be available to answer questions regarding the 2017-2018 third monthly attendance report presented on the last page of this agenda.

D. Pupil Matters - Education Code Sections 35146 & 48918

Administrative Recommendation for student re-admission from suspended expulsion: 348877

Administrative Recommendation for student re-admission from expulsion: 346209

E. Facility Report – **Appendix B**

F. New Course Adoptions

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

- Ethnic and Social Justice in US History – PVHS/SMHS
- Geology – RHS
- Cine y Teatro – PVHS
- Identity and Culture for Spanish Speakers 3 – RHS
- Biology & Sustainable Agriculture – SMHS
- Advanced Technology & Engineering – SMHS
- Foundations of Technology & Engineering – SMHS
- Intermediate Guitar – SMHS

G. Approval of Board Policies

The following board policies are presented for approval. The policies were listed for first reading on the November 14, 2017 board agenda.

BP 0400	Comprehensive Plans
BP/AR 0460	Local Control and Accountability Plan
BP 0500	Accountability
BP/AR 0520.2	Deleted
BP 0520.3	Deleted
BP/AR 1113	District and School Web Sites

H. Amendment to the SBCSELPA Agreement

The Executive Board of the SBCSELPA have made one minor change to the Joint Powers Agreement that governs our SELPA. The ending date of the term of board members (eight superintendents from our districts) was changed to June 30 instead of December 31. This aligns with the school year calendar and allows for superintendents to serve terms that begin on July 1 and end two years later on June 30.

I. The following list of members, for the CTE Advisory Committee, is being presented to the Board of Education for approval:

The advisory committee includes representatives of business and industry, labor organizations, school district administrators, teachers, parents, and other interested individuals. The focus of the group is to evaluate and provide input for the CTE programs in the district and determine how the district can best serve the student needs within the limitations placed on education while also serving as the liaison between the district and potential employers.

REGULAR MEETING December 12, 2017
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NAME	COMPANY/AFFILIATION
Andree, Heidi	ERHS Home Economics Department Chair
Appel, Susan	Rabobank, N.A.
Arellano, Jose	Brumit Diesel Inc.
Atkison, Robert	Toyota of Santa Maria
Authier, Scott	PVHS Industrial Arts Department Chair
Baskett, David	IES, LLC
Burke, Edmond	Space Information Labs and Endeavour Center
Crusan, Lisa	PVHS Home Economics Department Chair
Davis, John	SMJUHSD Assistant Superintendent of Curriculum & Instruction
Del Rio, LeeAnne	CTEIG Coordinador
Foley, Mary	SMHS Home Economics Department Chair
Guerra, Hector	PVHS AG Department Chair
Guerra, Miguel	ERHS AG Department Chair
Healy, Elaine	Allan Hancock College
Jacobs, Rebecca	CTEIG Assistant
Maxwell, David	ERHS Business Department Chair
Melsheimer, Peter	Melfred Borzall
Powell, Mark	SMHS AG Department Chair
Quaid, Cindy	SMHS Business Department Chair
Richardson, Mark	SMJUHSD Superintendent
Rust, Rick	Aera Energy LLC
Singn, Suzanne	Santa Maria Chamber of Commerce
Souza, Daryl	Innovative Produce
Stevens, Thomas	US Air Force
Sylvester, Sandra	PVHS Business Department Chair
Tetley, Brian	Urban Planning Concepts/Parent

J. Out of State Travel

PERSON/REASON	PLACE/DATE	FUNDING
Mary Foley, Robin Schneider, Margarito Frias, Caren Ray, Zenia Iniguez, Leslie Martinez/RTI at Work Institute	Plano, Texas January 16-18, 2018	Educator Effectiveness Grant
Kent Olson, Tom Barragan, 14 Student Athletes from PVHS Varsity Wrestling/Tournament of Champions	Reno, Nevada December 14-16, 2017	PVHS Wrestling ASB Account

K. Authorization for Sale of Obsolete Equipment – Appendix C

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 in Appendix C. 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/>.

L. Purchase Orders

PO #	Vendor	Amount	Description/Funding
BPO18-00493	Sysco Food Services of Ventura	\$ 250,000.00	Food and food-related supplies for 17-18 school year / Cafeteria Fund

M. Acceptance of Gifts

Pioneer Valley High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
PG & E	Link Crew	\$60.00
PG & E	Watkins	\$60.00
Total Pioneer Valley High School		<u>\$120.00</u>

IX. REPORTS FROM EMPLOYEE ORGANIZATIONS

X. 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.

XI. 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.

XII. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held January 9, 2018. 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.

XIII. FUTURE REGULAR BOARD MEETINGS FOR 2018

January 9, 2018	May 8, 2018	September 11, 2018
February 13, 2018	June 12, 2018	October 9, 2018
March 13, 2018	June 19, 2018	November 13, 2018
April 10, 2018	July 10, 2018	December 11, 2018
	August 7, 2018	

XIV. ADJOURN

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
MONTHLY REPORT OF ATTENDANCE
THIRD MONTH OF 2017-18

October 02, 2017 through October 27, 2017

	Third Month 2016-17				Third Month 2017-18				Prior Year		Cumulative ADA	
	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % to CBEDS	ADA	ADA % to CBEDS	Current Year
ERNEST RIGHETTI HIGH												
Regular	2029	1952.75	95.7%	2066	1993.80	96.2%	2066	1993.80	1968.67	96.2%	2011.68	
Special Education	76	73.60	95.8%	85	80.80	94.9%	85	80.80	73.89	94.9%	81.32	
Independent Study	15	9.70	64.7%	30	17.15	68.2%	30	17.15	8.88	68.2%	12.56	
Independent Study 12 + 12	0	0.00	0.0%	0	0.00	---	0	0.00	0.00	---	0.00	
Independent Study Spec Ed	0	0.00	0.0%	0	0.00	---	0	0.00	0.00	---	0.00	
CTE Program	6	5.90	84.9%	7	4.45	89.0%	7	4.45	5.19	89.0%	4.25	
Home and Hospital Reg Ed	4	2.25	73.8%	3	1.75	81.4%	3	1.75	1.63	81.4%	0.75	
Home and Hospital Spec Ed	4	4.10	95.3%	1	0.70	70.0%	1	0.70	3.26	70.0%	0.37	
TOTAL RIGHETTI	2134	2048.30	95.7%	2192	2098.45	96.1%	2192	2098.45	2061.52	96.1%	2111.11	
SANTA MARIA HIGH												
Regular	2383	2310.35	96.8%	2420	2343.50	96.5%	2420	2343.50	2318.54	96.5%	2350.77	
Special Education	97	92.55	94.8%	87	80.45	92.0%	87	80.45	90.60	92.0%	79.91	
Independent Study	25	20.45	89.9%	15	13.60	94.4%	15	13.60	15.84	94.4%	9.81	
Independent Study 12 + 12	0	0.00	0.0%	0	0.00	---	0	0.00	0.00	---	0.00	
Independent Study Spec Ed	0	0.00	0.0%	2	1.40	70.0%	2	1.40	0.00	---	0.00	
CTE Program	7	5.65	80.7%	10	6.70	86.7%	10	6.70	6.79	86.7%	6.89	
Home and Hospital Reg Ed	8	5.80	88.5%	10	8.05	79.7%	10	8.05	3.93	79.7%	6.02	
Home and Hospital Spec Ed	2	0.35	31.8%	0	0.00	---	0	0.00	0.60	---	0.00	
TOTAL SANTA MARIA	2522	2435.15	96.7%	2544	2453.70	96.4%	2544	2453.70	2436.30	96.4%	2454.28	
PIONEER VALLEY HIGH												
Regular	2573	2506.30	97.3%	2546	2482.10	97.2%	2546	2482.10	2510.95	97.2%	2495.37	
Special Education	105	98.85	94.1%	106	101.60	93.9%	106	101.60	98.21	93.9%	102.95	
Independent Study	8	5.20	75.4%	21	9.95	49.0%	21	9.95	3.16	49.0%	5.88	
Independent Study Spec Ed	3	2.05	68.3%	2	1.10	84.6%	2	1.10	1.67	84.6%	0.96	
Home and Hospital Reg Ed	8	6.35	79.4%	9	8.30	92.7%	9	8.30	5.86	92.7%	7.18	
Home and Hospital Spec Ed	3	1.80	60.0%	2	2.00	100.0%	2	2.00	1.47	100.0%	2.00	
TOTAL PIONEER VALLEY	2700	2620.55	97.2%	2686	2605.05	97.0%	2686	2605.05	2621.32	97.0%	2614.33	
PROGRAM E DAY TREATMENT @ LINCOLN STREET	6	4.85	80.8%	7	6.45	92.8%	7	6.45	4.60	92.8%	4.33	
DISTRICT SPECIAL ED TRANSITION	28	26.95	96.3%	24	23.75	99.0%	24	23.75	27.53	99.0%	23.91	
DISTRICT SPECIAL ED TRANSVOC MM	15	15.00	96.2%	22	22.00	100.0%	22	22.00	15.23	100.0%	21.88	
ALTERNATIVE EDUCATION												
Delta Continuation	335	263.07	78.3%	339	256.72	75.0%	339	256.72	258.99	75.0%	259.95	
Delta 12+	0	0.00	0.0%	1	0.59	59.0%	1	0.59	0.00	---	0.68	
Delta Independent Study	6	5.19	97.9%	18	14.07	94.1%	18	14.07	2.94	94.1%	8.81	
Delta Independent Study 12+	13	13.10	89.1%	3	3.70	87.1%	3	3.70	13.40	87.1%	2.60	
Delta Independent Study Spec Ed	0	0.00	0.0%	2	1.25	100.0%	2	1.25	0.00	---	1.24	
Home & Hospital Reg Ed	1	0.15	10.5%	5	2.60	63.4%	5	2.60	0.09	63.4%	1.25	
Reach Program--ERHS	---	---	---	2	0.50	43.5%	2	0.50	0.00	---	0.00	
Reach Program--SMHS	4	3.10	77.5%	5	4.25	87.6%	5	4.25	2.84	87.6%	2.86	
Reach Program--PVHS	12	9.45	88.3%	9	7.10	85.5%	9	7.10	6.75	85.5%	5.63	
Home School @ Library Program	34	26.45	89.4%	38	29.85	86.4%	38	29.85	24.72	86.4%	30.05	
Delta HS I.S. Program P	22	16.00	85.0%	25	22.40	87.7%	25	22.40	15.62	87.7%	14.68	
TOTAL ALTERNATIVE EDUCATION	427	336.51	78.9%	447	345.03	77.2%	447	345.03	325.35	77.2%	327.75	
TOTAL HIGH SCHOOL DISTRICT	7632	7487.31	95.6%	7922	7554.43	95.4%	7922	7554.43	7491.85	95.4%	7557.89	

CLASSIFIED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Pay Rate	Hours	
	Increase Hours	Food Service Worker I	SMHS to PVHS	12/6/17	9/E	3.75 to 4	
	Increase Hours	Bus Driver	DO	10/16/17	18/C	4.75 to 5.25	
	Resign	Accompanist	SMHS	11/1/17	15/C	4/wk	
	Resign	Bus Driver	DO	11/16/17	18/E	5	
	Resign	Campus Security Assistant	PVHS	11/16/17	12/E	3	
	Resign	Translator-Interpreter	RHS	11/14/17	24/C	6	
	Promote	Campus Security Assistant II	RHS	12/4/17	17/B	4	
	Increase Hours	Bus Driver	DO	9/15/17	18/C	5.5 to 5.75	
	Increase Hours	Bus Driver	DO	10/16/17	18/B	4.75 to 5.25	
	Increase Hours	Bus Driver	18/C	9/15/17	18/C	5.5 to 5.75	
	Resign	Custodian (school year)	PVHS	11/29/17	15/B	8	
	Increase Hours	Food Service Worker I	SMHS	12/11/17	9/D	3.75	
	Resign	Food Service Worker I	PVHS	11/9/17	9/A	3	
	Employ	Custodian	SMHS	12/6/17	15/A	8	
	Resign	Custodial Supervisor	RHS	11/26/17	23/D	8	
	Resign	Instructional Assistant-Bilingual	RHS	11/13/17	13/A	6.5	
CERTIFICATED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Salary	FTE	
	Teacher Prep Period	Agriculture	SMHS	10/30-12/15/2017	18/V	1.0	
	Baby Bonding	English	PVHS	12/11/17 - 3/23/18	13/V	1.0	
	LWOP	English	PVHS	3/26/18 - 6/7/18	13/V	1.0	
	Employ	Director MMEP/Interim	LC	12/1-6/30/2018	14/3	1.0	
	Baby Bonding	Mathematics	RHS	1/8-3/27/18	10/V	1.0	
	Teacher Prep Period	Science	SMHS	10/23-12/15/2017	24/V	1.0	
	CTE Payment	VPA/Int'l Language	RHS	2017-18	\$1,500.00		
	Baby Bonding	Counselor	PVHS	11/30/17-2/2/2018	5/IV +5days	1.0	
	Teacher Prep Period	Mathematics	SMHS	10/23-12/15/2017	28/V	1.0	
	Resigned	English	DHS	12/31/17	11/V	1.0	
COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Co Head Varsity Boys Wrestling	PVHS	2017-2018	\$980.00		WALK-ON
	Stipend	Head JV Boys Wrestling	PVHS	2017-2018	\$20.00		WALK-ON

COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Co Head JV Boys Wrestling	PVHS	2017-2018	\$1,000.00		WALK-ON
	Stipend	Co Head Varsity Boys Wrestling	PVHS	2017-2018	\$ 1,000.00		WALK-ON
	Updated Stipend	Co Head JV Boys Wrestling	PVHS	2017-2018		\$ 1,500.00	CLASS
	Stipend	Head Varsity Boys Basketball	SMHS	2017-2018	\$4,264.00		CERT
	Stipend	Head JV Boys Basketball	SMHS	2017-2018	\$2,450.00		CLASS
	Stipend	Co Head JV Boys Basketball	SMHS	2017-2018	\$748.00		CLASS
	Stipend	Head Frosh Boys Basketball	SMHS	2017-2018	\$3,198.00		CLASS
	Stipend	Head Varsity Girls Basketball	SMHS	2017-2018	\$4,264.00		CLASS
	Stipend	Head JV Girls Basketball	SMHS	2017-2018	\$1,599.00		WALK-ON
	Stipend	Co Head JV Girls Basketball	SMHS	2017-2018	\$1,599.00		WALK-ON
	Stipend	Head Frosh Girls Basketball	SMHS	2017-2018	\$1,599.00		WALK-ON
	Stipend	Co Head Frosh Girls Basketball	SMHS	2017-2018	\$1,599.00		WALK-ON
	Stipend	Head Varsity Boys Soccer	SMHS	2017-2018	\$3,553.00		WALK-ON
	Stipend	Head JV Boys Soccer	SMHS	2017-2018	\$1,599.00		WALK-ON
	Stipend	Co Head JV Boys Soccer	SMHS	2017-2018	\$1,066.00		WALK-ON
	Stipend	Co Head JV Boys Soccer	SMHS	2017-2018		\$700.00	WALK-ON
	Stipend	Head Varsity Girls Soccer	SMHS	2017-2018	\$3,553.00		WALK-ON
	Stipend	Head JV Girls Soccer	SMHS	2017-2018	\$2,665.00		WALK-ON
	Stipend	Head Varsity Girls Girls Water Polo	SMHS	2017-2018	\$3,553.00		CERT
	Stipend	Head JV Girls Water Polo	SMHS	2017-2018	\$2,665.00		CERT
	Stipend	Head Varsity Boys Wrestling	SMHS	2017-2018	\$4,027.00		CERT
	Stipend	Head JV Boys Wrestling	SMHS	2017-2018	\$3,020.00		CERT
	Stipend	Head Varsity Girls Wrestling	SMHS	2017-2018	\$4,027.00		CLASS
	Stipend	Asst. Athletic Director	SMHS	2017-2018	\$1,105.00		CLASS
	Stipend	Asst. Athletic Director	SMHS	2017-2018	\$2,211.00		CERT
	Stipend	Head Varsity Boys Basketball	RHS	2017-2018	\$4,264.00		CERT
	Stipend	Head JV Boys Basketball	RHS	2017-2018	\$2,198.00		WALK-ON
	Stipend	Co Head JV Boys Basketball	RHS	2017-2018	\$100.00		CERT
	Stipend	Head Frosh Boys Basketball	RHS	2017-2018	\$2,198.00		WALK-ON
	Stipend	Co Head Frosh Boys Basketball	RHS	2017-2018	\$1,000.00		CERT
	Stipend	Head Varsity Girls Basketball	RHS	2017-2018	\$4,264.00		CERT
	Stipend	Co Head Varsity Girls Basketball	RHS	2017-2018		\$1,900.00	WALK-ON
	Stipend	Head JV Girls Basketball	RHS	2017-2018	\$3,198.00		WALK-ON

COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Head Frosh Girls Basketball	RHS	2017-2018	\$3,198.00		WALK-ON
	Stipend	Head Varsity Boys Soccer	RHS	2017-2018	\$3,553.00		CERT
	Stipend	Head JV Boys Soccer	RHS	2017-2018	\$2,665.00		WALK-ON
	Stipend	Head Varsity Girls Soccer	RHS	2017-2018	\$3,553.00		CLASS
	Stipend	Head JV Girls Soccer	RHS	2017-2018	\$2,665.00		WALK-ON
	Stipend	Head Varsity Girls Water Polo	RHS	2017-2018	\$3,553.00		CERT
	Stipend	Co Head Varsity Girls Water Polo	RHS	2017-2018		\$2,200.00	WALK-ON
	Stipend	Head JV Girls Water Polo	RHS	2017-2018	\$2,665.00		WALK-ON
	Stipend	Head Varsity Boys Wrestling	RHS	2017-2018	\$2,014.00		CERT
	Stipend	Co Head Varsity Boys Wrestling	RHS	2017-2018	\$2,013.00		CERT
	Stipend	Head JV Boys Wrestling	RHS	2017-2018	\$2,000.00		CERT
	Stipend	Co Head JV Boys Wrestling	RHS	2017-2018	\$1,020.00		CERT
	Stipend	Head Varsity Girls Wrestling	RHS	2017-2018	\$3,047.00		CLASS
	Stipend	Co Head Varsity Girls Wrestling	RHS	2017-2018	\$980.00		CERT
	Updated Stipend	Varsity Dance Coach	RHS	2017-2018	450.21		WALK-ON

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

November 2017 Activities

1. Santa Maria High School Construction Projects

SMHS Reconstruction – (Rachlin Partners Architect)

- The District is in the process of negotiating and developing a contract with Vernon Edwards Constructors, Inc. as the Lease Leaseback firm on the project. The architect continues to work on the initial schematic design plans for the project.

2. Ernest Righetti High School Construction Projects

ERHS New 38-Classroom Building – Rachlin Partners

- Construction activities continue. At the second-floor, the contractor continues to pour the concrete floor. At the third-floor deck, the installation of reinforcing steel is nearing completion and preparations for the pouring of concrete are underway.
(Photos)

ERHS Maintenance and Operations Building Project – Rachlin Partners

- Legal counsel reviewed the architect and consultant services agreements and submitted comments to the District. Those comments are under review.

3. Pioneer Valley High School Construction Projects

C2004 District Performing Arts Center – BCA Architects

- Final theatrical systems commissioning is to be scheduled during late December or January depending on facility use needs. Final DSA approval and other closeout documentation activities continue.

PVHS Pool Lighting and Column Repair – WLC Architects

- DSA review activities are now scheduled to begin December 11, 2017. A revised bid and construction schedule will be developed after DSA plan approval is received.

PVHS Track and Field Renovations – Support Services

- Final contract documentation and closeout activities continue.

PVHS Gym Floor Resurfacing – Support Services

- Bid package documents are under development for resurfacing activities to be conducted during the summer of 2018.

PVHS 12 Modular Fire Sprinkler and HVAC Revisions – Support Services

- Revision to the fire sprinkler system and HVAC mounts to allow original project closeout is under review. Work is anticipated to occur during the summer of 2018.

4. New Facility

C2004 Career Technical Education (CTE) Center/Ag Farm – PMSM Architects

- The project review continues at the Division of State Architect (DSA). District staff and CFW completed two draft grant applications for the Career Technical Education Facilities Program presented to the Board on November 14. Final applications have been submitted to the District by CFW and were forwarded to the State Department of Education by November 29, 2017.

5. District Wide and Support Services Center

District Wide Project Closeout – Support Services

- Review of project closeout issues continues. Projects under current review and their status are as follows:
 - PVHS 12 Modular Classrooms: This item was moved to the PVHS section under its own project.
 - Evaluations continue on remaining legacy projects requiring special review with the Architect of Record for outstanding SMHS and ERHS projects.

SSC New West Parking Area – Flowers and Associates

- The consultant continues to work with the City and other agencies on information requests. Documents requiring approval by Santa Barbara County Flood Control & Water Conservation District have been submitted for review and approval. Upon receipt of approval the package will be returned to the City for final review. Bidding and construction schedules are pending City final approval.

Proposition 39 District Wide Mechanical Upgrades – Ravatt-Albrecht Architects

- Project redesign activities are complete. Final reviews and approvals by district staff are underway. Bidding is estimated to begin in mid-January 2018 with construction to commence in spring 2018.

Proposition 39 HVAC Ducting Installation – Ravatt-Albrecht Architects

- Final scope reviews and approvals by district staff are underway. Bidding is estimated to occur in January 2018.

District Wide Security Camera Installation (Phase 2) – Support Services

- Bid package development is underway for the installation of additional cameras at SMHS, PVHS, ERHS, and SSC. Bidding is estimated to occur in January 2018.

Solar Photovoltaic – Support Services

- Construction continues at ERHS, PVHS, DHS, and the SSC. Unstable soils conditions were encountered during pier installation at the RHS east parking lot and at one bore location at DHS. Unique sandy soil kept collapsing during boring causing the need to develop a site-specific stabilization method that included multiple borings and significant amounts of slurry at thirteen (13) pier locations. Overall project substantial completion is expected at all sites by December 31, 2017; however, some detail work may extend into early January. **(Photos)**

6. Summer Activities

District Wide Summer Projects Planning

- Evaluations of proposed projects for summer 2018 has begun and will continue through December 2017.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

SMHS

- Groomed the football stadium.
- Completed herbicide treatment in several areas of campus.
- Performed preventive maintenance on grounds equipment.
- Inspected and repaired sprinklers throughout campus.
- Prepared fields for soccer season.
- Maintained sports field striping.
- Performed gopher control activities.
- Rotated recycle bins.
- Repaired walkway trip hazards at the north end of campus using the concrete grinder.
- Renovated the fencing at the welding shop patio.
- Replaced failed lights on the football scoreboard.
- Completed the remodel of classroom 514, Engineering lab. **(Photos)**
- Installed a domestic dryer vent in classroom 101.
- Installed carpet and wall padding in the new "reboot room" in classroom 335.
- Repaired exterior doors in classrooms 360 and 361.
- Regouted underground utility piping penetrations into administration building to prevent moisture penetration to the space under the building.
- Performed lighting repairs in classroom 119, Administration hallway, Multi-Purpose Room, Ethel Pope Auditorium, and the swimming pool. **(Photo)**
- Repaired the public address system in classroom 641.
- Cleaned security camera lenses campus wide.
- Performed plumbing fixture repairs in the Administration, Library, maintenance shop, swimming pool, Wilson Gymnasium, 240's 320's, 300's restrooms 330's 360's, 500's, 500's restrooms, 600's restrooms.
- Installed pull-up bars at wrestling room.
- Installed window blinds in the assistant principal's office door.
- Completed preventive maintenance door inspection in all 300 series locations.
- Performed weekly swimming pool preventive maintenance inspection.
- Performed ADA Chair lift weekly inspections.
- Inspected, tested, and repaired LCD projector in classroom 231.
- Completed repairs on custodial cleaning equipment.
- Performed repairs to HVAC systems at classrooms 528, 640, and 642.
- Performed repairs on doors in the MMLC, stadium concessions, as well as classrooms 131, 247, 321, and 615.
- Repaired stadium turf groomer.
- Repaired or replaced student restroom dispensers in 300's, 340's, 360's.
- Setup and restore from school and civic center use events – staff collaboration, Vince Romo presentation, UCSB EAOP, PIDA, Parents on a Mission, DELAC, MPAC, ELAC, Academic Awards Night, LCAP parent meeting, Cash for College, parent portal workshop, FFA meeting, ASB elections, Homecoming Dance, Day of the Dead activities, Link Crew, RHS Marimba, SMHS volleyball, SMHS football, SMHS boys' & girls' soccer, fall sports banquets, SMHS boys' & girls' basketball, Veterans Day Run to Remember, FBSMV, AHC classes, Cal Poly ETS meetings, Mexican Consulate services, PIQE, SM youth football league, CCSL adult soccer, and Orcutt Academy football.
- Preventive work order hours – 28
- Routine work order hours – 221
- Total work orders completed – 239
- Event setup hours – 222

REGULAR MEETING
December 12, 2017

PVHS

- Setup for tennis matches.
- Setup for PVHS football games.
- Setup the stadium for soccer season. Relocated soccer goals to the stadium.
- Prepared the softball fields for weekend games. **(Photo)**
- Setup temporary lighting at the pool for water polo practices.
- Serviced all lawn mowers and edgers. Repaired the field paint sprayer.
- Inspected and serviced sprinklers throughout campus.
- Installed two new computer drops in the Administration lobby.
- Installed two televisions in the Library. **(Photo)**
- Wired a manual filter backwash pump at the pool.
- Repaired broken delineators for the lunch line at the satellite foodservice station.
- Repaired broken handrail on the west side of the gymnasium bleachers.
- Investigated a heating problem and repaired a faulty thermostat in the Performing Arts Center.
- Repaired a leak in the circulating pump at the pool.
- Painted the drop off zone in the student parking lot.
- Assisted with setting up the sound system in the Performing Arts Center.
- Repaired a communication problem at the #1 sprinkler irrigation clock.
- Installed wall mounted racks for emergency packets in classrooms. Completed approximately half of the campus.
- Assembled new furniture in the records room.
- Converted the Performing Arts Center door locks to the District standard key cores.
- Assembled a new bench outside of classroom 204.
- Repaired broken fencing at the bus staging area in front of the school.
- Repaired a food warmer and replaced a door sweep in the cafeteria kitchen.
- Replaced broken soap dispensers in the girls' restroom in the English Building.
- Repaired campus gates #4 and #19.
- Replaced a failed exhaust fan in the boys' restroom in the Science Building.
- Repaired the exhaust fan in the girls' restroom in the English Building.
- Repaired a broken goal post at the football stadium.
- Suspended new posters in the Science and English Building hallways.
- Replaced computer projectors in classrooms 209 and 432.
- Installed a new lockout station in the maintenance shop.
- Replaced broken window blinds in classroom 212.
- Setup and restore from school and civic center use events – volleyball games, Mindful Mondays, ASVAB Testing, College Presentation, ASM Meeting, Teen Star Auditions, Avid 2020 Parent Night, crisis training, Panther Pack Parent Social, AHC Information Night, Share Rally, FFA lunch rally, Homecoming Dance, choir pictures, water polo matches, tennis banquet, freshman football banquet, sports meetings, PVHS football games, tennis matches, Superintendent's Taco Tuesday, and all school BBQ.
- Preventive work order hours – 14
- Routine work order hours – 129
- Total work orders completed – 171
- Event setup hours – 217

ERHS

- Striped the Delta High School play field for flag football.
- Assisted with the cleanup of the Kinderpatch Fall Festival.
- Began preparation of the softball and baseball fields for the spring season.
- Cleaned storm drains throughout campus.
- Performed gopher control maneuvers.
- Completed herbicide treatment throughout campus.
- Replaced exterior doors on the north end of the gymnasium.
- Repainted evacuation numbers. **(Photo)**
- Repainted the gymnasium lobby, 200 Building exterior, and Administration counselor waiting room.
- Repaired leaking toilets, urinals, and sinks. Replaced the kitchen faucet in classroom 235.
- Repaired damaged steps at the football stadium.
- Repaired lights in the drama classroom.
- Performed monthly inspections: fire extinguishers, fire alarm, AEDs emergency lighting, eye wash stations.
- Performed quarterly preventive maintenance: Delta High HVAC, ERHS 30 and 400 Building Heating, inspect and lubricate Delta High doors as well as ERHS 100, 200, and portable classroom doors.
- Completed semi-annual HVAC filter changes at Delta High School and ERHS.
- Repaired damaged panic hardware on an exit door in the boys' locker room.
- Replaced computer projector lamps in classrooms 225, 503, and 610.
- Installed new basketball rims and nets in the gymnasium.
- Setup and restore from school and civic center use events - PIQE, Reach Higher Event, Special Education Halloween party, TIP meeting, Respect Day, Parents on a Mission, ACT testing, Kinderpatch fall event, AVID Wake-a-Thon, cheer clinic, Jostens Graduation Assembly, FFA Greenhand Banquet, football team dinners, and athletic signings.
- Preventive work order hours – 112
- Routine work order hours – 222
- Total work orders completed – 183
- Event setup hours – 219

District Maintenance, Operations, and Transportation

- Completed GPS installation on the District white fleet: 110 trucks, vans, and pool vehicles. One vehicle was out of town and will be serviced when it returns. Additionally, 60 of these vehicles received student tracking equipment. This will provide safety location services on all District vehicles.

Graffiti & Vandalism

- | | | |
|--------|----|-----|
| • DHS | \$ | 0 |
| • ERHS | \$ | 170 |
| • SMHS | \$ | 140 |
| • PVHS | \$ | 0 |

Reese Thompson
Director – Facilities and Operations

Photo Gallery - Major Projects



ERHS 38 Classroom Building - Aerial Views of Floor Steel Installation



ERHS Solar Power – Early Morning Drilling of Piers



ERHS Solar Power – Rebar Installation for the Concrete Piers



ERHS Solar Power – Steel Supports Installed in the Staff Parking Lot



PVHS Solar Power – Steel Supports Installed in the Student Parking Lot



DHS Solar Power - Concrete Footings Poured and Curing



SSC Solar Power - Conduit Pulled into holes Bored Under the Parking Lot

Photo Gallery – Maintenance & Operations



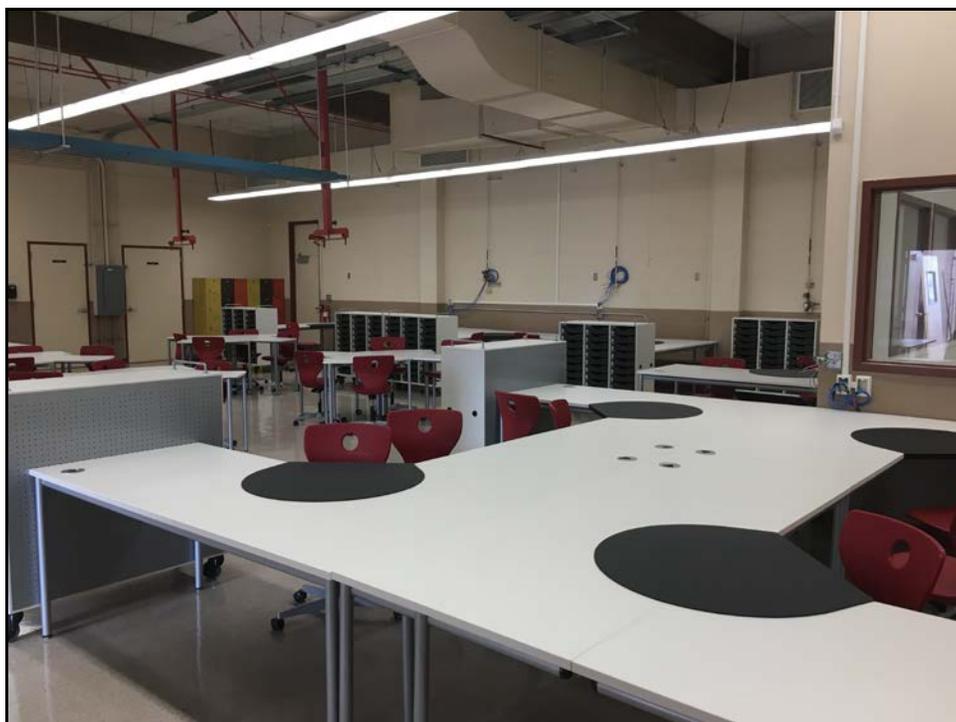
SMHS –Del Ward Removes Power and Communications for New Engineering Lab



SMHS – José Placencia Repairing Tile Following Power Removal in New Engineering Lab



SMHS - Engineering Lab Floor Ready for Furniture and Equipment



SMHS - Engineering Lab Furniture Installed and Ready To Go!



SMHS – New High-Level Lift Allows M & O Crew to Replace Lights in Ethel Pope Auditorium



PVHS – Dale Olmstead Prepares the Varsity Softball Field for a Weekend Game



PVHS – Andy Freitas Installs a New Television in the Library



ERHS – Ernest Paz Repaints the Evacuation Assembly Locations near the Volleyball Courts

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
12253	APPL/FOOD SVC	MLG2000AWW Maytag White Stacked Washer & Gas Dryer	51867918AL
24220	APPL/FOOD SVC	SHARP R216LS 800 WATT COUNTER TOP MICROWAVE - STAINLESS STEEL	64571
24221	APPL/FOOD SVC	SHARP R216LS 800 WATT COUNTER TOP MICROWAVE - STAINLESS STEEL	64575
24222	APPL/FOOD SVC	SHARP R216LS 800 WATT COUNTER TOP MICROWAVE - STAINLESS STEEL	64573
24219	APPL/FOOD SVC	SHARP R216LS 800 WATT COUNTER TOP MICROWAVE - STAINLESS STEEL	64559
26892	AV EQUIP	Digital Solutions Software AdvancedPackage Includes: Canon T3 Camera 18-55IS Lens 55-250IS Lens Battery, Battery Charger 16GB Memory Card, Case Warranty: 1 YEAR Parts & Labor Quote #Q418966 Prices Include Shipping	3.02074E+11
21174	AV EQUIP	LB-50NTU Panasonic LCD Projector, XGA 1024 x 768, 20000 Lumens, Wireless	SB6450164 R
32196	AV EQUIP	NEC NP-M323X XGA DLP PROJECTOR 3200 LUMENS W/10 000.1 CONTRAST WITH IRS 20W SPEAKER DUAL HDMI INPUTS VARIABLE WARRANTY REGISTERED OWNERS RECEIVE 2 YEARS P&L INCLUDING INSTACARE. 1 YEAR OR 500 HOURS ON LAMP WHICHEVER COMES FIRST. INSTACARE PROVIDES OR	80429
13992	AV EQUIP	NEC VT575 Projector Includes: XGA resolution with 1500 ANSI Lumens	5800113FJ
25752	AV EQUIP	NP-M300X NEC 3000 Lumen Projector 2/2000:1 Contrast with IRIS, 10W Speaker, XGA, LCD, HDMI Input, USB Input (display), USB Viewer Capability (JPEG), Closed Captioning, RJ-45 (CTL & Image Transfer), 6000 hr. Lamp Life (ECO) Mode, Sliding Lens Cover & Wirele	2600188FF
24695	AV EQUIP	NP-M300X NEC M300X Projector, 3,000 Lumens 2,000:1 Contrast with IRIS, 10W Speaker, XGA, LCD, HDMI Input, USB Input (display), USB Viewer Capability (JPEG), Closed Captioning, 6,000 Hour Lamp Life (ECO Mode) Sliding Lens Cover & Wireless LAN (opti	1500795fc

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
26591	AV EQUIP	NP-M311X NEC 3100 Lumen Projector w/3000:1 Contrast with IRIS, 10W Speaker, HDMI Input, USB Display/Viewer Capability, Closed Captioning, RJ-45 (CTL & JPEG viewer), 8,000 Lamp Life (ECO mode), Sliding lens cover & wireless LAN optional Warranty: Regis	3301477FA
26592	AV EQUIP	NP-M311X NEC 3100 Lumen Projector w/3000:1 Contrast with IRIS, 10W Speaker, HDMI Input, USB Display/Viewer Capability, Closed Captioning, RJ-45 (CTL & JPEG viewer), 8,000 Lamp Life (ECO mode), Sliding lens cover & wireless LAN optional Warranty: Regis	3301486FA
26593	AV EQUIP	NP-M311X NEC 3100 Lumen Projector w/3000:1 Contrast with IRIS, 10W Speaker, HDMI Input, USB Display/Viewer Capability, Closed Captioning, RJ-45 (CTL & JPEG viewer), 8,000 Lamp Life (ECO mode), Sliding lens cover & wireless LAN optional Warranty: Regis	3301469FA
26784	AV EQUIP	NP-M311X NEC 3100 Lumen Projector w/3000:1 Contrast with IRIS, 10W Speaker, HDMI Input, USB Display/Viewer Capability, Closed Captioning, RJ-45 (CTL & JPEG viewer), 8,000 Lamp Life (ECO mode), Sliding lens cover & wireless LAN optional Warranty: Regis	3600572FA
27094	AV EQUIP	NP-M311X NEC 3100 Lumen Projector w/3000:1 Contrast with IRIS, 10W Speaker, HDMI Input, USB Display/Viewer Capability, Closed Captioning, RJ-45 (CTL & JPEG viewer), 8,000 Lamp Life (ECO mode), Sliding lens cover & wireless LAN optional Warranty: Regis	3700639FA
27297	AV EQUIP	NP-M311X NEC 3100 Lumen Projector w/3000:1 Contrast with IRIS, 10W Speaker, HDMI Input, USB Display/Viewer Capability, Closed Captioning, RJ-45 (CTL & JPEG viewer), 8,000 Lamp Life (ECO mode), Sliding lens cover & wireless LAN optional Warranty: Regis	3X00552FB
28032	AV EQUIP	NP-M322X NEC 3200 Lumen Projector w/10,000:1 Contrast Ratio, 20W Speaker, Lamp Life 3500 Hours Normal/8000 Hours Eco, Manual Focus & +/- 30% Horizontal & Vertical Keystone Correction Warranty: 3 YEARS First YEAR Instacare Service. Lamp Warranty is 1	4800026EC
6813	AV EQUIP	Sony 32" color w s-video jack	8105192-C

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
24065	COMPUTER	Deliver To: P Bryant/RHS, S MaCuish/PVHS, & A Martin/SMHS ***** Dell	1W18VM1
26979	COMPUTER	Dell Latitude E6430 Laptop WIN 7 Home Premium 3rd Gen Intel Core i7-3540M Processor 3.0GHz 4M Cache 8.0GB DDR3- 1600MHz SDRAM, 2 DIMM NVIDIA NVS 5200M GDDR5 1GB Card 320GB 7200rpm HD 14.0" HD+ 1600x900 Anti-Glare LED LCD Dell Wireless 380 Bluetooth	CK5FRY1
26981	COMPUTER	Dell Latitude E6430 Laptop WIN 7 Home Premium 3rd Gen Intel Core i7-3540M Processor 3.0GHz 4M Cache 8.0GB DDR3- 1600MHz SDRAM, 2 DIMM NVIDIA NVS 5200M GDDR5 1GB Card 320GB 7200rpm HD 14.0" HD+ 1600x900 Anti-Glare LED LCD Dell Wireless 380 Bluetooth	5K5FRY1
24971	COMPUTER	Dell Mobile Precision M6600 WIN 7 Pro No Media Intel Core i7-2720QM Quad Core 2.20GHz, 6M 8.0GB DDR3-1333MHz SDRAM, 4 DIMMS AMD FirePro M8900 Mobility Pro Graphics with 2GB GDDR5 250GB 7200 rpm Hard Drive Internal Swipe Fingerprint Reader 17.3" U	6LS5MQ1
23947	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	
23935	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027knbz38
23832	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027s1ez38
23835	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027qjjz38
23855	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027hrtz38
23859	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027l12z38
23860	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027l12z38
23879	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027r91z38
23885	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027kfrz38
23963	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027rlzz38
23952	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027jbqz38
23899	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027jfcz38
23913	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027jgzz38
23915	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027je8z38
23916	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027rerz38
23924	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027rfxz38
23931	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	gb027jd0z38
10753	A/V	TV	N/A
12253	APPLIANCE	WASHER/DRYER	N/A

OBSOLETE EQUIPMENT REPORT (12/04/2017)
APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
12352	OFFICE	COPIER	N/A
12488	CUSTODIAN	VACUMN	N/A
13400	IT	COMPUTER	N/A
13893	IT	COMPUTER	N/A
13894	IT	COMPUTER	N/A
22016	IT	COMPUTER	N/A
22365	IT	COMPUTER	N/A
22630	IT	DVD PLAYER	N/A
22841	IT	MONITOR	N/A
26246	CAFÉ	COFFEE MACHINE	N/A
28833	IT	DELL MONITOR	N/A
31843	IT	DELL MONITOR	N/A
31845	IT	DELL MONITOR	N/A
31846	IT	DELL MONITOR	N/A
31847	IT	DELL MONITOR	N/A
32132	IT	MONITOR	N/A
03183	A/V	TV	N/A
04275	IT	PRINTER	N/A
06394	A/V	TV	N/A
02554	LAB	MICROSCOPE	N/A
02561	IT	COMPUTER	N/A
03155	SPORTING	TABLE TENNIS	N/A
03289	A/V	TV	N/A
03763	LAB	MICROSCOPE	N/A
03764	LAB	MICROSCOPE	N/A
03786	LAB	MICROSCOPE	N/A
03790	LAB	MICROSCOPE	N/A
03795	LAB	MICROSCOPE	N/A
03796	LAB	MICROSCOPE	N/A
03797	LAB	MICROSCOPE	N/A
03804	LAB	MICROSCOPE	N/A
03812	LAB	MICROSCOPE	N/A
03814	LAB	MICROSCOPE	N/A
03815	LAB	MICROSCOPE	N/A
07609	CAFÉ	COFFEE MAKER	N/A
07854	IT	PRINTER	N/A
08874	A/V	PROJECTOR	N/A

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
10612	A/V	VHS	N/A
13117	IT	COMPUTER	N/A
13597	IT	COMPUTER	N/A
14064	IT	PRINTER	N/A
20122	IT	MONITOR	N/A
20991	IT	COMPUTER	N/A
21786	IT	COMPUTER	N/A
21788	IT	COMPUTER	N/A
21790	IT	COMPUTER	N/A
21791	IT	COMPUTER	N/A
21793	IT	COMPUTER	N/A
23590	IT	MONITOR	N/A
26671	IT	COMPUTER	N/A
28038	IT	PROJECTOR NEC	N/A
31724	A/V	SMARTBOARD	N/A
23230	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KGOTH
23231	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	K80TH
23232	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	K50TH
23233	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	K10TH
23234	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KNOTH
23235	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KOOTH
23236	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KJOTH

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
23237	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KTOTH
23238	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KROTH
23239	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	K30TH
23240	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KCOTH
23241	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KSOTH
23242	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KAOTH
23243	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	K6OTH
23244	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	K7OTH
23245	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KBOTH
23246	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KEOTH
23247	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KMOTH
23248	COMPUTER	Z0FN iMac 20" 2.66GHz Intel Core 2 Duo, 1TB Serial ATA Drive 2GB 100MHz DDR3 SDRAM 2x1GB Apple Keyboard with Numeric	KDOTH
20532	COMPUTER	ZOC3 iBook 14" 1.42GHz, Drive Keyboard & Mac OS X 60GB Ultra ATA	4H61703JSE6

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
20552	COMPUTER	ZOCX iMac 17" 1.83GHz Intel Core Duo 1GB 667 DDR2 SDRAM SuperDrive 8x (DVD+R DL/DVD+RW/CD-RW)	
23286	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	H09321QG6MJ
23291	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	PV6MJ
23295	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	Q36MJ
23296	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	Q16MJ
23299	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	Q56MJ
23304	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	PL6MJ
23309	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	PS6MJ
23310	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	PR6MJ
23311	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	PU6MJ
23313	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	Q76MJ
23316	COMPUTER	ZOGN iMac, 20" 2.0GHZ Intel Core 2 Duo, 2GB 1066MHz DDR3 SDRAM 2x1GB, 320GB Serial ATA Drive, Apple Keyboard with Numeri	Q96MJ
25550	COPIER	701802 DCP-8080DN Brother Laser MFC	B2J146352
25552	COPIER	701802 DCP-8080DN Brother Laser MFC	B2J146383
23987	COPIER	Sharp AR-208D Digital Copier/Printer 20 Copies Per Minute 1x250 Sheet Paper Tray/50-Sheet Bypass Automatic Document F	5018451
33589	FURNITURE	52397 Strongway Hydraulic Furniture Mover Set - 3960-lb. Capacity, 10" Lift	3960-lb
23461	LAB/SCIENCE	SB39460M DVD/VHS PLAYER	114R9589
23396	MACH/TOOLS	Baby Lock "IMAGINE" Sergers	G8156781
20174	MONITOR	15"	5AK-177Q
13181	MONITOR	15" Flat Panel Monitor	51J1DRL

OBSOLETE EQUIPMENT REPORT (12/04/2017)

APPENDIX C

Tag #	Asset Category	Item Description	Serial Number
21019	MONITOR	17"	10CS
26968	MONITOR	320-9799 DELL 23 MONITOR, P2314H 23.0" VIS, WIDE VIEWING ANGLE, VGA/DVI/DP/USB 3 YEAR LIMITED WARRANTY, ADVANCED EXCHANGE	CN-07R1K3-74445-371-DWHL
20122	MONITOR	Dell 15"	54J-20ET
20514	MONITOR	Dell 17"	
13309	MONITOR	Flat Panel Monitor 17"	BAXK
13153	MONITOR	MAG 15" Flat-Panel TFT-LCD	F6HZ53197717U
13154	MONITOR	MAG 15" Flat-Panel TFT-LCD	F6HZ53198986U
21702	PRINTER	#CB369A HP LaserJet P2015X Printer Warranty: 1 Year	CNBJ806435
21571	PRINTER	273327 Sharp AL-2030 Digital Laser Copier/Printer	75042005
22761	PRINTER	CC431A HP Color LaserJet CM1312 Multifunction Printer 1 Year Warranty	CNB886R5S3
13144	PRINTER	HP 2420DN LaserJet Warranty: 1 Year	CNGJC88619
13116	PRINTER	HP DeskJet 5740	MY4CF1X0T9
20297	PRINTER	HP LaserJet	CNBC62N3WJ
23793	PRINTER	P2055DN HP Laserjet Printer	CNB1815748
22698	PRINTER	Q7494A HP Color LaserJet 4700dtn Printer Warranty: 1 Year Next-Day Onsite	JP8LD13206
29926	COMPUTERS	Dell Optiplex 3030 AIO Computers Intel Core i5-4590S Processor Quad Core, 6MB 3.00GHz w/HD4600 Graphics WIN 8.1 64 Bit 8GB Dual Channel DDR3L 1600MHz 4GB x2 500GB 2.5" Serial ATA 7,200 Rpm HD Intel Integrated Graphics Dell KB212-B QuietKey USB US	93QPS52
33715	LAPTOPS	MPXX2LL/A 13-IN MACBOOK PRO WITH TOUCH BAR 3.1 GHZ DUAL CORE i5 256GB 8GB 2133MHz LPDDR3 SDRAM BACKLIT KEYBOARD	C02VL24GHV2N

**Superintendent Contract Addendum
December 12, 2017**

The Superintendent's employment relationship with the District is governed by an Employment Agreement (Agreement) dated September 24, 2012. That Agreement may be altered by addendum in accordance with Section VII of the Agreement.

Compensation

The Superintendent shall receive a 1% salary increase effective July 1, 2017 so that the Superintendent's annualized base salary is \$231,674. This is the same percentage increase which was approved for all certificated employees and District management earlier this fiscal year.

The Superintendent shall receive a "off schedule" or "one-time" payment equivalent to 1% of his annualized base salary in the amount of \$2,316.75. This is the same percentage increase which was approved for all certificated employees and District management earlier this fiscal year.

Board President: _____ Date: _____

Superintendent: _____ Date: _____

REGULAR MEETING
December 12, 2017

APPENDIX E

**Renew/Amend Agreements for
Assistant Superintendents**

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
AGREEMENT for SERVICES of
ASSISTANT SUPERINTENDENT of CURRICULUM & INSTRUCTION

This Agreement for Services as Assistant Superintendent of Human Resources, for the Santa Maria Joint Union High School District (hereinafter referred to as "District") is made and entered into on **December 12, 2017** by and between the Board of Education of the Santa Maria Joint Union High School District (hereinafter referred to as the "Board"), and **John S. Davis**, (hereinafter referred to as the "Assistant Superintendent"). The term "Agreement" refers to this Agreement. The Board and the Assistant Superintendent, for consideration herein specified, agree as follows:

I. TERM OF AGREEMENT

The Board, in consideration of the promises herein contained, hereby offers, and the Assistant Superintendent hereby accepts, employment as Assistant Superintendent for a term commencing **July 1, 2018** and ending **June 30, 2022**, subject to the terms and conditions hereinafter set forth. The Assistant Superintendent shall also have employment status as a permanent, certificated, non-administrative teaching employee of the District.

II. DUTIES AND RESPONSIBILITIES OF ASSISTANT SUPERINTENDENT

The Assistant Superintendent shall have charge of the administration of the Curriculum and Instruction of the District as listed in the job description, under the direction of the Superintendent.

III. COMPENSATION

A. SALARY

The annual base salary of the Assistant Superintendent shall be one hundred and sixty five thousand, eight hundred eighty seven dollars and forty cents (\$165,887.40), payable in twelve (12) equal monthly installments. The Assistant Superintendent shall receive the same cost of living increase granted to other certificated management during the term of this agreement.

B. BENEFITS

1. The Assistant Superintendent shall be entitled to all benefits applicable to twelve-month management employees as are incident to their employment relationship with the District including but not limited to, twelve (12) days sick leave.
2. The District shall pay the Assistant Superintendent's membership fees of approximately one thousand five hundred dollars (\$1,500) to appropriate

state, national, or local organizations at the Superintendent's discretion. Payment shall be made on a reimbursement basis.

3. The Assistant Superintendent shall render twelve (12) months of full and regular service during each year of the term of this Agreement. He shall receive all the paid holidays that certificated twelve (12) month management employees receive. In addition, the Assistant Superintendent shall be entitled to twenty-four (24) working days vacation per year with full pay during the term of this Agreement or any extensions thereof. Vacation must be taken in the year it is provided, except that paid vacation days may be accrued; however, the total number of accrued vacation days may not exceed thirty-six (36) days during the term of this Agreement or extensions/renewals thereof. Any vacation days in excess of thirty-six (36) as of May 31st of each year shall be paid on or before the end of that fiscal year. If this Agreement is terminated or expires before the earned vacation has been taken, the Assistant Superintendent shall be entitled to receive compensation, at the rate when the vacation was earned, for all accumulated and current vacation that has not been used.
4. Automobile allowances. The District shall provide the Assistant Superintendent an automobile allowance of three hundred fifty dollars (\$350) each month which may be adjusted annually at the option of the Board.
5. The District shall pay the Assistant Superintendent all actual and reasonable expenses incurred in the performance of his duties.

IV CHANGES IN AGREEMENT

- A. This Agreement may be changed or terminated by the mutual consent of the parties hereto in the manner provided for in Education Code Section 35031.
- B. This Agreement may be amended by Addendum in writing by mutual consent of the Assistant Superintendent and the Board at any time during the period of this Agreement. Each party shall give the other party sixty (60) days notice of any proposed amendment.
- C. Should the Assistant Superintendent become a candidate for employment elsewhere during the term of this Agreement, he shall indicate to the Board his intention to do so before he formally interviews, and the reasons for taking such action.
- D. The failure of the Assistant Superintendent to follow the procedure set forth in (C) above, relative to employment elsewhere, shall be deemed to be a material breach of this Agreement, and the Board may then terminate this Agreement with the Assistant Superintendent upon at least ninety (90) days written notice.

V. TERMINATION OF AGREEMENT

This employment Agreement may be terminated by:

- A. Mutual agreement of the parties;
- B. Retirement or death of the Assistant Superintendent;
- C. Application of Paragraph IV (D) above;
- D. Disability of the Assistant Superintendent. This Agreement may be terminated by the Board of the Assistant Superintendent is unable to serve in his position due to physical and/or mental condition, provided (i) there has been an expiration of the sick leave entitlement as provided by statute and policies, and (ii) a written evaluation by a mutually agreed upon licensed physician concludes that the Assistant Superintendent is unable to provide further service in his position of employment. If the two parties fail, in good faith, to agree upon a physician within two weeks after notice by the Board of its intention to seek termination for disability, the Board shall appoint a physician. Failure of the Assistant Superintendent to submit to a physical examination, as directed by the Board, shall constitute a breach of contract;

VI. TERMINATION NOT FOR CAUSE

The District may terminate this Agreement without cause by giving forty-five (45) days notice to the Assistant Superintendent. If so terminated, the amount paid to the Assistant Superintendent shall not exceed an amount equal to the monthly salary of the Assistant Superintendent multiplied by the number of months left on the unexpired term of the Agreement. However, if the unexpired term of the Agreement is greater than twelve (12) months, the maximum cash settlement shall be an amount equal to the monthly salary of the Assistant Superintendent multiplied by twelve (12) (Cal. Gov. Code §53260).

VII GENERAL PROVISIONS

This Agreement is subject to (1) all applicable laws of the State of California; (2) the rules and regulations of the State Board of Education; and, (3) the rules and regulations of the District. Said laws, rules, regulations, and policies are hereby made a part of the terms and conditions of this Agreement as though fully set forth herein.

If, during the term of this Agreement, it is found that a specific clause of the Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force.

This Agreement constitutes the full and complete understanding between the parties hereto, and its terms may be changed or modified only in writing, signed by the parties or their successors in interests to this Agreement.

IN WITNESS HEREOF, we affix our signatures to this Agreement this ____ day of December 2017 in Santa Maria, California

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

By: _____
Assistant Superintendent

By: _____
Board President

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
AGREEMENT for SERVICES of
ASSISTANT SUPERINTENDENT of BUSINESS SERVICES

This Agreement for Services as Assistant Superintendent of Business Services, for the Santa Maria Joint Union High School District (hereinafter referred to as "District") is made and entered into on **December 12, 2017**, by and between the Board of Education of the Santa Maria Joint Union High School District (hereinafter referred to as the "Board"), and **Yolanda Ortiz**, (hereinafter referred to as the "Assistant Superintendent"). The term "Agreement" refers to this Agreement. The Board and the Assistant Superintendent, for consideration herein specified, agree as follows:

I. TERM OF AGREEMENT

The Board, in consideration of the promises herein contained, hereby offers, and the Assistant Superintendent hereby accepts, employment as Assistant Superintendent for a term commencing **July 1, 2018** and ending **June 30, 2022**, subject to the terms and conditions hereinafter set forth. The Assistant Superintendent shall also have employment status as a permanent, classified, administrative employee of the District.

II. DUTIES AND RESPONSIBILITIES OF ASSISTANT SUPERINTENDENT

The Assistant Superintendent shall have charge of the administration of the Business Services of the District as listed in the job description, under the direction of the Superintendent.

III. COMPENSATION

A. SALARY

The annual base salary of the Assistant Superintendent shall be one hundred sixty five thousand, eight hundred eighty seven dollars and six cents (\$165,887.06), payable in twelve (12) equal monthly installments. The Assistant Superintendent shall receive the same cost of living increase granted to other classified management during the term of this Agreement.

B. BENEFITS

1. The Assistant Superintendent shall be entitled to all benefits applicable to twelve-month management employees as are incident to their employment relationship with the District including but not limited to, twelve (12) days sick leave.

2. The District shall pay the Assistant Superintendent's membership fees of approximately one thousand five hundred dollars (\$1,500) to appropriate state, national, or local organizations at the Superintendent's discretion.
3. The Assistant Superintendent shall render twelve (12) months of full and regular service during each year of the term of this Agreement. She shall receive all the paid holidays that classified twelve (12) month management employees receive. In addition, the Associate Superintendent shall be entitled to twenty-four (24) working days vacation per year with full pay during the term of this Agreement or any extensions thereof. Vacation must be taken in the year it is provided, except that paid vacation days may be accrued; however, the total number of accrued vacation days may not exceed thirty-six (36) days during the term of this Agreement or extensions/renewals thereof. Any vacation days in excess of thirty-six (36) as of May 31st of each year shall be paid on or before the end of that fiscal year. If this Agreement is terminated or expires before the earned vacation has been taken, the Assistant Superintendent shall be entitled to receive compensation, at the rate when the vacation was earned, for all accumulated and current vacation that has not been used.
4. Automobile allowances. The District shall provide the Assistant Superintendent an automobile allowance of three hundred and fifty dollars (\$350) each month which may be adjusted annually at the option of the Board.
5. The District shall pay the Assistant Superintendent all actual and reasonable expenses incurred in the performance of her duties.

IV CHANGES IN AGREEMENT

- A. This Agreement may be changed or terminated by the mutual consent of the parties hereto in the manner provided for in Education Code Section 35031.
- B. This Agreement may be amended by Addendum in writing by mutual consent of the Assistant Superintendent and the Board at any time during the period of this Agreement. Each party shall give the other party sixty (60) days notice of any proposed amendment.
- C. Should the Assistant Superintendent become a candidate for employment elsewhere during the term of this Agreement, she shall indicate to the

Board her intention to do so before she formally interviews, and the reasons for taking such action.

- D. The failure of the Assistant Superintendent to follow the procedure set forth in (C) above, relative to employment elsewhere, shall be deemed to be a material breach of this Agreement, and the Board may then terminate this Agreement with the Assistant Superintendent upon at least ninety (90) days written notice.

V. TERMINATION OF AGREEMENT

This employment Agreement may be terminated by:

- A. Mutual agreement of the parties;
- B. Retirement or death of the Assistant Superintendent;
- C. Application of Paragraph IV (D) above;
- D. Disability of the Assistant Superintendent: This Agreement may be terminated by the Board if the Assistant Superintendent is unable to serve in this position due to physical and/or mental condition, provided (i) there has been an expiration of the sick leave entitlement as provided by statute and policies, and (ii) a written evaluation by a mutually agreed upon licensed physician concludes that the Assistant Superintendent is unable to provide further service in this position of employment. If the two parties fail, in good faith, to agree upon a physician within two weeks after notice by the Board of its intention to seek termination for disability, the Board shall appoint a physician. Failure of the Assistant Superintendent to submit to a physical examination, as directed by the Board, shall constitute a breach of contract;

VI. TERMINATION NOT FOR CAUSE

The District may terminate this Agreement without cause by giving forty-five (45) days notice to the Assistant Superintendent. If so terminated, the amount paid to the Assistant Superintendent shall not exceed an amount equal to the monthly salary of the Assistant Superintendent multiplied by the number of months left on the unexpired term of the Agreement. However, if the unexpired term of the Agreement is greater than twelve (12) months, the maximum cash settlement shall be an amount equal to the monthly salary of the Assistant Superintendent multiplied by twelve (12) (Cal. Gov. Code §53260).

VII GENERAL PROVISIONS

This Agreement is subject to (1) all applicable laws of the State of California; (2) the rules and regulations of the State Board of Education; and, (3) the rules and regulations of the District. Said laws, rules, regulations, and policies are hereby made a part of the terms and conditions of this Agreement as though fully set forth herein.

If, during the term of this Agreement, it is found that a specific clause of the Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force.

This Agreement constitutes the full and complete understanding between the parties hereto, and its terms may be changed or modified only in writing, signed by the parties or their successors in interests to this Agreement.

IN WITNESS HEREOF, we affix our signatures to this Agreement this ____ day of December 2017, in Santa Maria, California

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

By: _____
Assistant Superintendent

By: _____
Board President

**RESOLUTION DENYING THE CHARTER PETITION TO ESTABLISH THE
OLIVE GROVE CHARTER SCHOOL: ORCUTT/SANTA MARIA**

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NO: 6-2017-2018**

WHEREAS, the establishment of charter schools is governed by the Charter Schools Act of 1992, as subsequently amended, Education Code section 47600 et seq., and implementing Title 5 California Code of Regulations;

WHEREAS, Olive Grove Charter Schools, Inc. submitted a petition for the establishment of the Olive Grove Charter School: Orcutt/Santa Maria ("Charter School") to the Santa Maria Joint Union High School District ("District") with a charter term commencing July 1, 2018, and running through June 30, 2023;

WHEREAS, at the October 10, 2017, meeting the District's Board of Education formally received the Petition to commence the Education Code charter petition process;

WHEREAS, a public hearing pursuant to Education Code section 47605 was held on November 14, 2017, at which time the District's Board heard and considered the level of support for the Petition;

WHEREAS, on December 12, 2017, the District's Board has convened to consider whether to grant or deny the Petition to establish the Charter School;

WHEREAS, approval of charter petitions is governed by the standards and criteria set forth in Education Code section 47605 and Title 5 of the California Code of Regulations, and Education Code section 47605 subdivision (b) prohibits the District Board from denying any charter petition unless it makes written factual findings, specific to the particular charter school, setting forth facts to support one or more of the following findings:

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school;
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition;
3. The petition does not contain the number of signatures required by Education Code section 47605 subdivision (a);
4. The petition does not contain an affirmation of each of the conditions described in Education Code section 47605 subdivision (d);
5. The petition does not contain reasonably comprehensive descriptions of all 15 elements required in Education Code section 47605 subdivision (b)(5);
6. The petition does not contain a declaration of whether or not the charter school shall be deemed the exclusive public employer of the employees of the charter school for purposes of the Educational Employment Relations Act.

WHEREAS, the District's staff, with assistance from legal counsel, reviewed and analyzed the Petition and supporting documents for legal sufficiency, and have identified numerous deficiencies in, and concerns related to, the Petition and the Charter School's proposed operations, and therefore recommends that the District Board of Education adopt the Findings of Fact, attached hereto as Exhibit "A" and incorporated herein by this reference, and deny the Petition to establish the Charter School.

THEREFORE BE IT RESOLVED, the Santa Maria Joint Union High School District Board of Education hereby adopts the Findings of Fact, attached hereto as Exhibit "A," and denies the Petition to establish the Olive Grove Charter School: Orcutt/Santa Maria.

APPROVED, PASSED AND ADOPTED by the Santa Maria Joint Union High School District Board of Education on this 12th day of December 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

EXHIBIT "A"
FINDINGS OF FACT

I. THE PETITIONERS ARE DEMONSTRABLY UNLIKE TO SUCCESSFULLY IMPLEMENT THE PROGRAM SET FORTH IN THE PETITION.

A. The petitioners have presented an unrealistic financial and operational plan for the proposed Charter School:

1. The petitioners' enrollment projections represent enrollment amounts which the District staff believes is overinflated. The ability of the Charter School to be able to obtain these enrollment projections may be impacted by the following, but not limited to, circumstances:
 - (a) The Charter School's budget assumes enrollment of 200 in 2018-19 at an ADA rate of 97%. This rate is higher than historical rates for independent study in the District which is 70-80%. With over 75% of the Charter School's projected enrollment to be in grades 9-12, the ADA rate is extremely ambitious. This is exacerbated by the fact that the an independent study program offered by the District to high school students is already operating in the geographic area to be served by the Charter School which may further impact the Charter School's ability to obtain enrollment projections.
 - (b) The budget included with the petition submitted to the District in January 2017, projected 150 enrollment in 2018-19. Per the budget submitted with the resubmitted Petition, the petitioners are projecting a total enrollment of 200 students in 2018-19 for the Charter School, representing a 33.3% increase.
 - (c) The petitioners project a 10% increase in enrollment each year in years 2-5 of operation. However, the petitioners do not include an explanation for the increased enrollment or additional staff required to meet the needs of these additional students in the budget narrative submitted with the Petition. The budget included with the petition submitted to the District in January 2017, projected 400 enrollment for all of the existing sites in 2016-17. The California Department of Education's School Report for the existing Olive Grove Charter School reflects actual enrollment of 298 students in 2016-17 for all locations, which includes 5 locations in Santa Barbara County and 1 location in San Luis Obispo County. Further, the ADA reported from the "LCFF Funding Snapshot Report - Principal Apportionment" on the California Department of Education's website exceeds the enrollment reported for 2016-17 by 113% (335.63) and in 2015-16 by 124%.

- (d) The Petition states that parent involvement is an integral part of the Charter School program's success, particularly in grades TK-8, where parents are relied upon to provide instruction to students in the home. There is concern that the heightened parent involvement component may discourage families who lack the means to provide the level of parent involvement necessary for their students to be successful in the Charter School from enrolling in the first place impacting the ability of the petitioners to reach the enrollment numbers they project.

Since the Charter School's budget is premised on its overinflated enrollment projections, the entire projected budget will be impacted when enrollment amounts are not realized, likely resulting in a deficit budget jeopardizing the ability of the petitioners to successfully implement and operate their program.

2. The California Court of Appeals in *Anderson Union High School District v. Shasta Secondary Home School* (2016) 4 Cal.App.5th 262 ("*Anderson*"), confirmed that Olive Grove Charter Schools, Inc.'s current operation of "resource centers" at its Santa Barbara, Lompoc, Buellton, and Orcutt/Santa Maria locations is unlawful. Since Olive Grove Charter Schools, Inc. is currently operating the Olive Grove Charter School at these four locations contrary to controlling applicable law, it has recently submitted charter petitions to three school districts in addition to the District seeking authorization to establish four new charter schools to avoid closure of its existing locations. The Petition states that enrollment for the current Olive Grove Charter School is "just over 500 students throughout all the currently operating learning centers" and another 100 are enrolled in their San Luis Obispo County location. If one or more existing locations close, the operational budget of the "multi-school network" will be impacted, likely resulting in a deficit jeopardizing the ability of the petitioners to successfully implement the education program of the proposed Charter School.
3. The petitioners admit in the Petition that their current lease agreements for all of their "resource center" locations do not have an "out clause" that would allow them to terminate the lease agreement prior to the end of its term. Therefore, if they had to close their locations because of the *Anderson* ruling petitioners indicate that it would cost the Charter School "millions of dollars in lease fees for facilities we cannot use for student instruction, essentially bankrupting the school." On December 16, 2016, after the *Anderson* ruling was issued, Olive Grove Charter School, Inc. entered into a Third Lease Addendum to add 720 square feet to their space at the Orcutt/Santa Maria location. Subsequently, on or about November 15, 2017, the petitioners entered into a "Fourth Lease Addendum" adding an additional 1300 square feet to their Lease Agreement at the Orcutt/Santa Maria location at the annual cost of \$28,704. The fact that the petitioners executed these Lease Addendums while knowing there was/is uncertainty regarding the ability of Olive Grove Charter Schools, Inc. to continue to operate at their current locations, demonstrates poor management and calls into

question the ability of the Charter School's governing board and Executive Director to successfully operate the Charter School.

4. The petitioners state that if the Olive Grove Charter School's current resource centers were to close it would jeopardize their current "resource center" in San Luis Obispo County "affecting another 100 students." Petitioners do not identify the location of this San Luis Obispo County "resource center" in the Petition, and the costs and revenue related to such location do not seem to be reflected in the proposed Charter School's budget. Despite this lack of information, it is reasonably foreseeable that the operations of the Olive Grove Charter Schools, Inc. multi-school network, and the proposed Charter School will be significantly impacted should the San Luis Obispo location close.
5. UCC Financing Statements for Olive Grove Charter Schools, Inc. reveal that for three years in a row (2015, 2016, 2017) the corporation signed over all of its receivables, including its right to receive funding from the State of California regarding existing Olive Grove Charter School, to Charter School Capital and Charter Asset Management, as collateral for debt obligations demonstrating the corporation's potential financial instability.
6. The Charter School's cash flow is projected for Year 1 to have a cash balance of only \$5,785 in the second month of operation and \$9,597 in the fifth month. These cash balances are extremely low and not fiscally sound.
7. Per the cashflow statement it appears that the proposed Charter School will require a loan for \$120,000 in year 1. However, there is no mention of this loan in the budget narrative. In future years there is no loan required but this is due to projected growth. Should the additional enrollment not be realized, an additional loan(s) will be needed.
8. Per the Budget Narrative submitted with the Petition, current year operating expenses (5000 series expenses) listed in items 1-10 on page 2 equal \$353,318. This amount differs from the amount listed in item 11 as total 5000 expenses of \$377,483. The variance is \$24,165.
9. All salaries and benefits represent 63% of the budget in 2018-19. The District believes that this is under-budgeted considering salaries and benefits generally represent 80-85% of a school's budget. Additionally, while the Budget Narrative states that the Charter School will be "sharing services of other certificated and administrative professionals with our other schools" if one or more of the other charter schools is not authorized, there will be an uncertain financial impact on the Charter School's budget and operations. This issue is not addressed in the Budget Narrative.

10. The Petition states that Olive Grove Charter Schools, Inc. will operate with an Administrative Office to support each independent school under the Board's governance and conduct all administrative and business services for the Charter School on a percentage basis of all services and support rendered. It is unclear what the total cost to the Charter School will be for Administrative Office services. Without the complete picture of the total costs and percentage to be charged, it is not known whether the amounts reflected in the budget are reasonable/accurate.
11. While it is unclear how many special education students the Charter School anticipates serving, the budget does not reflect any special education related expenses. Typically, the cost to provide special education services exceeds the revenue provided. Further, while the Petition references the Charter School's intent to employ necessary special education staff including special education teachers, paraprofessionals, resource specialists, speech therapists, occupational therapists, behavioral therapists, and psychologists, the budget does not allocate sufficient funding for these employment positions.
12. Since parent involvement is critical to the success of the proposed Charter School, there is concern that should the necessary level of parent involvement not be realized the success of the Charter School will be impacted. This is of particular concern since the Charter School anticipates serving a high at-risk student population that will require greater supports.

B. The petitioners' past unsuccessful history of involvement with charter schools:

In determining whether petitioners are demonstrably likely to successfully implement the program, the District may consider the success or failure of petitioners' past history with charter schools. The following, but not limited to, facts related to the past unsuccessful history of the existing Olive Grove Charter School and the petitioners causes the District concern about the future success of the petitioners and the students it intends to serve:

1. The petitioners anticipate preserving the same educational program as it currently functions with the operation of Olive Grove Charter School, therefore the past operation of that existing charter school is relevant to whether the new proposed Charter School will be successful. The Olive Grove Charter's 2017 California Assessment of Student Performance and Progress (CAASPP) results for mathematics reflect that 76.25% of its 11th grade students school-wide failed to meet the standard. The results also reflect that 86% of all economically disadvantaged students in 11th grade, failed to meet the mathematics standards which is particularly concerning since most of the students to be served by the Charter School are in the upper high school grade levels and considering the petitioners anticipate that 65% of the students the Charter School intends to serve will qualify for the federal Free and Reduced Meal program.

2. Earlier in 2017, the petitioners for the Olive Grove Charter School: Orcutt/Santa Maria submitted essentially identical petitions to six (6) different school districts in Santa Barbara County (Santa Barbara Unified School District; Orcutt Union School District; Santa Ynez Valley Union High School District; Buellton Unified School District; Lompoc Unified School District; and the District), which were all considered and denied by the governing boards of each school district for reasons, including, that the petitioners were demonstrably unlikely to successfully implement their educational program:

Per Education Code section 47605, the petitioners subsequently submitted four (4) of their denied petitions to the Santa Barbara County Board of Education on appeal. The Santa Barbara County Office/Board of Education reviewed each of the petitions independently based upon the same Education Code standards as the districts that denied below, and denied all four petitions at its May 4, 2017, meeting.

The petitioners subsequently submitted the four petitions to the State Board of Education on appeal of the County Board's denials. On appeal the California Department of Education (CDE) recommended denial of all four Olive Grove charter petitions. On August 15, 2017, the Advisory Commission on Charter Schools voted 4-3 (with 1 member absent and 1 vacant) on motion to adopt CDE's recommendation to deny all four petitions. The petitioners withdrew all four petitions before the State Board of Education could take action regarding the petitions.

3. In light of the fact that this is the second time petitioners have submitted a petition to the District for the establishment of the Charter School, the District would have expected the Petition to be legally sufficient and to have addressed all the concerns raised by District, yet the resubmitted petition reflects many of the same deficiencies and other similar deficiencies as the first submission calling into question the qualifications and experience of those proposing to operate the Charter School. Given that the petitioners admit in prior correspondence to the District that they needed and received assistance from the California Charter School Association, Charter School Development Center, CDE staff, and SBE staff, to revise their charter petition, causes the District concern about the ability of the petitioners to successfully operate the proposed Charter School, particularly since the Petition is still deficient. It also calls into question whether petitioners understand what the Petition actually states and will be able to implement what is stated.

II. THE PETITION DOES NOT CONTAIN REASONABLY COMPREHENSIVE DESCRIPTIONS OF ALL THE ELEMENTS REQUIRED IN EDUCATION CODE SECTION 47605.

A. The Petition does not contain a reasonably comprehensive description of the Charter School's Educational Program (Element 1).

1. The Petition states that at grades TK-5 and in most cases at grades 6-8, the Charter School is structured as a home school program where teachers support parents to provide instruction in the home. However, the Petition does not sufficiently describe how it will support those students whose parents are not able to provide instruction and/or students who do not learn best independently.
2. The Petition does not adequately address how the Charter School will serve the needs of English Language Learner (ELL) students, for reasons including the following:
 - (a) The Petition states that the Charter School "will offer EL students supplemental English instruction *as needed* that focuses exclusively on English language development skills." English language development is a required core subject for English learners and not an "as needed" course.
 - (b) While the Petition states that ELL reclassification procedures utilize multiple criteria to determine whether to classify a student as proficient in English, including assessment of language proficiency using an objective assessment instrument including, the Smarter Balanced Assessment Consortium (SBAC) in English/Language Arts, and teacher evaluation. Assessment of language proficiency should never be based on SBAC. Also, the Petition does not describe the specific guidance that will be given to teachers regarding the inputs they should use to determine if a student is ready to reclassify.
 - (c) The reclassification procedures described in the Petition are missing Criteria #2: Comparison of student performance in basic skills against an empirically established range of performance in basic skills based on the performance of English proficient students of the same age.
 - (d) The Petition does not describe the specific measure of basic skills that will be used or what performance levels will be used for reclassification of ELL students.
3. The Petition does not sufficiently address how the Charter School will serve the needs of special education students. While the Petition indicates that it will apply to the El Dorado Charter SELPA for services to address the needs of student with disabilities, the petitioners do not demonstrate their understanding of the Charter School's responsibilities under the law for special education students, and how the Charter School intends to meet those responsibilities. For example, the description of how the Charter

School will meet the needs of students eligible under the Individuals with Disabilities Education Act (IDEA) is mostly a listing of legal requirements with no description of how the Charter School will meet those requirements. The Petition fails to demonstrate how the Charter School will deliver a substantive free appropriate public education to students with disabilities through its home study program if their unique needs require adaptations, modifications, accommodations, or supplemental aids and services within that program. This is especially so in light of the unique nature of the Charter School's program, through which the majority of instruction is provided within the home.

Also, the Petition indicates the Charter School will be responsible for hiring, training and employment of site staff and itinerant staff necessary to provide special education services to its students, however, little mention is made of how the Charter School intends on making available a continuum of program options as required by federal and state law. Additionally, while the Petition references the Charter School's intent to employ necessary special education staff including special education teachers, paraprofessionals, resource specialists, speech therapists, occupational therapists, behavioral therapists, and psychologists, the budget documents submitted with the Petition do not allocate sufficient funding for these employment positions, further calling into question the Charter School's ability to implement the special education services it proposes to provide.

Further impacting the ability of the Charter School to meet the needs of special education students and its ability to successfully implement its education program, the Charter School will not have a Special Education Director, and the Executive Director position will assume the responsibilities of that position. However, the Executive Director position is only required to possess "working knowledge" of special education processes, laws, and requirements, and not required to possess any special education specific credential or related experience. This is of particular concern, since under the new "multi-school network" governance structure, the Executive Director will foreseeably have diminished capacity resulting from the operation of potentially five charter schools impacting her ability to perform these required special education related functions.

4. The Petition's description of the Charter School's obligations to students under Section 504 of the Rehabilitation Act of 1973 (Section 504) is incomplete. For example, the law requires a due process procedure under Section 504 as a procedural safeguard for parents, but the Petition is silent on how it will implement or provide for Section 504 due process.
5. Related to the proposed Charter School's educational program for high school students, staff appear to only be single subject credentialed in English Language Arts and Math. No other subjects, including, Social Sciences, Physical Science, Visual/Performing Arts, Physical Education, and Foreign Languages are represented.

B. The Petition does not contain a reasonably comprehensive description of the Charter School's Measurable Pupil Outcomes (Element 2).

1. The Petition is vague regarding how the Charter School will measure pupil progress: "In addition to attaining specific content area and grade/skill standards, students will also demonstrate their overall progress towards graduation readiness through a series of 'benchmark' performances at various points throughout their experience at the Olive Grove Charter School Orcutt/Santa Maria." No examples given for what these "benchmark" performances are, and/or when, or how often, they will be measured.

C. The Petition does not contain a reasonably comprehensive description of the Charter School's Governance Structure (Element 4).

1. The Charter School does not provide sufficient assurance that Olive Grove Charter Schools, Inc. will comply with the Ralph M. Brown Act's open meeting laws. While the Charter School assures that it will comply with the Brown Act and that the Olive Grove Charter Schools, Inc. Board Bylaws shall be consistent with the terms of the Charter, the Board Bylaws submitted with the Petition allow the corporate board to operate in a manner which is inconsistent with the requirements of the Brown Act. For instance, the Bylaws allow the Board to take action without the presence of a quorum which conflicts with the requirements of the Brown Act.
2. The Olive Grove Charter Schools, Inc. Bylaws state that Board meetings shall be held at the Corporation's principal office and if designated by the Board, may be held "at any place within the boundaries of any current public charter school operated by the Corporation..." Since this allows the Board to hold meetings from locations outside boundaries of the District, there is concern about whether Board meetings will be open and accessible to all interested stakeholders.
3. The Olive Grove Charter Schools, Inc. Bylaws submitted with the Petition allow for practices that may run contrary to conflict of interest laws, and public policy and good practices aimed at preventing public officials from having any potential conflict of interest when conducting their official duties. For instance, the Bylaws allow the Board to approve a transaction in which a director has a material financial interest. While such practices may be permissible pursuant to the rules governing nonprofit public benefit corporations, they are not consistent with conflict of interest laws and contrary to public policy and good practices which the Charter School as part of the public school system should follow.
4. The Petition identifies the "Advisory Council" as an example of how it will ensure parent involvement in the operation of the Charter School, but does not provide any details about how members of the Advisory Council are selected, when it will meet to support parent involvement, or how it will advise the Board and be involved in governance of the Charter School.

D. The Petition does not present a reasonably comprehensive description of the Charter School's Employee Qualifications (Element 5).

1. The Petition does not identify/describe the qualifications of the School Counselor position identified in the Petition, so the District is unable to ascertain whether the person holding this position is/will be sufficiently qualified to perform the responsibilities described in the Petition, including, creating and reviewing student individualized learning plans to ensure to ensure a full course of study is developed and implemented.
2. With the resubmission of the revised Petition, the "Charter School Special Education Director" position was removed and responsibilities were added to the Executive Director position, including: determining the duties of the special education teachers, instructional aides, and other personnel as required to conduct the program specified in the EDCOE Charter SELPA Local Plan; organizing and administering the activities of the IEP Teams, including the selection of the LEA Member staff who will serve as members of the IEP Team; and ensuring adherence to EDCOE Charter SELPA LEA Member Responsibilities and Duties. However, the qualifications of the Special Education Director including the original position are not reflected in the description of the Executive Director qualifications. For instance, the Special Education Director description required "*Advanced knowledge* of special education processes, laws, and requirements," but the Executive Director position only requires "*Working knowledge* of special education processes and requirements."

E. The Petition does not present a reasonably comprehensive description of the Charter School's Health and Safety Procedures (Element 6).

1. The Petition does not describe the amounts of insurance coverage that will be maintained by the Charter School, preventing the District from being able to ascertain whether such coverage will be sufficient enough to protect the students and staff of the Charter School and the District from potential liability of the Charter School and the acts, errors, and omissions of the Charter School's board of directors. For instance, the Charter School does not commit to any levels of insurance coverage.

F. The Petition does not present a reasonably comprehensive description of the Means for Achieving Racial and Ethnic Balance (Element 7).

1. The Petition does not provide a reasonably comprehensive description of the means by which Charter School will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the District. For instance, the Petition does not describe what geographic areas will be targeted or what languages will be used in the outreach efforts. Particularly, even though the Charter School anticipates that about 62% of its student population will be Hispanic/Latino, there is no mention of Spanish translation of promotional and informational materials.

G. The Petition does not present a reasonably comprehensive description of Charter School's Admission Requirements (Element 8).

1. The Petition does not include a reasonably comprehensive description of the manner in which the Charter School will implement a public random drawing in the event that applications for enrollment exceed school capacity. Among other things, the Petition does not specify where and when the lottery will occur to ensure that all interested parties will be able to attend.
2. The Petition does not include a reasonably comprehensive description of the admission preferences that will be implemented by the Charter School in the event that a lottery process is required.
3. The Petition includes an assurance that the Charter School shall not discriminate on the basis of disability and that the Charter School shall adhere to all provisions of the Americans with Disabilities Act of 1990, yet the facility where the Charter School proposes to operate in Orcutt does not provide required accessibility for students and/or parents with disabilities.

H. The Petition does not present a reasonably comprehensive description of the Charter School's Financial Audit Procedures (Element 9).

1. The Petition does not provide a reasonably comprehensive description of the Charter School's annual independent financial audit procedures and the manner in which audit exceptions and deficiencies will be resolved to the satisfaction of the District. For instance, the Petition does not specify the timelines in which audit exceptions will typically be addressed by the Charter School and the process that the Charter School will follow to address audit findings.
2. The Petition does not specify who from the Charter School is responsible for contracting and overseeing the independent audit.

I. The Petition does not present a reasonably comprehensive description of the Charter School's Student Suspension and Expulsion Procedures (Element 10).

1. The Petition inconsistently identifies how parents/guardians and students will be informed about the Charter School's discipline policies and procedures.
2. The Charter School does not afford students any appeal rights following a decision to expel which may impact their due process rights.

3. The Petition does not sufficiently describe the responsibilities of the Charter School for facilitating post-expulsion placements to ensure expelled students are not lost in the system or drop out of school. For instance, the petition places the burden on parents/guardians to find an alternative placement for their child following expulsion and indicates that it will work cooperatively with parents/guardians to assist with locating alternative placements during expulsion "if requested."

J. The Petition does not present a reasonably comprehensive description of the Charter School's Dispute Resolution Procedures (Element 14).

1. There is concern that the dispute resolution process described in the Petition may inhibit the District's right to pursue revocation of the Charter School for reasons allowable under applicable law.

K. The Petition does not present a reasonably comprehensive description of the Charter School's Closure Procedures (Element 15).

1. The closure procedures described in the Petition do not provide a reasonably comprehensive description of how the Charter School's board will ensure the proper disposition of all assets and liabilities of the Charter School upon closure. The Petition specifies that upon closure of the Charter School, all assets of the Charter School, including "all ADA apportionments and other revenues generated by students attending the Charter School" remain the "sole property of the nonprofit public benefit corporation" and "upon the dissolution of the non-profit public benefit corporation shall be distributed in accordance with the Articles of Incorporation." However, the Petition does not describe what happens to the remaining funds should the corporation not dissolve upon closure of the Charter School.

REGULAR MEETING
December 12, 2017

APPENDIX G

2017-18 First Interim Revised Budget

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2017/18 FIRST INTERIM REVISED GENERAL FUND BUDGET ASSUMPTIONS**

This revised budget for the Santa Maria Joint Union High School District recognizes changes which have occurred since the Board approved the District's Adjusted Budget in August 2017. These revisions include items contained in the enacted State's budget, recognition of prior year unused award amount carryovers, incorporating prior year unexpended funds into the budget, new funding sources, and other items necessitated by changing conditions within the district.

REVENUES:

LCFF Sources

The District is projecting its revenues from LCFF sources using an enrollment figure of 7922 as of the CBEDS date, which occurred on October 4. This figure is unofficial and has not yet been certified in the state's CalPADS data system. This figure represents a decline of 74 students from what was projected in the District's Adjusted budget. This leads to revising the projected ADA downward, from 7527 to 7457. The District will be funded at the current ADA level for 2017/18, which is projected at 7457. Other factors that determine LCFF revenues include gap funding – unchanged at 43.19%, and a slight increase in the FRPM/EL factor of 1.60 percentage points. Included in LCFF sources is an allocation of property taxes from SELPA, which increases \$30,317. In total, LCFF revenues **decrease** from the Adjusted Budget by

\$ < 532,375 >

Federal Revenues

Federal Revenues are revised to recognize carryover of prior year unused grant awards \$655,903 and adjustments to current year award amounts based on official or updated estimated award announcements \$<187,591>. In total, Federal Revenues increase by \$468,312 since the Adjusted Budget. Award amounts for Title I, Title II, and Title III will not be finalized until the District completes the Consolidated Application process in January. By program, changes since the Adjusted Budget are:

Title I	\$ 467,985
Title II	79,297
Title III Immigrant	8,736
Title III LEP	142,048
Special Education	<247,954>
Medi-Cal Billing Option	<u>18,200</u>

Total **increase** in Federal Revenues \$ 468,312

State Revenues

Revisions to State Revenues include the following:

CTEIG grant, a “matching” program where revenue is earned & recognized based on qualifying expenditures	\$ 807,352
CA Career Pathways Trust, a “matching program where revenue is earned & recognized based on qualifying expenditures	117,910
Lottery, adjustment for 4 th qtr actual payments > prior yr accrual	61,940
Agricultural CTE Incentive Grant	21,732
Special Education, Mental Health funding, allocation per SELPA funding mode.	58,270
One time discretionary funds, adjustment to per ADA rate on final appropriation	219
CA Clean Energy Jobs Act (Prop 39)	<u><12,041></u>
Total <i>increase</i> in State Revenues	<u>\$ 1,055,382</u>

Local Revenues

The District adjusts its budget for local revenues during the year based on actual events. Adjustments are as follows:

Special Education, allocation from SELPA funding model, out of Mental Health funds, for TLC regional programs operated by the District. This represents an accounting change from prior years where revenue was netted against expense	\$ 611,410
Special Education, State AB602 apportionment funding, decrease in allocation per SELPA funding model	<311,002>
Solar project, all sites, partial reimbursement from vendor for inspection and testing expenses	105,000
California Academic Partnership Program “CAPP” grant years 5 & 6	32,500
Agriculture, Water, & Environmental Technology (“AWET”) mini grant from Allan Hancock College	20,000
Income from payroll deductions for AG dept. vehicle personal use (offset by expense)	5,567
Other local revenue & grants (SIPE safety award, STRS DBS refund, teacher grants & donations)	<u>14,796</u>
Total <i>increase</i> in Local Revenues	<u>\$ 478,271</u>

TOTAL REVENUES HAVE INCREASED BY: \$ 1,469,590

EXPENDITURES:

Salaries, Wages, & Benefits

- Certificated staffing changes are detailed in the table below

	FTE	COST
Negotiated ongoing 1% salary schedule increase and 1% one-time off schedule payment, including statutory benefits		\$ 801,307
Difference between estimated costs in District's adopted budget, and projected actual costs. Total of 28 FTE; due to vacancies & turnover		(190,981)
Difference between estimated costs in District's adopted budget, and projected actual costs after collapsing 14 PREP period assignments (2.8 FTE) and other staffing changes in support of the instructional program.	1.40	160,216
Eliminated budget provision for speech therapist and BCBA. Could not fill. Will use contracted services as needed.	(2.80)	(250,289)
Adjustments to extra pay assignments, WASC, Ag Extra days, other non-position related pay, retiree health benefits		77,990
	(1.40)	598,243

- Classified staffing changes are detailed in the table below

	FTE	COST
Negotiated ongoing 1% salary schedule increase and 1% one-time off schedule payment, including statutory benefits		\$ 318,701
New positions for additional Translator and Bi-Lingual Instructional Assistant	1.80	60,793
Special Education instructional assistants		
New positions added since adoption	5.20	117,993
Resignations & turnover savings 5.9 FTE		(37,991)
Projected cost adjustments, positions vacant at adoption and still unfilled, 4.7 FTE		(38,052)
Cost savings associated with staff turnover 14.6 FTE		(152,916)
Cost savings associated with late starts & vacancies 17.25 FTE		(133,665)
Employee elective changes in health coverage		(29,436)
	7.00	\$ 105,427

- Management and Confidential staffing are unchanged in FTE's. Total costs increased by \$158,883. This includes (a) the same compensation increases received by the employee groups: ongoing 1% salary schedule increase and 1% one-time off schedule payment, totaling \$121,797, and (b) costs for an overlap in the Fiscal Services Director position \$37,086.
- Other non-position based changes in salaries, wages and benefits include adjustments for summer school, hourly instruction, and substitutes, totaling \$58,056. Some of these costs occur in program budgets and are offset by corresponding decreases in amounts budgeted for supplies, services, and capital outlay.
- **In total, all changes in salaries, wages, & benefits result in an increase of \$920,609 since the Adjusted Budget.**

Books and Supplies, Services, Capital Outlay

- In total, expenditures for books and supplies, services, and capital outlay increase by \$7,425,976 since the Adjusted budget. Nearly all of this increase is due to onetime items and carryovers, as shown in the table below and continued on the following page:

Supplies, Services, and Capital Outlay	
One time expenditures:	
Amounts assigned from the District's 2016/17 year end report:	
15-16 1-time Instructional materials, site allocations, M&O equipment	\$ 1,145,848
Site-Department carryovers	429,979
MAA carryovers	181,275
Solar Energy Project Consultant	51,071
Misc grants/donations	43,170
Restricted programs: expenditures related to prior year unused grant award carryovers, revenue adjustments, and ending balances carried forward, net of any changes made in salary and wage expense:	
Title I ESSA (Every Student Succeeds Act)	479,401
Title II Teacher Quality	66,698
Title III Immigrant & EL	147,578
Migrant	18,099
Career Technical Education Grant "CTEIG"	869,376
College Readiness Grant, deadline for expending is June 2019	806,309
Educator Effectiveness Grant, deadline for expending is June 2018	426,388
Lottery	299,248
Other one-time non-recurring expenditures:	
RHS concrete work for ADA access	151,777
Special Ed bus purchase	181,099
Inspection and testing services related to solar project (\$105,000 reimbursed from vendor, see above in Local Revenues)	140,534
Student tablet insurance proceeds, used for parts & repairs	104,648
Contractual services for Prop 39 Energy, Solar	48,861
Special Education operations study	27,084
Misc local sources, grants, and donations including CAPP, AWET	100,498
Site Ag department budget increase funded by payroll deductions for personal use of district vehicles	5,567
Total increase due to one time expenditures	5,724,508

Supplies, Services, and Capital Outlay (continued)	
One time expenditures total from previous page:	\$ 5,724,508
Ongoing expenditures	
Special Education expense allocation from SELPA for SBCEO-operated programs serving District's DHOH and moderate-severe student populations	1,554,235
Contracted services Board Certified Behavior Analyst "BCBA"	71,080
Joint use agreement City of Santa Maria pool operations & lifeguards; contract renewal increases	33,153
Department budget augmentation Family & Consumer Sciences - Culinary Arts	14,000
Other general admin increases for SARB, shredding services, SISC insurance deductibles, CASBO dues	29,000
Total ongoing expenditures	1,701,468
TOTAL Expenditure increase:	<u>\$ 7,425,976</u>

Other Outgo

- There is no change for payments of principal and interest on the District's non-voter approved debt, including capital leases and Certificates of Participation ("COPs"), and on-bill interest free financing from PG&E in support of the JCI energy retrofit project.
- The credit for indirect costs included in other outgo increased \$370 from the Adjusted Budget.
- **In total, expenditures for Other Outgo increased by \$370 since the Adjusted Budget.**

TOTAL EXPENDITURES HAVE INCREASED BY: \$8,346,215

OTHER FINANCING SOURCES/USES: Reflect a transfer in from the non-capital outlay special reserve fund of \$200,000, and a transfer out of \$375,000 to the District's Deferred Maintenance fund.

Special Education:

In accordance with state law, all Special Education funding is apportioned to Special Education Local Plan Areas (“SELPA”) throughout the state. SELPA’s then allocate the funding to their member Districts in accordance with their own locally adopted plans. These plans are subject to review and approval by a Joint Powers Authority (“JPA”) board. In Santa Barbara county, these allocations are published twice per year and again at year end. Districts are held accountable to the published allocation plan by the County Education Office when budgets are being reviewed. Funding is allocated on a per ADA basis, and expenses are allocated based on the District’s proportionate share of student enrollment out of the total of all other districts in the County with students enrolled in the same program(s).

This Revised Budget reflects an increase in the General Fund contribution in support of the District’s Special Education program in the amount of nearly \$1.5 million, which is a combination of a decrease in allocated funding, and an increase in allocated expenses of County-operated programs serving the District’s students in some area(s).

- As of this Revised Budget, the total amount of Federal Funding coming to the SELPA is unchanged from prior year end, since there is no information on an official award yet. The District’s revenue allocation declined by \$247,954 due to a lower ADA figure used for the allocation formula for our District.
- In accordance with accounting rules, the Mental Health portion of State revenues is reported as “State” revenues. The allocation from SELPA of all other non-Federal revenues is accounted for as “Local” revenue. In total, these items increase by \$358,678.
- Total expenditures for special education increase by \$1,601,308. Of this amount, \$1,554,235 is attributable to allocated expenses of programs operated by the County on behalf of the District.

The District’s Fund Balance:

- After providing for non-spendable components, and the 3% statutory minimum reserve for economic uncertainties, the District’s ending unrestricted unassigned fund balance has a positive balance of \$57,720. Note from the preceding narrative that there are numerous onetime items that have been carried forward from the prior year. These allocations were reserved in the District’s ending fund balance at the time it closed its books for 2016/17 and the Board approved the yearend report. These amounts are now part of the adjusted beginning fund balance in this Revised budget. *This is a factor dealt with every year at the First Interim Report when carryover funds are recognized and then re-budgeted to be spent in the new budget year.*
- Remember that there are no minimum funding level requirements contained in the LCFF law. So while LCFF has resulted in significant additional revenue to the District, it is still an ADA driven model, and changes in the District’s unduplicated FRPM/EL percent can have a significant impact, either up or down, on the amount of revenue. Additionally, the gap percentage funding factor is subject to revision by the California Department of Finance throughout the year.

Santa Maria Joint Union High School District
 2017/18 1ST INTERIM- MULTI YEAR PROJECTION - GENERAL FUND

	2017/18	2018/19	2019/20
	Total	Total	Total
Current year enrollment	7,922	8,336	8,336
Projected Actual ADA	7,457	7,847	7,847
Projected Funded ADA (greater of curr or prior yr)	7,457	7,847	7,847
Beginning Balance	10,217,850	4,920,328	4,991,929
Revenues			
LCFF Sources	82,115,643	89,866,685	92,685,858
Federal Revenues	5,013,141	4,357,237	4,357,237
State Revenues	9,197,718	5,232,147	5,232,147
Local Revenues	3,269,655	3,211,359	3,211,359
Total Revenues	99,596,157	102,667,428	105,486,601
Expenditures			
1000 Certificated Salaries	39,538,898	40,871,299	41,331,315
2000 Classified Salaries	16,479,075	16,701,023	16,914,019
3000 Employee Benefits	21,649,518	23,362,062	24,856,182
4000 Books & Supplies	10,616,438	7,082,226	8,078,282
5000 Services and Other Operating	14,524,619	13,392,388	13,189,431
6000 Capital Outlay	1,411,143	295,766	295,766
Other Outgo, debt service, State Sp. School	666,390	683,464	694,022
Direct Support/Indirect Cost	(167,401)	(167,401)	(167,401)
Total Expenditures	104,718,680	102,220,827	105,191,615
Operating Surplus/(Deficit)	(5,122,522)	446,601	294,986
Transfers In	200,000	-	-
Transfers Out	(375,000)	(375,000)	(375,000)
Increase (Decrease) in Fund Balance	(5,297,522)	71,601	(80,014)
Ending Fund Balance	4,920,328	4,991,929	4,911,915
Components of Ending Fund Balance			
Nonspendable (revolving cash, stores, prepaid exp)	211,596	211,596	211,596
Economic uncertainty reserve	3,152,811	3,077,875	3,166,999
Restricted programs ending balances	1,498,200	1,498,200	1,498,200
Unappropriated amount, General Fund 01	57,721	204,258	35,120

All ongoing sources of Revenues and Expenditures from the 2017/18 Revised Budget are assumed to continue at the same level for the next two years with the following adjustments:

REVENUES

LCFF Sources

- For this Revised Budget, the District is projecting revenue from LCFF sources using the simulator tool provided by the Fiscal Crisis and Management Assistance Team (“FCMAT”). FCMAT’s calculations use inflation and gap funding percentage estimates provided by the California Department of Finance, and then allows for entry of district-variable data such as ADA by grade span, and the percentage of the count of unduplicated students who are English learners, foster youth, or who qualify for free or reduced-price meals. This factor is often referred to as “FRPM/EL”. The table below illustrates the various components of income from LCFF sources for the budget and two subsequent years.



	2017-18	2018-19	2019-20
LCFF State Aid Funding			
Base Grant	\$ 65,702,507	\$ 71,379,840	\$ 73,063,309
Supplemental/Concentration Grant	14,869,377	16,943,086	18,078,790
Total LCFF State Aid	80,571,884	88,322,926	91,142,099
Property Tax Transfer SBCEO for Special Education	1,543,759	1,543,759	1,543,759
Total Revenues, LCFF Sources	\$ 82,115,643	\$ 89,866,685	\$ 92,685,858
Funded LCFF Base Grant / ADA:	\$ 8,775	\$ 9,061	\$ 9,275
Funded ADA (includes COE)	7,488	7,878	7,878

- In 2018/19, revenues from LCFF sources **increase** from 2017/18 by \$7,751,042. The estimated funded LCFF base grant per ADA is \$9,061.
- In 2019/20, revenues from LCFF sources **increase** from 2018/19 by \$2,819,173. The estimated funded LCFF base grant per ADA is \$9,275.

Federal Revenues

- In 2018/19 Federal Revenues **decrease** by \$655,904 which is the amount of prior year unused grant award carryover dollars contained in the Revised Budget.
- In 2019/20 Federal Revenues remain unchanged from 2018/19.

State Revenues

- In 2018/19 State Revenues **decrease** by \$3,965,572 from 2017/18, as follows:
 - Discretionary funding \$1,086,841
 - CTEIG grant 2,252,775
 - California Career Pathways grant (CCPT) 117,910
 - Lottery 61,940
 - Prop 39 California Clean Energy Jobs program 446,106

- For 2017-18, discretionary funding is budgeted at \$147 per prior year ADA. Although it is intended to be non-recurring, this is the fourth year in a row that the State budget has contained such an appropriation. Funded amounts per ADA have varied widely from \$66/ADA in 2014/15; \$529/ADA in 2015/16, to \$214/ADA for 2016/17.
- The College Readiness grant is new for 2016/17 but is one-time. Funds must be fully expended by June 30, 2019, in accordance with a plan approved by the Board subsequent to a public hearing.
- The CTEIG (Career Technical Education Incentive Grant) began in 2015-16. Funds are provided on a matching basis depending on planned expenditures. Future funding is also dependent upon budget appropriations. Matching requirements are \$1.50 for every \$1.00 received in revenue for the 2017/18 year.
- CCPT is a “pass-through” local grant being administered through the Templeton Unified School District. The availability of future funding is uncertain.
- The California Clean Energy Prop 39 program is intended to be a multi-year program, but is subject to re-appropriation by the Legislature from year to year. To date nearly \$1 million in funding has been received. These funds are to be used for increasing efficiency in energy usage throughout the District. Future funding for this program is dependent upon state allocations of corporate income tax revenues, and will be budgeted when awarded.
- In 2019/20 State Revenues remain unchanged from 2018/19.

Local Revenues

- Local Revenues include interest earnings, facility use fees, and a variety of reimbursements and fee-for-service programs. Beginning in 2018/19, local revenues decrease by \$58,296 due to elimination of the CAPP Grant program (\$32,500), AWET (Agriculture, Water, and Environmental Technology) mini-grant (\$20,000), and miscellaneous other grants (\$5,796).
- In 2019/20 Local Revenues remain unchanged from 2018/19.

EXPENDITURES

Salaries, wages and benefits:

- Step and Longevity increases for all employees of \$1,116,895 for 2018/19 and \$984,930 for 2019/20.
- The District annually projects attrition of 5.0 Certificated FTE's from retirements. The salary and benefit savings from these retirements, offset by salary and benefit costs for replacement employees, and continuing health benefits for the retirees, results in a net decrease of \$92,095 in 2018/19 and \$94,333 in 2019/20.
- Based on projected enrollment and hiring ratios, an increase of \$1,252,712 for approximately 15 FTE's in 2018/19. There are no changes in 2019/20.
- Legislation passed last year has resulted in statutory rate increases for the District's contribution to the State Teachers' Retirement System (STRS). The rate increases for the subsequent two years are 1.85 percentage points in each year. Therefore there is an increase of \$708,836 in 2018/19, and another increase of \$708,838 in 2019/20.
- Rates for the Public Employee Retirement System (PERS) are also projected to increase; final approval of the rate by the CalPERS board is done usually in May of each year for the following year. At that time the actuarial assumptions and projected rates are also updated. For the 2018/19 year, the projection is an increase of 2.57 percentage points, resulting in an increase of \$435,706 from 2017/18. For the 2019/20 year, the projection is an increase of 2.70 percentage points, resulting in an increase of \$457,923 from 2018/19.
- Based on increased salary costs for step-column movement and additional staffing, the 1% pre-funding of retiree health benefits increases by \$17,000 in 2018-19, and \$7,940 in 2019/20.
- Based on an actuarial study of the District's OPEB liability, the provision for the retiree health benefits increases by \$54,575 in 2018/19, and increases by \$111,834 in 2019/20.
- In 2013/14 the District offered an early retirement incentive program, and eligible participants could choose to take the payout of \$50,000 in installments varying from two to five years. The fourth installment due, in the amount of \$22,500, has been included in the budget year. The remaining balance and final payment of \$10,000 will be due in 2018-19.
- In total, costs for salaries, wages, and benefits **increase** from 2017/18 to 2018/19 by \$3,266,894 and **increase** from 2018/19 to 2019/20 by \$2,167,132. All of the changes noted above are summarized in the table on the following page.
- PLEASE NOTE: There are no COLA increases for salaries and benefits included in 2018/19 or 2019/20, as these are subject to negotiations.

SALARIES, WAGES, AND BENEFITS			
2017/18 balance			\$ 77,667,490
2018/19			
Step-column costs		1,116,895	
STRS rate increase 1.85 percentage points		708,836	
PERS rate increase 2.57 percentage points		435,706	
Staffing increases due to increased enrollment		1,252,712	
Increase in retiree health benefits prefunding		17,000	
Increase in retiree health benefits pay as you go		54,575	
Decrease in CTEIG funded positions		(214,235)	
Estimated annual retirements 5 FTE's		(92,095)	
Reduction in early retirement incentive pymts		(12,500)	
Total change from 2017/18 to 2018/19			3,266,894
2018/19 balance			80,934,384
2019/20			
Step-column costs		984,930	
STRS rate increase 1.85 percentage points		708,838	
PERS rate increase 2.70 percentage points		457,923	
Staffing increases due to increased enrollment		-	
Increase in retiree health benefits prefunding		7,940	
Increase in retiree health benefits pay as you go		111,834	
Estimated annual retirements 5 FTE's		(94,333)	
Reduction in early retirement incentive pymts		(10,000)	
Total change from 2017/18 to 2018/19			2,167,132
2019/20 balance			\$ 83,101,516

Books and Supplies, Services, Capital Outlay

- As detailed in the table in the following page, total expenditures for books and supplies, services, and capital outlay **decrease** by \$5,781,819 from 2017/18 to 2018/19, and **increase** by \$793,097 from 2018/19 to 2019/20.

SUPPLIES, SERVICES, CAPITAL OUTLAY					
2017/18 balance					\$ 26,552,201
2018/19					
	Remove amounts added in the budget year that are non-recurring				
	15-16 1-time instructional materials, site allocations, M&O equipment			\$ (1,145,848)	
	Site department & MAA carryovers			(611,254)	
	Consultant, Solar Energy Project			(51,071)	
	Unused grant award carryovers, Federal programs Title I, II, III			(655,904)	
	Ending balance carryover, College Readiness			(806,309)	
	Ending balance carryover, Educator Effectiveness			(426,388)	
	Ending balance carryover, Lottery			(299,248)	
	Solar project testing & inspection fees, partially vendor reimbursed			(140,534)	
	Capital outlay				
	Special Education bus			(181,101)	
	Concrete work at RHS			(151,777)	
	Well pump at RHS			(32,255)	
	Remove expenditures associated with revenue sources that, in whole or part, do not continue in subsequent year:				
	CTEIG grant			(1,960,141)	
	Prop 39 California Clean Energy grant			(352,986)	
	Ag Incentive grant			(10,395)	
	AWET grant			(5,000)	
	Provision for increased LCAP expenditures to serve FRPM/EL population, based on projected increase in supplemental/concentration grant		1,212,162		
	Adjust projected expenditures in restricted programs subject to available funding			(438,328)	
	Based on projected increases in PERS, STRS, and COLA, provide for 5% increased cost allocation from SBCEO for regionalized special education		192,808		
	Actuarial & self insurance study (bi-annual)		7,500		
	Elections Expense		45,000		
	School site allocations based on projected ADA increases		29,250		
	Total change from 2016/17 to 2017/18				(5,781,819)
2018/19 balance					20,770,382
2019/20					
	School site allocations based on ADA increase			-	
	Elections expense			(45,000)	
	Actuarial & self insurance study (bi-annual)			(7,500)	
	Provision for increased LCAP expenditures to serve FRPM/EL population, based on projected increase in supplemental/concentration grant		686,604		
	Adjust projected expenditures in restricted programs subject to available funding			(33,815)	
	Based on projected increases in PERS, STRS, and COLA, provide for 5% increased cost allocation from SBCEO for regionalized special education		192,808		
	Total change from 2018/19 to 2019/20				793,097
2019/20 balance					\$ 21,563,479

Other Outgo

- As noted in the narrative accompanying the Revised budget, other outgo includes State Special Schools tuition, payment to or from SBCEO for services related to the District's LCAP goals, and debt service for the District's required payments for debt service including Certificates of Participation ("COPs").
- In accordance with established debt service schedules for the COPs, there is an increase of \$17,074 in the 2018/19 year. For the 2019/20 year, the increase is \$10,558.
- The indirect cost component of Other Outgo remains unchanged in the subsequent years.

Other Financing Uses

- The budget year includes transfers out in support of the District's facilities and deferred maintenance projects. Note that funding for deferred maintenance, formerly a "Tier III" categorical program, is eliminated due to the LCFF funding formula. The District is continuing to budget a transfer of \$375,000 per year for necessary deferred maintenance projects.
- In addition, the budget year includes a transfer in, from the District's capital outlay special reserve fund, of \$200,000. These funds are used to finance the concrete work at RHS, related to ADA access and associated with the new classroom project, and costs related to the solar project.
- Additionally, the transfer of Needy Meal revenues to the Cafeteria Fund, which has typically been \$250,000 in the past, is not reflected in the budget and two succeeding years. The need for this transfer is monitored on an ongoing basis. Depending upon reserve levels and food costs, this transfer may need reinstating in future years.

PLEASE NOTE: This projection is based on assumptions and factors from the State Budget and various education trailer bills. LCFF funding is dependent upon a variety of state and District-specific factors which can significantly impact future revenue projections. There is no requirement for minimum funding in the LCFF law therefore projections of "gap funding" by the Department of Finance can change based on changing revenue collections at the state level. However there are still numerous political and economic factors that could impact the state budget and education funding. The next budget revision for the District will be the "Second Interim Revised Budget" based on actuals through January 31, and required to be presented to the Board on or before March 15.

The next benchmark for revenue projections, and a first look at the Governor's proposed budget for the 2018/19 year, will be in January. Stay tuned....