

# 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.



**Board of Trustee Action Plans**  
Santa Maria Joint Union High School District

- **Maximize Student Success**
- **Develop and Maintain a Districtwide Accountability System**
- **Enhance Student Support Services: Facilities, Technology, Safe, Clean, Nurturing Environment; Expand Food Services**
- **Foster Partnerships**
- **Manage Rapid District Growth**

## **RESPONSIBILITIES OF THE BOARD**

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

### **Effective boards:**

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

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

**Regular Meeting  
February 12, 2019**

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

**6:30 p.m. General Session/Closed Session Immediately Following**

*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.*

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**I. OPEN SESSION**

**A. Call to Order**

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**II. REPORTS**

- A. Student Reports**
- B. Superintendent’s Report**
- C. Board Member Reports**
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**III. ITEMS SCHEDULED FOR ACTION**

**A. GENERAL**

**1. CSBA Delegate Assembly Election**

Delegates ensure that the association’s governance structure reflects the interests of school districts and county offices of education throughout the state. Voting for Delegates is an action of the entire board and requires a majority vote. Dr. Garvin is currently serving as a CSBA Delegate for Subregion 11-A and his term expires March 31, 2020.

The CSBA Delegate candidate for Subregion 11-A is open. The term of office for this election is two years beginning April 1, 2019 – March 21, 2021. The candidate is Luz Reyes-Martin (Goleta Un. SD).

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

**2. Board Policies for First Reading – No Action Needed**

Resource Person: John Davis, Asst. Supt. of Curriculum

The following board policies are presented for First Reading and will be added to the March 12, 2019 agenda for approval.

BP/AR/BB	Description
BP Student Wellness	Policy reflects <b>NEW STATE LAW</b> (SB 1169, 2016) which no longer requires posting of district policy on nutrition and physical activity within cafeterias/eating areas, but does require annually informing the public of the content and implementation of the policy.

**3. Quarterly Report on Williams Uniform Complaints**

Resource Person: John Davis, Asst. Supt. of Curriculum

Pursuant to Education Code Section 35186, the governing board of a school district must conduct a public hearing to report the quarterly report that was submitted in January 2019 on the Williams Uniform Complaints for the months of October – December 2018. Each school site has reported that there have been no complaints in the general subject areas of Textbooks and Instructional Materials, Teacher Vacancy or Misassignments, Facilities Conditions or Valenzuela/CAHSEE Intensive Instruction and Services.

A public hearing must be held.

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

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

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

**IV. 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 \_\_\_\_\_ Vote \_\_\_\_\_**

A. Approval of Minutes

Regular Board Meeting – January 8, 2019

B. Approval of Warrants for the Month of January 2019

Payroll	\$7,425,295.09
Warrants	<u>2,863,460.76</u>
<b>Total</b>	<b><u>\$10,288,755.85</u></b>

C. Attendance Report

Mrs. Yolanda Ortiz, Assistant Superintendent of Business Services, will be available to answer questions regarding the 2018-2019 fifth monthly attendance report presented on the last page of this agenda.

D. Facility Report – **Appendix B**

E. AG CTE Incentive Grant Application for Specialized Grant Funding

The Board of Education is requested to approve the Agricultural Career Technical Education Incentive Grant Application for Specialized Grant Funding for Pioneer Valley High School (2018-19).

The Agricultural Career Technical Education Incentive Grant provides local educational agencies (LEAs) with funds to improve the quality of their agricultural career technical education programs. The goal is to maintain a high-quality, comprehensive agricultural career technical program in California’s public school system to ensure a constant source of employable, trained, and skilled individuals. The requested specialized grant funding amount for Pioneer Valley High School is \$10,000.

- F. Addendum to MOU with San Diego County Superintendent of Schools office for the Career Technical Educational Credentials Program

This Addendum to the March 23, 2018 Memorandum of Understanding (MOU) between the San Diego County Superintendent of Schools changes the name of our coordinator from LeeAnne Del Rio to John Davis. All other scopes of services remain the same.

- G. Authorization to Piggyback on Waterford Unified School District for School Buses District-Wide for the Length of the Contract through December 31, 2019

Section 20118 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment, commonly referred to as “piggybacking”, where notwithstanding Section 20111 and 20112 of the PCC, the governing board of any school district without advertising for bids, and if the board has determined it to be in the best interest of the district may authorize the purchase of such supplies, furniture and equipment.

Waterford Unified School District has awarded their school buses bid to A-Z Bus Sales, Inc. (Bid #01/17, through December 31, 2019). The district recommends that the board find and determines that it is in the best interest of the district to authorize purchasing of school buses under the same terms and conditions. With Board approval the district may “piggyback” on their bid pursuant to the provisions of PCC20118.

- H. Authorization to Piggyback on Kern County Superintendent of Schools for Technology Products, Services and Other Branded Products Districtwide for the Length of the Contract through December 31, 2021

Section 20118 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment, commonly referred to as “piggybacking”, where notwithstanding Section 20111 and 20112 of the PCC, the governing board of any school district without advertising for bids, and if the board has determined it to be in the best interest of the district may authorize the purchase of such supplies, furniture and equipment.

Kern County Superintendent of Schools has awarded their purchases as needed for technology hardware, software, related services and other branded products through PEPPM 2019 Product Line Bid – California #528899 through December 31, 2021. The district recommends that the board find and determines that it is in the best interest of the district to authorize technology purchases under the same terms and conditions. With Board approval the district may “piggyback” on their bid pursuant to the provisions of PCC20118.

I. Low-Performing Students Block Grant (LPSBG)

The Low-Performing Students Block Grant (LPSBG) provides funds for local education agencies serving students identified as low performing on state English language arts or math assessments, who are not otherwise identified for supplemental grant funding under the LCFF, or eligible for special education services.

The Board of Education is requested to review and approve the LPSBG Plan. This Plan includes information regarding how the services align with and are described in the school district's local LCAP.

J. Approval of Board Policies

The policies listed below are presented for approval. The policies were listed for first reading on the January 8, 2019 board agenda.

<b>BP/AR/BB</b>	<b>Title</b>
BP 3312	Business/Contracts
BP/AR 3550; 3551; 3554	Business/Food Service
BP 6142.3	Instruction/Civic Education
BB 9110	Board Bylaws/Terms of Office

K. Approval of Contracts

<b>COMPANY/ VENDOR</b>	<b>DESCRIPTION OF SERVICES</b>	<b>AMOUNT/FUN DING</b>	<b>RESOURCE PER- SON</b>
Jennifer Martin	Honor Band Conductor	\$1,000/ LCAP 4.6	Mark Richardson
Dejaay Express	DJ Services	\$195/ ASB	John Davis
Santa Maria Elks	Building Rental and Security Guards for RHS Prom	\$2,325/ ASB	John Davis
Santa Maria Elks	Building Rental and Security Guards for SMHS Prom	\$2,305/ ASB	John Davis
ALICE Training Institute	Safety Training	\$14,850/ LCAP 6.4	John Davis
Brittany Logan Bower Pearson	ASL Interpreter for student for extra-curricular activities	\$5,650/ Special Ed	John Davis
Maxim Healthcare Services	Therapist for students enrolled in the Therapeutic Learning Classes (TLC)	Not to exceed \$44,000/ Mental Health	John Davis
Don Henry	Music, Memories and More for Sadie Hawkins Dance at PVHS	\$1,000/ ASB	John Davis
Santa Maria Fairpark	Building Rental and Security Guards for PVHS Prom	\$2,989.80/ ASB	John Davis

<b>REGULAR MEETING February 12, 2019</b>
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L. Out of State Travel

PERSON/REASON	PLACE/DATE	FUNDING
Amy Hennings, Richard Guiremand and 14 SMHS Students/Close-Up Washington D.C. Educational Program	Washington, D.C. March 2-8, 2019	Close-Up Fellowships, Migrant Program and Fund-raising
Geri Coats, Cat Petty ISTE (International Society for Technology in Education) Conference	Philadelphia, PA June 23-26, 2019	LCAP 5.2
Zen Sugano 2019 NAEA (National Art Education Association) Conference	Boston, MA March 14-16, 2019	College & Career Readiness Block Grant
Jose Diaz Teacher Teaching with Technology Conference	Baltimore, MD March 7-11, 2019	LCAP 5.2

M. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO19-01023	A-Z Bus Sales, Inc.	\$191,958.63	2020 Blue Bird Bus / General Fund Pupil Transportation
PO19-03168	Santa Barbara County SELPA	\$150,000.00	Non-Public School costs SY 18-19 / General Fund Special Ed TLC

N. Acceptance of Gifts

<b>Pioneer Valley High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Casa Oaxaca Mexican Food	Girls Soccer	\$210.00
SnapRaise	Girls Soccer	\$3,478.86
SnapRaise	Girls Wrestling	\$909.30
G Starowicz Revocable Trust	Boys Basketball	\$100.00
Dennis Sproule	Various Departments	\$1,550.00
Anonymous	Boys Basketball	\$100.00
<b>Total Pioneer Valley High School</b>		<b><u>\$6,348.16</u></b>
<b>Santa Maria High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
B.P.O. Elks San Luis Obispo Lodge #322	Close Up Club	\$500.00
Kiwanis Of Santa Maria Valley Foundation	Club Up Club	\$100.00
Rotary Club of Santa Maria Breakfast	FFA	\$350.00
Saints Football Boosters	Las Comadres	\$1,250.00
<b>Total Santa Maria High School</b>		<b><u>\$2,200.00</u></b>



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**V. REPORTS FROM EMPLOYEE ORGANIZATIONS**

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**VI. 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.

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**VII. 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 §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 §35146 and §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.

Administrative Recommendation for student re-admission from expulsion:  
347566

Administrative Recommendation to order expulsion: 355733

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**VIII. RECONVENE IN OPEN SESSION**

- A. Call to Order**
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**IX. ANNOUNCE CLOSED SESSION ACTIONS – Dr. Richardson**

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**X. NEXT MEETING DATE**

Unless otherwise announced, the next regular meeting of the Board of Education will be held March 12, 2019. 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.

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**XI. FUTURE REGULAR BOARD MEETINGS FOR 2019**

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April 9, 2019  
May 14, 2019  
June 11, 2019

June 18, 2019  
August 6, 2019  
September 10, 2019

October 8, 2019  
November 12, 2019  
December 10, 2019

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**XII. ADJOURN**

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SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
MONTHLY REPORT OF ATTENDANCE  
FIFTH MONTH OF 2018-19

December 03, 2018 through December 28, 2018

	Fifth Month 2017-18				Fifth Month 2018-19				Cumulative ADA			
	Ending Enrollment		ADA % of Poss. Enroll.		Ending Enrollment		ADA % of Poss. Enroll.		Prior Year		Current Year	
	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % to CBEDS	ADA	ADA % to CBEDS	ADA
<b>ERNEST RIGHETTI HIGH</b>												
Regular	2008	1939.71	94.7%	2042	1969.40	95.3%	2042	1969.40	1958.69	2026.70		
Special Education	85	80.43	93.5%	73	69.20	85.5%	73	69.20	73.69	70.66		
Independent Study	25	20.36	82.2%	51	54.73	98.2%	51	54.73	9.76	35.13		
Independent Study 12+	0	0.64	100.0%	---	---	---	---	---	0.00	0.82		
Independent Study Spec Ed	0	0.00	0.0%	1	1.87	93.3%	1	1.87	0.12	3.89		
CTE Program	7	6.64	93.0%	6	4.73	78.9%	6	4.73	5.07	5.33		
Home and Hospital Reg Ed	1	2.43	73.9%	5	3.80	50.9%	5	3.80	2.19	4.66		
Home and Hospital Spec Ed	1	0.79	78.6%	2	1.00	50.0%	2	1.00	2.63	0.42		
<b>TOTAL RIGHETTI</b>	<b>2127</b>	<b>2051</b>	<b>94.6%</b>	<b>2180</b>	<b>2104.73</b>	<b>95.3%</b>	<b>2180</b>	<b>2104.73</b>	<b>2052.15</b>	<b>2147.60</b>		
<b>SANTA MARIA HIGH</b>												
Regular	2356	2316.21	96.5%	2466	2405.60	96.5%	2466	2405.60	2307.43	2433.41		
Special Education	88	82.00	93.3%	124	112.60	90.8%	124	112.60	90.77	114.20		
Independent Study	14	12.79	86.1%	18	17.80	97.8%	18	17.80	18.05	11.77		
Independent Study 12+	0	0.00	0.0%	0	0.00	---	0	0.00	0.00	0.00		
Independent Study Spec Ed	1	1.00	93.3%	1	0.93	93.3%	1	0.93	0.00	0.55		
CTE Program	9	7.07	70.7%	4	3.13	78.3%	4	3.13	6.62	2.61		
Home and Hospital Reg Ed	6	9.36	78.9%	14	5.80	41.6%	14	5.80	5.23	7.44		
Home and Hospital Spec Ed	0	0.00	0.0%	2	1.00	50.0%	2	1.00	1.27	1.34		
<b>TOTAL SANTA MARIA</b>	<b>2474</b>	<b>2428.43</b>	<b>96.4%</b>	<b>2629</b>	<b>2546.87</b>	<b>96.3%</b>	<b>2629</b>	<b>2546.87</b>	<b>2429.37</b>	<b>2571.33</b>		
<b>PIONEER VALLEY HIGH</b>												
Regular	2489	2434.00	96.3%	2570	2530.40	97.0%	2570	2530.40	2502.36	2558.49		
Special Education	105	101.29	94.6%	104	98.87	95.1%	104	98.87	97.79	101.84		
Independent Study	18	15.14	64.6%	5	9.27	99.3%	5	9.27	4.24	5.88		
Independent Study Spec Ed	2	2.57	85.7%	0	0.00	---	0	0.00	1.80	0.00		
Home and Hospital Reg Ed	8	9.79	76.1%	16	3.00	18.3%	16	3.00	7.00	5.90		
Home and Hospital Spec Ed	2	1.21	60.7%	6	1.93	32.2%	6	1.93	2.08	3.02		
<b>TOTAL PIONEER VALLEY</b>	<b>2624</b>	<b>2564</b>	<b>96.3%</b>	<b>2701</b>	<b>2643.47</b>	<b>96.9%</b>	<b>2701</b>	<b>2643.47</b>	<b>2615.27</b>	<b>2675.13</b>		
<b>DAY TREATMENT @ LINCOLN STREET</b>	<b>5</b>	<b>4.07</b>	<b>68.7%</b>	<b>6</b>	<b>5.07</b>	<b>84.4%</b>	<b>6</b>	<b>5.07</b>	<b>4.79</b>	<b>4.22</b>		
<b>DISTRICT SPECIAL ED TRANSITION</b>	<b>21</b>	<b>22.93</b>	<b>99.7%</b>	<b>20</b>	<b>20.00</b>	<b>100.0%</b>	<b>20</b>	<b>20.00</b>	<b>27.20</b>	<b>19.82</b>		
<b>DISTRICT SPECIAL ED TRANSVOC MM</b>	<b>21</b>	<b>23.00</b>	<b>100.0%</b>	<b>17</b>	<b>15.93</b>	<b>99.6%</b>	<b>17</b>	<b>15.93</b>	<b>14.79</b>	<b>17.10</b>		
<b>ALTERNATIVE EDUCATION</b>												
Delta Continuation	274	230.01	70.2%	323	238.72	73.2%	323	238.72	254.05	263.07		
Delta 12+	0	0.00	0.0%	0	0.00	---	0	0.00	0.00	0.00		
Delta Independent Study	21	19.70	84.1%	31	2.30	7.6%	31	2.30	3.99	17.03		
Delta Independent Study 12+	4	1.11	31.8%	1	0.00	0.0%	1	0.00	11.92	1.11		
Delta Independent Study Spec Ed	1	0.13	11.5%	1	0.00	0.0%	1	0.00	0.00	0.00		
Home and Hospital Reg Ed	3	2.90	72.6%	4	0.00	0.0%	4	0.00	0.45	1.15		
Reach Program--ERHS	5	4.07	81.4%	19	16.60	91.5%	19	16.60	0.00	0.00		
Reach Program--DHS	0	0.00	0.0%	0	0.00	---	0	0.00	3.13	9.41		
Reach Program--SMHS	8	4.64	58.0%	16	15.93	79.7%	16	15.93	8.40	7.40		
Reach Program--PVHS	4	6.50	72.2%	2	14.07	96.8%	2	14.07	25.60	33.00		
Home School @ Library Program	36	25.14	63.3%	44	42.00	95.5%	44	42.00	16.59	11.75		
Delta HS I.S. Program P	22	21.99	88.7%	14	0.00	0.0%	14	0.00	324.13	343.91		
<b>TOTAL ALTERNATIVE EDUCATION</b>	<b>378</b>	<b>315.19</b>	<b>83.6%</b>	<b>455</b>	<b>329.62</b>	<b>72.4%</b>	<b>455</b>	<b>329.62</b>	<b>7467.70</b>	<b>98.5%</b>		
<b>TOTAL HIGH SCHOOL DISTRICT</b>	<b>7850</b>	<b>7409.62</b>	<b>96.9%</b>	<b>8008</b>	<b>7666.69</b>	<b>95.7%</b>	<b>8008</b>	<b>7666.69</b>	<b>7467.70</b>	<b>98.5%</b>		

Santa Maria Joint Union High School District  
February 12, 2019

CLASSIFIED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Pay Rate	Hours
	Employ	Custodian	SMHS	2/6/19	15/A	8
	Resign	Human Resources Technician	DO	1/18/19	28/C	8
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/D	4.75 to 6.75
	Short-term Assignment	ELPAC Tester	LC	1/30/19 - 3/29/19	16/A	6.5
	Employ	Bus Driver	DO	1/17/19	18/A	4
	Mid-year Rebid	Bus Driver	DO	1/17/19	18/A	4 to 4.5
	Employ	Student Information Systems Analyst	DO	1/24/19	31/A	8
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/B	5.5 to 4.5
	Short-term Assignment	ELPAC Tester	LC	1/17/19 - 3/29/19	16/A	6.5
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/B	4.5 to 4.75
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/E	6 to 5.5
	Short-term Assignment	ELPAC Tester	DO	2/4/19 - 3/29/19	16/A	6.5
	Short-term Assignment	ELPAC Tester	LC	1/17/19 - 3/29/19	16/A	6.5
	Dismiss	Food Service Worker	PVHS	1/15/19	9/B	3
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/C	4.5 to 4.25
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/E	5 to 4.5
	Short-term Assignment	ELPAC Tester	LC	1/17/19 - 3/29/19	16/A	6.5
	Short-term Assignment	ELPAC Tester	LC	1/28/19 - 3/29/19	16/A	6.5
	Employ	Bus Driver	DO	1/18/19	18/A	4
	Mid-year Rebid	Bus Driver	DO	1/18/19	18/A	4 to 4.5
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/A	6.75 to 4.75
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/E	4.75 to 5.5
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/E	6.5 to 6.75
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/B	4.5 to 4.75
	Resign	Instructional Assistant-Spec Ed II	SMHS	1/22/19	15/E	6
	Leave Without Pay	Food Service Worker II	PVHS	2/13/19 - 4/7/19	12/E	6.5
	Resign	Accounting Assistant I	PVHS	4/26/19	14/E	8
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/E	6.25 to 6
	Employ	Custodian	SMHS	2/1/19	15/A	8
	Employ	Instructional Assistant-Spec Ed II	PVHS	2/6/19	15/A	6
	Retire	Campus Security Assistant II	SMHS	12/31/18	17/E	7.25
	Mid-year Rebid	Bus Driver	DO	1/14/19	18/B	4.5 to 5.75
	Resign	Instructional Assistant-Spec Ed II	SMHS	2/1/19	15/E	6
	Short-term Assignment	ELPAC Tester	LC	1/17/19 - 3/29/19	16/A	6.5

CERTIFICATED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Salary	FTE	
	Baby Bonding Leave	Social Science	RHS	1/22/19-2/11/19	19/V	1.0	
	Teacher Prep Period	Math	SMHS	1/14/19-6/7/19	6/IV	0.2	
	Teacher Prep Period	Science	PVHS	1/14/19-6/7/19	19/V	0.2	
	Teacher Prep Period	Math	PVHS	1/14/19-6/7/19	13/V	0.2	
	Baby Bonding Leave	Physical Education	RHS	2/8/19 - 5/9/19	4/IV	1.0	
	Baby Bonding Leave	Science	SMHS	2/20/19-5/17/19	3/V	1.0	
	Stipend	FOL Leader	RHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Retire	Visual Performing Arts	RHS	6/8/19	23/V	1.0	
	Teacher Prep Period	Math	PVHS	1/14/19-6/7/19	17/V	0.2	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Coordinator	PVHS	1/2019 - 3/2020	I, 1 8%	~~	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	RHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	RHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	RHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Teacher Prep Period	Health	SMHS	1/14/19-6/7/19	12/V	0.2	
	Salary Update	Science	RHS	1/14/19	6/V	1.0	
	Stipend	FOL Leader	RHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Stipend	FOL Leader	PVHS	1/2019 - 3/2020	I, 1 6.5%	~~	
	Teacher Prep Period	Science	RHS	1/14/19-6/7/19	28/V	0.2	
	Teacher Prep Period	Health	SMHS	1/14/19-6/7/19	35/V	0.2	
COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Assistant Frosh Boys Football	ERHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Head Varsity Boys Basketball	ERHS	2018-2019	\$4,264.00		CERT.
	Stipend to Volunteer	Volunteer Varsity Boys Basketball	ERHS	2018-2019	\$0.00		CERT.
	Stipend	Head JV Boys Soccer	ERHS	2018-2019	\$2,665.00		WALK-ON

## Appendix B

# SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

## Winter Break and January 2019 Activities

### 1. Santa Maria High School Construction Projects

#### **SMHS Reconstruction – Rachlin Partners**

- The underground utility and communications reviews as well as hazardous materials survey work associated with the buildings to be demolished or modernized during the reconstruction are underway. The team met to review the architectural construction drawings for Increment 1; the project is anticipated to be submitted to the Division of the State Architect (DSA) in February. A special pre-DSA set of projects are being planned for construction in late spring thru fall of this year.

### 2. Ernest Righetti High School Construction Projects

#### **ERHS New 38-Classroom Building – Rachlin Partners**

- The project is substantially complete except for the final installation of the Audio-Visual IT classroom systems, exterior ceiling systems, portions of the perforated walkway panels, and asphalt modification in the senior parking lot area. Currently, the occupancy of the building is anticipated for mid-March. [\(Photos\)](#)

#### **ERHS Maintenance and Operations Building – Rachlin Partners**

- Schematic design continues under development and is anticipated to be ready for initial review by site staff in March 2019.

#### **ERHS Phase 2 Improvements – (Rachlin Partners)**

- Schematic design, including backgrounds and facility layouts are ongoing. The target for the Division of State Architect submittal is scheduled for early summer.

#### **ERHS Outdoor Greek Theatre Seating Replacement – Support Services**

- The anticipated construction period was moved to April to take advantage of spring break and minimize impact on the school operation. The informal bid package was issued January 18, 2019 with bids due March 1, 2019.

### 3. Pioneer Valley High School Construction Projects

#### **PVHS Pool Lighting and Column Repair – WLC Architects**

- The DSA Certification of Compliance approval letter has been received. Final documentation closeout activities continue.

### 4. Career Technical Education Center

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

- On-site roadway base work has commenced, and underground utilities continue throughout the site. Concrete footings and small pads for the barn were poured. Steel framing material for building B is on-site and is being prepared for installation. Site grading continues and off-site utilities and road installation coordination with various agencies and adjacent property owners is ongoing. [\(Photos\)](#)

### 5. District Wide and Support Services Center

#### **District Wide Project Closeout – Support Services**

- Review of project closeout: Projects under current review and their status are as follows:
  - Work continues toward closeout of nine legacy projects, seven at SMHS and two at ERHS.
  - Closeouts Certification of Compliance have been received for the following projects:
    - #03-102725: ERHS Alterations to Multipurpose Building and Gym Building.
    - #03-102564: SMHS Alterations to Classroom Buildings 240 (Science), 290 (Dance & Drama), 310 (Math), 350 (Mac Lab), and 430 (English).

#### **SSC New West Parking Area – Flowers and Associates**

- City of Santa Maria project approval was received January 15. Based on current available funding, this project will be held until next fiscal year. The project approval is valid through January 15, 2020 (including a 6-month extension). Bidding is tentatively scheduled for summer 2019.

#### **Proposition 39 District Wide Mechanical Upgrades – Pool Heaters – Ravatt-Albrecht Architects**

- Final documentation and payment processing continue.

#### **Solar Photovoltaic – Support Services**

- Contract document closeout activities are complete. Production assessments will continue to ensure compliance with contract agreed production amounts. This project is closed.

REGULAR MEETING  
February 12, 2019

## **6. Summer Activities Planning**

### **District Wide Summer Projects Planning 2018/19**

- Ongoing Administration meetings will continue through February and March to update the master project list for completion between now and summer 2019.

Gary Wuitschick  
Director – Support Services



## Maintenance & Operations

### SMHS

- Performed preventive maintenance on grounds equipment.
- Completed landscaping maintenance on several areas of campus.
- Performed quarterly weed abatement.
- Installed 782 new lockers in the girls' locker room. This included relocation of electrical service in the locker room. (Photos)
- Rotated the cardboard collection bins for the campus recycling program.
- Performed weekly restriping of the practice field for soccer.
- Completed weekly grooming of the stadium artificial turf.
- Repaired door frames in the multi-purpose room.
- Revised computer cables in classrooms 235 and 637.
- Repaired public address system controls in Multi-Media Learning Center (MMLC).
- Repaired flooring in the Broadway 100 Building: entryway Geo Tile walk-off mats and transition strips.
- Repaired electrical outlets in classroom 510 as well as the 600 Portable (south campus) restroom.
- Performed plumbing fixture repairs in boys' locker room restroom, maintenance shop restroom, and 500 portable restroom.
- Performed lighting repairs in classrooms 112, 415, and 510.
- Repaired entry ramps to portable classrooms 616, 617, and 620.
- Inspected and documented needed repairs on campus wide security camera system.
- Performed inspection and testing of campus wide emergency showers, AEDs, fire extinguishers, and fire alarm system.
- Replaced a damaged partition pilaster in the 320 Building boys' restroom. (Photo)
- Completed repairs to paper goods dispensers in the 100 Building boys' and girls' restrooms.
- Performed expedited repairs to tempered hot water supply balance valve at the swimming pool deck showers.
- Completed the replacement of burned out lamps in the MMLC.
- Performed furniture movement/obsolete/repair tasks in classrooms 634 and 640.
- Performed night time audits of evening custodial staff.
- Replaced rain gutters on thirteen portable classrooms 611 - 623. (Photo)
- Inspected all roofs on campus.
- Completed winter break energy shutdown and startup.
- Setup and restored from school and civic center use events – Migrant Education food bank distribution, Collab/Guiding coalition, DELAC, SMHS Christmas luncheon, Santa Barbara Scholarship Foundation workshop, Cal Poly ETS, Link Crew wake-a-thon, PVHS Holiday soccer tournament, club soccer, Allan Hancock College youth dance, SMHS boys' and girls' soccer, SMHS boys' & girls' wrestling, SMHS boys' and girls' basketball, and The ELKS Hoop Shoot.
- Preventive work order hours - 26
- Routine work order hours – 86
- Total work orders completed – 104
- Event setup hours – 86

Ken Groppetti  
Plant Manager

## REGULAR MEETING

February 12, 2019

### PVHS

- Painted two new regulation soccer fields on practice fields.
- Prepared the stadium for a Winter Break soccer tournament.
- Prepared the stadium and practice field for Track & Field season. (Photo)
- Cleaned all storm drains in preparation for the rain season.
- Serviced grounds equipment: gators and lawn mower.
- Inspected and repaired irrigation valves and sprinklers throughout campus.
- Install new heat pump water heater in 300 Building equipment room. This will provide high efficiency hot water to the Foods Lab. (Photo)
- Installed a new school public address system in the stadium.
- Installed HDMI cables to connect a wall mounted TV to the staff computer in the College & Career Center.
- Replaced broken soap dispensers in the 300 girls' restroom and a damaged toilet paper dispenser in pool girls' restroom.
- Replaced arcing light switches in classrooms 303, 323, 203, 105, and 462, as well as the health office.
- Repaired a broken drain pipe on one of the steam tables in the cafeteria.
- Repaired a leaking toilet in pool girls' restroom and plugged toilet drain in the 300 Building upstairs staff restroom.
- Repaired the demonstration table in science classroom 421.
- Repaired a broken support bracket under the east bleachers in the gymnasium.
- Replaced the computer projector in classroom 606.
- Replaced fire alarm wiring to reduce false alarms during the school day as well as in the middle of the night. (Photo)
- Replaced rain gutters on fourteen portable classrooms: 605, 608, 610, and 620 – 630. (Photo)
- Converted the HVAC controls in all twenty-nine portable classrooms to tie them into the Metasys Building Control System.
- Inspected all roofs on campus.
- Completed winter break energy shutdown and startup.
- Setup and restored from school and civic center use events – Staff welcome back breakfast, GLO Club meeting, winter guard practice, basketball, wrestling tournament, cheer captains meeting, and staff development day.
- Preventive work order hours – 10
- Routine work order hours – 59
- Total work orders completed – 82
- Event setup hours – 60

Dan Mather  
Plant Manager

REGULAR MEETING  
February 12, 2019

**ERHS**

- Performed quarterly grounds equipment maintenance: weed eaters, chainsaws, Roto Tiller, and blowers.
- Prepared baseball and softball fields for upcoming season, including outfield fence installation. (Photo)
- Performed routine landscape maintenance at ERHS and DHS, completed weed abatement.
- Completed the art kiln installation by connecting the new electrical transformer during the winter break to take advantage of de-energizing the Industrial Arts Building power for the final connections. (Photo)
- Repaired electrical conduit in 400 Building damaged during construction of the 38 – Classroom Building.
- Repaired the door handle in classroom 113, the entry door frame in classroom 611, and trimmed the door for better closing in room 402.
- Repainted the gymnasium doors.
- Repaired roof leaks in 600 portable classroom restroom and the restroom in the staff workroom 599.
- Replaced leaking water lines at the pool exterior vault.
- Repaired restroom partitions, secured loose toilets, and repaired damaged dispensers in the 300 Building, Industrial Arts Building, and the press box boys’ restroom. (Photo)
- Repaired plumbing in several areas: plugged drain in the girls’ locker room, failed toilet flush valves in the gymnasium restrooms, Insta-Hot hand washing water heater in the Administration restroom, leaking faucet in the cafeteria kitchen, and plugged urinals in the 400 and 300 Building boys’ restrooms.
- Suspended new CIF banners in the gymnasium for basketball season.
- Inspected, lubricated, and adjusted doors at DHS, adjusted closures gymnasium foyer doors, cafeteria delivery doors, and the track storage building doors.
- Inspected all roofs on campus.
- Completed motor and scrubber pad replacement on Clarke ride-on floor scrubber.
- Repaired broken desks and chairs for classrooms throughout the campus.
- Completed emergency repairs on the Bradley parking lot due to erosion from recent rains. (Photo)
- Set up a new storage unit for softball. (Photo)
- Completed emergency shower, emergency lighting, fire extinguisher, and AED monthly inspections.
- Completed winter break energy shutdown and startup.
- Setup and restored from school and civic center use events – guidance luncheon, staff luncheon, staff development, TIP meeting, A2A meeting, Ballet Folklorico, soccer team dinner, basketball, wrestling, ONLL sign-ups, Cal Poly Upward bound, and Orcutt Youth Soccer League soccer tournament.
- Preventive work order hours – 18
- Routine work order hours – 156
- Total work orders completed – 96
- Event setup hours – 68

Danny Sheridan  
Plant Manager

**Transportation**

- Winter bus driver In-Service included special training for dealing with disorderly students. (Photo)
- Received delivery of high capacity mobile vehicle lifts and training on their operation. (Photos)

**Graffiti & Vandalism**

- **DHS** \$ 0
- **ERHS** \$ 50
- **SMHS** \$ 120
- **PVHS** \$ 0

Reese Thompson  
Director – Facilities and Operations

## Photo Gallery – Major Projects



ERHS 38-Classroom Building – Typical Classroom Interior



ERHS 38-Classroom Building – Movable Skywall Increases Flexibility of First Floor Classrooms



CTE Ag Center – Excavation for the Barn Foundation Footings is in Progress



CTE Ag Center – Barn Footings are Prepared for Concrete with Rebar

Photo Gallery - Maintenance & Operations



SMHS - Joel Amezcua Removes a Bank of Old Lockers and Hidden Trash



SMHS - New Locker Installation In-progress in the Girls' Locker Room



SMHS – Rain Greg Matthews Replaces a damaged Partition Pilaster in 320 Boys' Restroom



SMHS – Rain gutters and down spouts are replaced on Thirteen Portable Classrooms



PVHS – José Gamino and Greg Gentile Set up the Discus Cage for Track & Field Season



PVHS – Plumber and PVHS Maintenance Crew Position the Heat Pump Water Heater for the Foods Lab





PVHS - Fire Alarm Wiring Replaced to Reduce False Alarms



PVHS - New Rain Gutters and Downspouts are Installed on Fourteen Portable Classrooms

REGULAR MEETING  
February 12, 2019



ERHS – The Grounds Crew Prepares Baseball and Softball Fields for the New Season



ERHS – Andy Freitas Connects Power to the Art Kilns



ERHS – Leo Avila Repairs Damaged Restroom Equipment in the Press Box Boys’ Restroom



ERHS – Emergency Repairs are Completed due to Rain Damaged Bradley Parking Lot



ERHS – Softball Coach Tomooka Supervises Placement of a New (Used) Storage Unit



Transportation – Bus Drivers Study “Personal Space” Training in the January In-Service



Transportation - Mobile Bus Lift Training Included Testing Maximum Capacity Under a Bus



Transportation - Mobile Bus Lift Used to Steam Clean Undercarriage