

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 Trustees 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
November 8, 2016**

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

5:30 p.m. General Session/Closed Session to Follow

*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/Flag Salute

II. REPORTS

A. Student Reports – Candace Corpuz/PVHS, Isabella Powell/ERHS, Yailin Orozco/SMHS, Roberto Aguilar-Luis/Delta

B. Principal Reports – Joe Domingues/SMHS

- Math Update

C. Superintendent’s Report

D. Board Member Reports

III. PRESENTATION

A. Solar and Recycling Programs – Reese Thompson

IV. ITEMS SCHEDULED FOR ACTION

A. General

1. Board Policies – First Reading

The administration is asking the Board to review the proposed revisions to the board policies listed below. The policies will be on the next board agenda for approval.

BP 0410 Revised	<p><u>Nondiscrimination in District Programs and Activities</u></p> <p>Policy updated to reflect NEW LAW (AB 30, 2015) which, effective January 1, 2017, prohibits the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. Policy also adds language regarding the use of uniform complaint procedures to investigate and resolve any allegation of unlawful discrimination, expands the means by which notice of the district’s nondiscrimination policy will be distributed, reflects NEW LAW (SB 1375, 2016) which requires districts to post specified information regarding Title IX on their web site by July 1, 2017, and adds the district’s responsibility to make its web site accessible to individuals with disabilities.</p>
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Resource Person: Mark Richardson, Superintendent

*** **IT IS RECOMMENDED THAT** the Board of Education review the proposed revisions to the board policies above. They will be listed for approval on the next agenda.

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

B. INSTRUCTION

1. Quarterly Report on Williams Uniform Complaints

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

Resource Person: John Davis, Asst. Superintendent of Curriculum & Instruction

A PUBLIC HEARING IS REQUIRED.

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

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

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

2. Textbook Review

The following textbook is presented to the Board of Education for review. This textbook is aligned with the Common Core.

PVHS Business Department/Erika Quintana

Title: Professional Communication
Author: Wuthrick, Huse, Murphy, Fulk
Publisher: Goodheart-Wilcox/ Copyright: 2017

Resource Person: John Davis, Asst. Superintendent of Curriculum & Instruction

*** **IT IS RECOMMENDED THAT** the Board of Education preview the textbook listed above and approve it upon the second reading at the next board meeting.

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

3. College Readiness Block Grant – Information Only

The Santa Maria Joint Union High School District’s “College Readiness Block Grant plan is aligned to the District’s Local Control Accountability Plan which serves all pupils within the LEA, particularly unduplicated pupils. The intent of the plan is to use the funds to increase or improve the access and completion of A-G courses by the University of California. The grant is \$893,529 and is for the 2016-2017, 2017-2018, and 2018-2019 academic years.

CRBG funding will provide allowable uses of funds to include support for Advance Placement examination fees; developing and purchasing materials that support college readiness, including college entrance exam preparation; counseling services for students; expanding access to coursework or other opportunities to satisfy A-G course requirements;

and sending teachers, counselors, and administrators to professional development opportunities related to college readiness.

The District will measure the impact of the funds received through the eight State Priorities. In particular, conditions of learning, State Priorities 2) Implementation of academic content and performance standards and Priority 7) pupil enrollment to course access. State Priorities for pupil outcomes include Priority 4) pupil achievement and Priority 8) other pupil outcomes. State Priorities for engagement include Priority 5) pupil engagement and Priority 6) school climate.

The plan will be on the December agenda for approval.

Resource Person: John Davis, Asst. Superintendent of Curriculum & Instruction

V. 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 – October 11, 2016

B. Approval of Warrants for the Month of October 2016

Payroll	\$6,797,927.75
Warrants	<u>3,973,305.00</u>
Total	\$10,771,232.75

C. Attendance Report

Mrs. Yolanda Ortiz, Assistant Superintendent of Business Services, will be available to answer questions regarding the 2015-2016 second monthly attendance report presented on the last page of this agenda.

D. Facility Report – **Appendix B**

- E. Authorization to Piggyback on Hawthorne School District for Furniture and Accessories District Wide for the Length of the Contract through June 30, 2017

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

Hawthorne School District has awarded their furniture and accessories bid to Culver-Newlin, Inc. (Renewal Piggyback Bid #13-14-1, expires June 30, 2017), and with Board approval the district may “piggyback” on their bid.

- F. Authorization to Piggyback on Hemet Unified School District for School Buses District Wide for the Length of the Contract through June 30, 2017

Section 20118 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, commonly referred to as “piggybacking”. Notwithstanding Section 20111 and 20112 of the Public Contract Code, the governing board of any school district without advertising for bids and with board determination that it is in the best interest of the district, may authorize the purchase of such supplies, furniture and equipment.

Hemet Unified School District has awarded their school buses bid to BUSWEST (Piggyback Bid #2014/15-22814, extended to June 30, 2017). With Board approval the district may “piggyback” on their bid.

- G. Authorization to Utilize National IPA-CDW-G Agreement for District-wide Purchases of Information and Technology Equipment and Services for the length of the Contract through August 17, 2018

Section 10299 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the Public Contract Code, “school districts may, without competitive bidding, utilize contracts, master agreements, multiple award schedules...established by the department [DGS] for the acquisition of information technology, goods, and services.” Section 10299 further authorizes state and local agencies to “contract with suppliers awarded the contracts without further competitive bidding.” The district administration recommends that district-wide purchases of computer and technology equipment and services be made utilizing the provisions of the Public Contract Code that allow purchasing from National IPA Contract – CDW-G, through August 17, 2018.

H. LEA Plan Revision

Review and approve the Revised LEA Plan as part of the Federal Program Monitoring requirements.

I. Approval of Board Policies

The following board policies is presented to the Board of Education for approval. The policies were listed for first reading on the October 11, 2016 board agenda.

BP/AR 1312.3	Uniform Complaint Procedures
BP/AR 6142.1	Sexual Health and HIV/AIDS Prevention Instruction

J. Textbook Discard

The following textbooks were submitted for discard. The administration is requesting that the Board approve the discard of the textbooks below:

School	Title	Copyright	# of copies
SMHS	Pre-Algebra	2001	20
ERHS	Biology; The Dynamics of Life	2005	1
ERHS	Realidades 1	2004	4
ERHS	Realidades 2	2004	3
ERHS	Modern World History	2006	1
ERHS	Literature Gold Level	2002	6
ERHS	Literature The British Tradition	2002	6
ERHS	Literature Platinum Level	2002	1
ERHS	Literature The American Experience	2002	1
ERHS	American Government	2006	4
ERHS	Holt Earth Science	2007	1
ERHS	Holt California Algebra	2008	1
ERHS	Glencoe Health	2005	1
ERHS	The Developing Person	2003	1
ERHS	The American Vision	2006	14
ERHS	To Kill A Mockingbird	1960	2
ERHS	Life of Pi	2001	2
ERHS	Adventures of Huckleberry Finn	-----	2
SMHS	Entre Mundos	2004	458
SMHS	Entre Mundos Workbook	2004	486
SMHS	Discovering French	2001	297
SMHS	Discovering French Workbook	2001	291
SMHS	Discovering French Bleu NON Euro Edition	1997	108
SMHS	Discovering French Bleu NON Euro Workbook	1997	126
SMHS	Discovering French Blanc Euro Edition	2001	249
SMHS	Discovering French Blanc Workbook	2001	261
SMHS	Discovering French Blanc NON Euro Edition	1997	121
SMHS	Discovering French Blanc Workbook	1997	107
SMHS	Discovering French Rouge Euro Edition	2001	121
SMHS	Discovering French Rouge Workbook	2001	107

K. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO17-00577	SB County Sheriff	\$134,486.50	Contract year 2 of 3 Law Enforcement Svcs RHS / General Fund LCAP Goal 6
PO17-00578	City of Santa Maria Police Dept.	\$217,353.60	Contract year 2 of 3 Law Enforcement Svcs PVHS & SMHS / General Fund LCAP Goal 6
PO17-00692	Benefit Trust Company	\$523,433.00	Retiree benefits trust funding / General Fund
PO17-00693	Buswest	\$184,693.66	New school bus 56 passenger / General Fund MOT equipment

L. Authorization for Sale of Obsolete Equipment

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

Tag #	Asset Category	Description	Serial #
N/A	ATHLETICS	(PVHS) OLD SCOREBOARD (fairplay.com)	N/A
N/A	TRANSPORTATION	Braun UVL Series Hydraulic Wheelchair Lift	N/A

M. Agreement with Crystal Ruse, MA., BCBA-D for a Social Work Field Education Practicum

Service: Board Certified Behavioral Analyst Supervision by Crystal Ruse, MA., BCBA-D for Timothy Tibbets (district contracted) Behavior Intervention Specialist currently supporting the three district's Therapeutic Learning Classes (TLC) Regional program sixty percent (.60) and school district special education student's forty percent (.40). Supervision via telephone web conferencing, and direct classroom observation. Travel mileage and per diem are not included in services contract.

**REGULAR MEETING
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The term of the Agreement shall be school year 2016-2017, starting October 24, 2016 – June 8, 2017. Service Hours three hours bi-weekly. BCBA supervision is funded through Mental Health Budget \$75.00 per hour.

N. Single School Plans for Student Achievement

Delta, Ernest Righetti, Pioneer and Santa Maria High Schools are presenting their Single School Plans for approval. Plans will only be returned to the Board if major changes are made in the funding allocations.

O. Acceptance of Gifts

Pioneer Valley High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Yvette M Alcoser Sole Prop	Band	\$150.00
Douglas & Charlene Betts	Band	\$100.00
Elks Rodeo Parade	Band	\$400.00
G Bros Kettle Corn	Link Crew Club	\$160.00
Total Pioneer Valley High School		<u>\$810.00</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Open Heavens Miranda Ranch	FFA	\$100.00
Ace Pump, Inc.	Golf	\$500.00
Down Hole Carbide Company, Inc.	Golf	\$500.00
J & D Health Systems	Golf	\$100.00
California Future Business Leaders	FBLA	\$850.00
Robert Floyd	Golf	\$500.00
Television Merchants/Creative Rents	Golf	\$100.00
VIVID Financial Management	Golf	\$500.00
Toyota of Santa Maria	Golf	\$50.00
SLO County Quarter Horse Association	FFA	\$500.00
The Rental Concept	Golf	\$400.00
Wheels N Windmills	Auto Club	\$6,000.00
Sports Boosters, Inc.	Athletics	\$750.00
Elks Rodeo Parade	Band	\$400.00
Honda of Santa Maria	Golf	\$50.00
Mike Draper Memorial Fund	Golf	\$250.00
Total Santa Maria High School		<u>\$11,550.00</u>

VI. REPORTS FROM EMPLOYEE ORGANIZATIONS

VII. 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.

VIII. 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*
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IX. RECONVENE IN OPEN SESSION

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

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.

XI. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held on December 13, 2016. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center.

XII. FUTURE REGULAR BOARD MEETINGS

The meeting dates for 2017 will be determined at the December 13, 2016 meeting.

XIII. ADJOURN

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
MONTHLY REPORT OF ATTENDANCE
SECOND MONTH OF 2016-17

September 05, 2016 through September 30, 2016

	Second Month 2015-16			Second Month 2016-17			Cumulative ADA				
	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Prior Year		Current Year		
							ADA % to CBEDS	ADA	ADA % to CBEDS	ADA	
ERNEST RIGHETTI HIGH											
Regular	1991	1920.37	96.5%	2045	1968.53	96.2%		1933.05		1978.51	
Special Education	75	71.00	93.4%	75	73.84	95.4%		72.95		73.14	
Independent Study	12	8.89	82.0%	15	12.00	87.4%		5.74		8.86	
Independent Study 12 + 12	0	0.00	---	0	0.00	---		0.00		0.00	
Independent Study Spec Ed	1	0.89	89.5%	0	0.00	---		0.87		0.00	
CTE Program	7	7.42	91.6%	6	5.05	88.1%		7.71		4.95	
Home and Hospital Reg Ed	1	0.37	63.6%	3	2.11	85.1%		0.18		1.73	
Home and Hospital Spec Ed	6	4.74	90.0%	5	3.53	91.8%		3.55		2.76	
TOTAL RIGHETTI	2093	2,013.68	96.4%	2149	2065.05	96.2%		2024.05		2069.95	
SANTA MARIA HIGH											
Regular	2509	2415.74	96.0%	2405	2329.11	97.0%		2428.45		2333.38	
Special Education	85	80.32	94.8%	96	89.05	93.8%		80.45		88.00	
Independent Study	25	18.79	79.2%	20	18.53	97.0%		13.82		13.57	
Independent Study 12 + 12	2	1.16	81.5%	0	0.00	---		0.63		0.00	
Independent Study Spec Ed	0	0.00	---	0	0.00	---		0.13		0.00	
CTE Program	7	4.95	73.4%	5	5.11	82.9%		5.21		6.43	
Home and Hospital Reg Ed	8	8.00	86.9%	5	3.89	77.9%		6.58		2.92	
Home and Hospital Spec Ed	1	0.79	78.9%	2	1.79	94.4%		0.84		1.51	
TOTAL SANTA MARIA	2637	2529.75	95.9%	2533	2447.47	96.8%		2536.11		2445.81	
PIONEER VALLEY HIGH											
Regular	2568	2496.79	97.0%	2582	2517.53	97.4%		2498.58		2514.59	
Special Education	109	104.37	95.3%	105	98.37	93.6%		106.61		97.92	
Independent Study	5	3.84	76.8%	5	2.37	41.3%		3.11		2.05	
Independent Study Spec Ed	3	2.79	76.8%	2	1.26	63.2%		3.21		1.46	
Home and Hospital Reg Ed	11	8.21	83.9%	8	6.95	70.6%		6.61		5.59	
Home and Hospital Spec Ed	0	0.00	---	3	0.47	33.3%		0.00		0.24	
TOTAL PIONEER VALLEY	2696	2616.00	96.9%	2705	2626.95	97.2%		2618.12		2621.86	
DAY TREATMENT @ LINCOLN STREET	5	4.32	73.9%	8	6.32	82.2%		4.71		6.49	
DISTRICT SPECIAL ED TRANSITION	24	23.42	94.1%	28	27.84	99.4%		22.66		27.84	
DISTRICT SPECIAL ED TRANS/VOC M/M	16	15.37	100.0%	18	17.11	95.0%		14.50		17.43	
ALTERNATIVE EDUCATION											
Delta Continuation	306	240.15	78.4%	329	273.03	82.7%		251.42		273.03	
Delta 12+	2	0.98	48.8%	0	0.00	---		1.26		0.00	
Delta Independent Study	14	12.72	96.6%	3	2.47	100.0%		9.57		1.76	
Delta Independent Study 12+	20	19.32	86.2%	16	14.41	81.7%		19.74		14.16	
Delta Independent Study Spec Ed	1	1.04	0.0%	1	0.00	0.0%		0.94		0.00	
Home & Hospital Reg Ed	1	0.00	0.0%	3	0.11	3.0%		0.00		0.05	
Reach Program--SMHS	7	4.95	87.9%	3	1.68	68.1%		4.32		1.73	
Reach Program--PVHS	3	1.53	69.0%	9	5.89	84.2%		0.89		5.30	
Home School @ Library Program	47	40.74	92.7%	28	25.05	89.5%		39.87		23.19	
Delta HS I.S. Program P	25	21.07	95.3%	19	17.79	98.3%		14.82		15.67	
TOTAL ALTERNATIVE EDUCATION	426	342.50	80.4%	411	340.44	82.8%		342.83		334.89	
TOTAL HIGH SCHOOL DISTRICT	7897	7545.04	95.6%	7833	7513.39	95.9%		7562.98		7524.27	

**Santa Maria Joint Union High School District
November 08, 2016**

CLASSIFIED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Pay Rate	Hours
	Employ	Accounting Assistant I	RHS	10/11/16	14/A	4
	Employ	Instructional Assistant-Spec Ed II	SMHS	10/17/16	15/A	6
	Increase Hours	Food Service Worker I	RHS	10/31/16	9/B	2 to 3
	Dismiss	Custodian	DO	10/31/16	15/A	4
	Dismiss	Grounds Maint I	DO	10/31/16	16/A	4
	Increase Hours	Food Service Worker I	SMHS	10/26/16	9/B	2.5 to 3
	Employ	Attendance Assistant	RHS	10/14/16	15/A	4
	Employ	Custodian	PVHS	11/1/16	15/A	8
	Employ	Behavioral Instructional Asst-Spec Ed DT	SMHS	10/11/16	18/A	6
	Employ	Custodian	SMHS	11/1/16	15/A	8
	Leave of Absence	Instructional Assistant-Spec Ed I	RHS	11/4-11/8/16	13/E	5.5
	Increase Hours	Food Service Worker I	SMHS	10/13/16	9/C	3 to 3.5
	Increase Hours	Food Service Worker I	PVHS	11/2/16	9/A	2 to 2.5
	Promote	Food Service Worker II	RHS	10/24/16	12/C	6.5
	Resign	Bus Driver	DO	10/31/16	18/C	4.5
	Employ	Attendance Assistant	PVHS	10/13/16	15/A	4
CERTIFICATED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Salary	FTE
	Teacher Prep Period	Social Science	SMHS	8/10 - 8/22/2016	4/IV	0.2
	Stipend	Marimba/Ballet Folklorico	PVHS	9/15/16 - 6/7/17	7%, Col 1, I	~~
	Teacher Prep Period	ISI	RHS	10/31/16-6/7/17	22/V	0.2
	Assignment Update	ISI to ELD	RHS	10/17/16 - 6/7/17	2/III	0.4
	Teacher Prep Period	English	SMHS	8/10 - 8/26/2016	6/III	0.2
	Stipend	Curriculum Counsel Liaison	DHS	10/10/16 - 6/8/17	2%, Col 1, I	~~
COACHING PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	District	ASB/Booster
	Stipend (updated)	Head JV Boys Football	ERHS	2016-2017	\$1,600.00	
	Stipend	Asst. JV Boys Football	ERHS	2016-2017	\$1,400.00	

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

October 2016

1. Santa Maria High School Construction Projects

SMHS Camino Colegio Parking Area – Rachlin Partners

- Final closeout activities are continuing.

SMHS 2016 Paving Projects – Flowers & Associates

- The final payment and retention have been released. This project is closed.

2. Ernest Righetti High School Construction Projects

ERHS New 38-Classroom Building – Rachlin Partners

- Reviews of project plans and specifications continue at DSA. Construction is now scheduled to start during December 2016 pending DSA approval and contractor cost negotiations.

ERHS Cafeteria Walk-In Freezer Project – Rachlin Partners

- Further action on this project is on hold due to site impact considerations. Bidding is to occur in February 2017 with construction scheduled to occur during summer of 2017 when the school is closed.

ERHS Maintenance and Operations Building Project – Rachlin Partners

- A conceptual design has been approved by District administrative staff with the facility to be located where the old green houses were removed. A proposal to perform architectural and engineering services has been requested from the architect.

3. Pioneer Valley High School Construction Projects

C2004 District Performing Arts Center – BCA Architects

- Site construction activities occurring this period include the continued installation of steel structural elements, wood framing, steel framing, roof decking, roof insulation, electrical rough in, plumbing rough in, drywall, insulation, window glass, and stucco at various locations in the theater, lobby and classrooms. **(Photos)**

6 Portable Roof Replacement - 613-618 – Support Services

- The final payment and retention have been released. This project is closed.

Stadium Scoreboard Replacement – Support Services

- All site work is complete. Final closeout activities are underway.

4. New Facility

C2004 New Facility School CTE Component – PMSM Architects

- Schematic design and design development activities are complete. Construction documents are under development with DSA submittal anticipated to occur in late November 2016. DSA approval, and contracting are now estimated to be complete in late spring 2017 with construction to start shortly thereafter.

5. District Wide and Support Services Center

District Wide Energy Upgrade – Johnson Controls Inc.

- Final contract closeout activities continue. One closeout item remains; Johnson Controls has been notified of the status of the closeout.
- It is anticipated remaining items will be resolved by December 31, 2016.

District Wide Project Closeout – Support Services

- Review of project closeout issues continues. Projects under current review and their status are as follows:
 - PVHS Pool: Awaiting a response from DSA related to revisions on eight concrete block pilasters. The architect is proposing to combine the closeout work with the installation of new competition lighting.
 - PVHS 12 Modular Classrooms: Coordination of modifications to the fire sprinkler system continues. Corrective work is expected to occur during summer of 2017.
 - SMHS CHCCC: A closeout package has been submitted to DSA for review and final closeout status determination.

District Wide Security Camera Installation – Support Services

- New high speed computer switches at PVHS were installed. Installation of the cameras and wiring included in the original contract is underway.
- Punch list items remain to be completed at ERHS, SMHS, and SSC.

SSC New West Parking Area – Flowers and Associates

- Additional soils engineering evaluations were completed and the package is being revised in preparation for resubmittal to the City of Santa Maria Planning and Development Department. The anticipated submittal date is now November 3, 2016. Construction scheduling will occur following City approval.

SSC Commodities Walk-In Freezer Project – Rachlin Architects

- Bid package documents are nearing completion. The bid notice was issued on Nov 2, 2016 with bids to be received Nov 29, 2016. Construction is scheduled to begin in mid to late January 2017.

6. Summer Activities

District Wide Summer Projects Planning

- Planning for summer 2017 work projects has commenced. Each site has provided a list of proposed projects that are being included with the ongoing project list. All of the proposed projects are being evaluated based on priority and funding availability.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

PVHS

- Groomed the football stadium for football games.
- Applied a Dignity Health logo to the football field.
- Repainted the lines on the practice fields for football, band practices, and weekend soccer games.
- Prepared the tennis courts for tennis matches.
- Prepared the varsity baseball field for a "Field Day", where experts showed District grounds keepers as well as representatives from other local agencies how to groom the field for spring season. **(Photos)**
- Investigated irrigating control problems. Investigating the Cla-Val master control valve operation as it relates to each branch controller.
- Installed an in-ground access vault for the main irrigation Cla-Val master valve.
- Installed a vent on one of the sports equipment storage containers.
- Repainted the backstop at the varsity baseball field.
- Installed a new permanent sound system in the cafeteria.
- Installed new computer projectors in classrooms 216, 412, and 628.
- Fabricated and installed a cover for the wireless signal on the new football scoreboard.
- Installed a stand for the new ice machine in classroom 325, Home Economics Foods Lab.
- Installed new stainless steel caps on the counters in classroom 325, Home Economics Foods Lab.
- Installed a stainless steel service shelf at the textbook window.
- Installed a new safety goggle sanitizing cabinet in science classroom 421.
- Removed a portion of the library book stacks in preparation for a new media area in the library. Reused some of the shelving in the textbook room.
- Installed new banners in the gymnasium.
- Repaired a broken diving block at the pool.
- Repaired nonfunctioning showers in the boys' locker room.
- Installed new signs in the football stadium.
- Installed a sound bar in classroom 325, Home Economics Foods Lab.
- Replaced all the locks on the gate control boxes.
- Replaced the paper towel dispensers in the cafeteria kitchen.
- Assembled a new high pressure trash can washer in the cafeteria service yard. **(Photo)**
- Setup several events – OTCR sign-ups, PIQE, College Information Night, Financial Aid Night, PSATS, ASM Truancy Meeting, Panther Forum, Higher Education Event, Key Club Meeting, Club Rush, CSF Lunch, All School Rally, volleyball tournament, water polo matches, volleyball games, outside soccer league, PVHS football games, tennis matches, and Crosspointe Church.
- Preventive work order hours – 29
- Routine work order hours – 206
- Total work orders completed – 162
- Event setup hours – 179

REGULAR MEETING
November 8, 2016

ERHS

- Removed wooden retaining wall and constructed a new one between the science building and the student parking lot. **(Photo)**
- Cleared plugged storm drains.
- Groundskeepers attended the PVHS "Field Day" at the varsity baseball field.
- Groomed the football field turf.
- Applied a Dignity Health logo to the football field. **(Photo)**
- Cleaned the tennis courts in preparation for tennis matches.
- Repaired the football stadium scoreboard. **(Photo)**
- Installed new lighting dimmers in the drama classroom.
- Installed a chemical dispenser in the carpet cleaning van.
- Activated new security cameras and perform troubleshooting maneuvers to adjust them and fine-tuned the viewing and recording.
- Repaired electrical and communication floor boxes in several Delta high School classrooms.
- Performed Williams Settlement annual facilities inspection.
- Completed inspection and reporting for Johnson Controls Performance Contract Measurement and Verification period.
- Completed the following preventive maintenance routines - quarterly HVAC service in the 200's, 500's, 600's, and cafeteria; annual HVAC service at Delta and 400's.
- Completed the following scheduled services - inspect/lubricate/adjust doors, monthly AED inspection, fire extinguishers, emergency lights, and emergency showers.
- Participated in the "Great California Shakeout" earthquake preparedness event.
- Performed annual hood inspections on science fume hoods.
- Removed an obsolete cafeteria hood fire suppression system.
- Setup several events – TIP, PIDA, ASM, College Fair, CELDT testing, Health screening, Fall Club Day, Homecoming Dance, Reach Higher Academy, Financial Aid Night, 10/11th Grade Parent Night.
- Preventive work order hours – 73
- Routine work order hours – 333
- Total work orders completed – 214
- Event setup hours – 129

SMHS

- Groomed the football stadium turf.
- Applied a Dignity Health logo to the football field. **(Photo)**
- Restriped the practice field for football and soccer practice and games.
- Installed new fencing at the revised football stadium entrance.
- Repaired restroom fixtures in the following buildings: 335, 600, Wilson Gym, 361, Multimedia Learning Center.
- Repainted classroom 412.
- Security camera configuration including setup and conversion of obsolete hardware to compatible hardware DVR to encoder/NVR).
- Assembled and installed new science tables in Agriculture Science classroom 320.
- Provided power for new science tables in Agriculture Science classroom 320. **(Photo)**
- Installed new mailboxes in the new testing room.
- Relocated the projector and Smart Board in classroom 243 for the classroom reconfiguration.
- Reconfigured the door locks at one of the Administration staff restrooms.
- Performed ADA weekly chair lift inspections: classrooms 106 and 107, football stadium, and small gymnasium locker room.
- Tested and repaired computer projectors in the multimedia Learning Center as well as classrooms, 247, 357, and 830.
- Replaced lights in the girls' PE office and the Administration restrooms.
- Removed a wasp nest from the overhang at the 440s portables classroom area.
- Setup several events - Senator Jackson visit, Anti Bullying seminar, Migrant Families Domingo Familiar, Taco Tuesday, College and Career Festival **(Photo)**, College Readiness Academy, MMEP parent workshop, DELAC, CSEA State meeting, Link Crew movie night, Volleyball, Football, Home Coming, PIQE, AHC, adult soccer, tennis, youth football, youth soccer, Orcutt Academy football stadium use.
- Preventive work order hours – 8
- Routine work order hours – 196
- Total work orders completed – 157
- Event setup hours – 224

Graffiti & Vandalism

- | | | |
|--------|----|-----|
| • DHS | \$ | 0 |
| • ERHS | \$ | 300 |
| • SMHS | \$ | 260 |
| • PVHS | \$ | 0 |

Reese Thompson
Director – Facilities and Operations

Photo Gallery – Major Projects



PVHS – Performing Arts Center Roofing Base Sheets Applied



PVHS – Installing Insulation on the Performing Arts Center Roof



PVHS – The Sloping Theater is Filled and Covered to Avoid Scaffolding



PVHS – Work on the Grounds Begins Outside the Performing Art Center

Photo Gallery – Maintenance & Operations



PVHS – José Gamino Rebuilding the Varsity Baseball Pitcher's Mound



PVHS – Several Local Agencies Attended a Baseball Renovation Field Day...



PVHS – ... Attendees Learned the Finer Points of Preparing a Baseball Field



PVHS – Paul Alvarez Demonstrates the Power Can Washer in the Cafeteria Yard



ERHS – Denton Tilley Assembling a New Retaining Wall at the Student Parking Lot



ERHS – The Painters Apply a New Sponsorship Logo to the Football Field



ERHS – John Swanson Diagnosing the Football Stadium Scoreboard



SMHS – Agriculture Science Classroom Making Use of New Science Tables



SMHS – College and Career Festival was a Success!