

ORANGE UNIFIED SCHOOL DISTRICT
Board of Education – Regular Meeting
1401 N. Handy Street – Orange, CA 92867
Thursday, January 18, 2018
6:00 p.m. – Closed Session
7:00 p.m. – Open Session

AGENDA

- 1. CALL MEETING TO ORDER**
- 2. ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**
- 4. ADJOURN TO CLOSED SESSION**
 - A. PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE
Government Code 54957
 - B. CONFERENCE WITH LABOR NEGOTIATORS
Government Code Section 54957.6
Agency Negotiator: John Rajcic, Atkinson, Andelson, Loya, Rudd & Romo
Employee Organizations: Orange Unified Education Association and Classified School Employees Association
Unrepresented Employees: Leadership
 - C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4)
- 5. CALL TO ORDER – REGULAR SESSION**
- 6. PLEDGE OF ALLEGIANCE**
- 7. REPORT OF CLOSED SESSION DECISIONS**
- 8. ADOPTION OF AGENDA**
- 9. ANNOUNCEMENTS AND ACKNOWLEDGEMENTS**
 - A. Superintendent’s Report..... 1
 - B. Board President’s Report 1
 - C. Board Recognition of Students, Staff and Community 1
 - CIF Football State Champion – El Modena and Orange High Schools
 - D. State of the School Report – Orange High School..... 1
 - E. Board of Education Proclamation: Safe and Welcoming Schools 2-4
- 10. APPROVAL OF MINUTES**
 - November 9, 2017 (Regular Meeting)
 - December 5, 2017 (Special Meeting)
- 11. PUBLIC COMMENT – Non-Agenda Items**

Members of the audience may address the Board of Education on agenda items during consideration of that item and non-agenda items that are within the Board’s subject matter jurisdiction. Speaking time is limited to three minutes per speaker with a maximum of twenty minutes per topic. Persons wishing to speak should submit a Public Comment card prior to the meeting. Non-agenda items may neither be acted upon nor discussed by the Board, but will be responded to either by telephone, mail, or at a subsequent meeting as an agenda item.

12. ACTION ITEMS

- A. Approval of Deferred Maintenance Plan – Summer 2018.....5
 B. Communications / Public Information Services..... 6-7

13. INFORMATION/DISCUSSION ITEMS

- A. Measure S Capital Facilities Program – Villa Park High School Design
 Development Presentation/Report - LPA8
 B. Measure S Capital Facilities Program – El Modena High School Design
 Development Presentation/Report – HED9
 C. Budget Update.....10
 D. Proposed Revisions to Board Policies, First Reading..... 11-40

14. CONSENT ITEMS

Consent items are acted upon by one motion. However, any such item can be considered separately at a Board member's request in which case it will be acted upon following approval of the Consent Items.

MEASURE S

- A. Contract Services Report – Measure S.....41-42
 B. Measure S – Division of State Architect Project Inspector of Record Consultant.....43
 C. Measure S – Division of State Architect Construction Material Testing and
 Special Inspection Services Consultant44
 D. Measure S – Hazardous Materials Consulting Services45
 E. Resolution 17-17-18: Adopting Prequalification Process for Contractors..... 46-48
 F. Resolution 18-17-18: Approval to Award Contract to Sean Khan Consulting Company, Inc..... 49-52
 G. Resolution 19-17-18: Approval to Award Contract to Elite Modular Leasing & Sales, Inc..... 53-56

BUSINESS SERVICES

- H. Gifts..... 57-58
 I. Purchase Orders List.....59
 J. Warrants List60
 K. Notices of Completion 91-62

HUMAN RESOURCES

- L. Personnel Report 63-68

EDUCATIONAL SERVICES

- M. Contract Services Report – Educational Services 69-70
 N. Study Trips..... 71-75

BOARD OF EDUCATION/SUPERINTENDENT

- O. Resolution No. 20-17-18: Signature Authorization 76-78

15. PUBLIC COMMENT – Non-Agenda Items

(Please see No. 11 – Public Comment.)

16. OTHER BUSINESS (Board/Staff Conference and Comments)**17. ADJOURNMENT**

ANNOUNCEMENTS
AND
ACKNOWLEDGMENTS

TOPIC: **ANNOUNCEMENTS & ACKNOWLEDGMENTS**

DESCRIPTION: **9.A. Superintendent's Report**

9.B. Board President's Report

9.C. Board Member Recognition of Students, Staff, and Community

9.D. State of the School Report

- *Manuel Briseno, Orange High School*

TOPIC: **BOARD PROCLAMATION: SAFE AND WELCOMING SCHOOLS**

DESCRIPTION: Governor Brown signed Senate Bill 54, the California Value Act, to direct the attorney general to develop model policies for local and state health, education, labor and judiciary officials to follow when dealing with immigration matters. The Orange Unified School District complies with federal and state laws and proclaims all school site safe and welcoming to all students regardless of immigration status.

The District is pleased to proclaim the Orange Unified School District safe and welcoming to all students.

**ORANGE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

PROCLAMATION

SAFE AND WELCOMING SCHOOLS

WHEREAS, the Board of Education has always embraced the diversity of our students and their families and the rich language and cultural assets they bring to our District;

WHEREAS, the Board of Education and District and school staffs have always worked to ensure that all students and parents feel safe and welcome in our schools;

WHEREAS, the students and parents of Orange Unified School District speak over 50 different languages representing even more numerous nations of origin and immigration patterns and statuses;

WHEREAS, the United States Supreme Court has ruled that no public school shall deny access to education on the basis of immigration status;

WHEREAS, state and federal laws prohibit immigration enforcement activity at schools or the disclosure to immigration officials of any identifiable student information by a school or district;

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Education declares that every District site continues to remain a safe place for all students and their families, regardless of nation of origin or immigration status;

BE IT FURTHER PROCLAIMED that in order to provide a quality public education to all students, regardless of a child's or family's immigration status, the District shall:

1. Remain safe and welcoming places for students and families
2. Treat all students equitably in the receipt of all school services
3. Refer any families seeking assistance with questions related to their immigration status to community based or legal organizations that provide resources for immigrant families

BE IT ALSO PROCLAIMED that the Board of Education instructs District staff to distribute copies of this Proclamation, translated into all appropriate languages , to all school sites , and ensure that the District 's DELAC - District English Learner Advisory Committee , ELACs - English Learners Advisory Committees, local governance office, and community organizations are consulted and involved in ensuring that all students and parents, regardless of immigration status or nation of origin, remain safe and welcomed in the Orange Unified School District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Orange Unified School District proclaims its ongoing commitment to safe and welcoming schools on this 18th day of January, 2018.



Alexia Deligianni-Brydges, President



Kathryn Moffat, Vice President



Timothy Surrige, Clerk



Brenda Lebsack, Member



Rick Ledesma, Member



John Ortega, Member



Andrea Yamasaki, Member

ACTION
ITEMS

TOPIC: **APPROVAL OF DEFERRED MAINTENANCE PLAN – SUMMER 2018**

DESCRIPTION: The District's main goal is to provide all students with a high quality education in a safe environment that prepares them to graduate from high school, college, and be career ready. To achieve this goal, school sites must have facilities in good or excellent standing as defined in the Local Control Accountability Plan (LCAP).

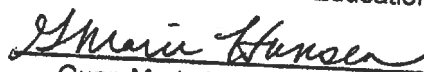
The Board of Education approved an increase to the Maintenance Budget at the December 11, 2014 meeting. As a result, staff has increased the amount and size of projects while updating the Board on their progress.

This evening, the Board will receive information with respect to proposed deferred maintenance projects for Summer 2018.

FISCAL IMPACT: Fund 14 (Deferred Maintenance Fund)..... \$4,000,000

RECOMMENDATION: It is recommended that the Board of Education approve the 2018-19 Deferred Maintenance projects list.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: **COMMUNICATIONS / PUBLIC INFORMATION SERVICES**

DESCRIPTION: The District has a need to hire a qualified firm for communications/ public information services. Staff conducted a Request for Information (RFI) on September, inviting firms to submit proposals. Results were presented during the November 9, 2017 Board meeting. The RFI was advertised in the OC Register, as well staff solicited to ten (10) public relations firm. The Board took action and instructed staff to proceed with a Request for Proposal (RFP) with the intent to award services to qualified firms. Staff solicited the RFP in December to the two firms that submitted a proposal during the RFI phase. For the RFP, firms were required to present a mock marketing plan presentation during the January 8, 2018 Board meeting and submit a service level cost form, which describes the products and deliverables of each firm's services.

A District Communications Committee was formed to do a comprehensive analysis reviewing the firm's performance during the presentation (including Board feedback of the marketing plan presentation), the service level costs (products and deliverables), and the overall qualification and experience of each firm. A primary focus for the staff was to ensure that with the amount of funds available, the District would get the most value, focus was on deliverable products, given a limited budget.

The rating from the District Communication Committee based on an in-depth review of the materials presented is below:

Marketing Plan Presentation

- Communications Lab 102
- VMA Communications 111

Service Level Cost

- Communications Lab 125
- VMA Communications 156

Firm Profile & Qualifications

- Communications Lab 27.3
- VMA Communications 35.9

The final recommendation by the District Committee is to award to VMA Communications the contract at maximal services from VMA. The availability of “tiered pricing” for the VMA retainer would allow the District to negotiate the annual retainer based upon the services needed at a particular point in time and the ability to reduce services as products are developed which can be maintained by District Staff or as discretionary funding become scarce in the future. Pricing as proposed in the RFPs are as follows:

COST COMPARISON BASED ON RFP DATED JANUARY 5, 2018

	Communications LAB		VMA Communications
Monthly Retainer	\$9,000.00	Monthly Retainer	\$3,000.00-\$9,000.00
Proposed Annual Budget		Proposed Annual Budget	
Annual Not-to-Exceed Retainer	\$108,000	Annual Not-to-Exceed Retainer	\$36,000-\$108,000
Annual Estimated Direct Cost	\$102,432	Annual Estimated Direct Cost	\$9,750 -\$111,425
TOTAL	\$210,432	TOTAL	\$45,750-\$219,425

FISCAL IMPACT: District staff to negotiate with vendor identified marketing services ranging from \$45,750 - \$219,425

RECOMMENDATION: It is recommended that the Board of Education hire VMA for communications/ public information services for a one year period based on experience, the caliber of deliverable products, and variable price of retainer.

NOTE: The Board of Education took action to direct staff to negotiate with Communications Lab.

Maria Hansen

INFORMATION/DISCUSSION
ITEMS

TOPIC: MEASURE S CAPITAL FACILITIES PROGRAM – VILLA PARK HIGH SCHOOL DESIGN DEVELOPMENT PRESENTATION/REPORT – LPA

DESCRIPTION: On June 8, 2017, the Board of Education approved the Schematic Design for Villa Park High School Science Building. In general, there are four phases to the architectural design process leading up to bidding.

1. Schematic Design
2. Design Development
3. Construction Document Development
4. DSA Review, Back Check, and Approval

Subsequent to Schematic Design Approval, LPA has proceeded with the design work progressing through Design Development and is now in the Construction Document phase. This evening, LPA will present their Design Development progress report, which will include the finalized building design, an updated project schedule and project budget. This presentation will focus on the design changes and improvements made since the Schematic Design approval on June 8. Streamlining and cost savings measures will also be reviewed.

FISCAL IMPACT: Receipt of this report has no fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education receive the report and provide direction as deemed appropriate with respect to the continued development of plans for the Villa Park High School Science Center.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: **MEASURE S CAPITAL FACILITIES PROGRAM – EL MODENA HIGH SCHOOL DESIGN DEVELOPMENT PRESENTATION/REPORT – HED**

DESCRIPTION: On May 11, 2017, the Board of Education approved the Schematic Design for El Modena High School Science Building. In general, there are four phases to the architectural design process leading up to bidding.

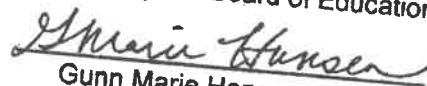
1. Schematic Design
2. Design Development
3. Construction Document Development
4. DSA Review, Back Check, and Approval

Subsequent to Schematic Design Approval, HED has proceeded with the design work progressing through Design Development and is now in the Construction Document phase. This evening, HED will present their Design Development progress report, which will include the finalized building design, an updated project schedule and project budget. This presentation will focus on the design changes and improvements made since the Schematic Design approval on May 11. Streamlining and cost savings measures will also be reviewed.

FISCAL IMPACT: Receipt of this report has no fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education receive the report and provide direction as deemed appropriate with respect to the continued development of plans for the El Modena High School Science Center.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: **BUDGET UPDATE**

DESCRIPTION: On January 10, 2018, the Governor released the proposed budget for the 2018-19 fiscal year. Staff will provide a brief update on the budget and potential impacts to the District.

This item is for information only.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC:

PROPOSED REVISIONS TO BOARD POLICIES – FIRST READING

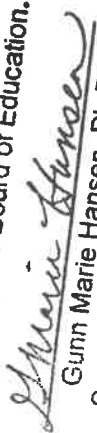
DESCRIPTION:

The District's Board policies and bylaws are reviewed and updated periodically as new state and federal laws and regulations are enacted.

The proposed revisions for the following Board Policies are presented for a first reading.

- BP 0420.4 Charter Schools
- BP 1114 (New) District-Sponsored Social Media
- BP 4119.21 Code of Ethics
- BP 4140 Teacher/Administrator/Board Relationships
- BP 4200 Classified Personnel
- BP 5113 Absences and Excuses
- BP 5113.1 Chronic Absence and Truancy
- BP 5113.12 (New) District School Attendance Review Board
- BP 5117 Interdistrict Attendance
- BP 6020 Parent Involvement
- BP 6153 School Sponsored Trips
- BP 6170.1 Transitional Kindergarten
- BP 6173.2 (New) Education of Children of Military Families

This is to certify that this item was approved by the Board of Education.


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Philosophy-Goals-Objectives and Comprehensive Plans

Charter Schools

~~A district with ten or fewer schools may petition the Superintendent of Public Instruction and the State Board of Education to become a charter district pursuant to E.C. 47606.~~

The Board of Education accepts responsibility for protecting the interests of the public when granting or denying charter petitions. The Board desires to support innovations which improve student learning and views charter schools as an opportunity to implement school-level reform. The District administration shall work cooperatively with parents/guardians, students, teachers and principals in their efforts to design new schools and alternatives to the existing state laws and regulations that govern public schools.

By law, petitioners are responsible for developing the charter that will govern the charter school. Unlike other alternative education programs which are under the direct control of the District, charter schools shall be governed at the school in accordance with charter provisions approved by the Board. In granting charter petitions, the Board shall give preference to schools best able to provide comprehensive learning experiences for academically low-achieving students. (Education Code 47605)

The Board shall give appropriate consideration to charter school petitions in light of the effects on the District's children and the proposed school's ability to function effectively and meet its goals. In accordance with law, the proposed charter must include descriptions of the vision, mission and goals of the charter school, the governance structure which will be used, the educational outcomes to be attained by students and the method by which progress in meeting these outcomes will be measured.

In order to be formally received by the Board, a petition for a charter school shall be in writing and is to include all components and signatures required by law and shall be submitted the Superintendent's office at least ten working days before a regularly scheduled Board meeting date for inclusion as an agenda item on the Board agenda. Any petition submitted less than ten work days before a regularly scheduled Board meeting date shall be scheduled for formal receipt by the Governing Board at the next regularly scheduled Board meeting. (Education Code 47605)

Within 30 days of formally receiving a petition to establish a charter school and accepting the petition as an agenda item at a Board meeting, the Board shall hold a public hearing to determine the level of support for the petition by teachers employed by the District, other employees of the District, and parents. (Education Code 47605)

Within 60 days of formally receiving a petition, or within 90 days with mutual consent of the petitioners and the Board of Education, the Board shall either approve or deny the request to establish the charter school. (Education Code 47605)

In its evaluation of the proposed charter, the Board shall include in its review the criteria set forth in the Education Code and the California Code of Regulations, Title 5, section 11967.5.1.

The Board shall ensure that any approved charter contains adequate processes and measures for holding the school accountable for fulfilling the terms of its charter. These shall include, but are not limited to, fiscal accountability systems, multiple measures for evaluating the educational program, including student outcomes aligned with state priorities as described in Education Code 52060, and regular reports to the Board.

The Board shall hold charter schools under its jurisdiction accountable for fulfilling the terms of their charters and may revoke a charter if deemed necessary.

The Board may approve one or more memoranda of understanding to clarify the financial and operational agreements between the District and a charter school authorized by the Board of Education.

It shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the CDE, and the State Board of Education (SBE). (Education Code 47605)

Legal Reference:

EDUCATION CODE

47600-47616 — Charter Schools

47600-47616.7 Charter Schools Act of 1992

52060-52077 Local control and accountability plan

60600 Assessment of Academic Achievement

CALIFORNIA CODE OF REGULATIONS, TITLE 5

11967.5.1 Criteria for the Review and Approval of Charter School Petitions by the State Board of Education

Community Relations

District-Sponsored Social Media

The Governing Board recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official district social media platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

The Superintendent or designee shall develop content guidelines and protocols for official district social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

Official district social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

The Superintendent or designee shall ensure that the limited purpose of the official district social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

Official district social media platforms may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content shall be subject to discipline in accordance with district policies and administrative regulations.

Users of official district social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

Privacy

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official

district social media platforms.

BP 1114(b)

Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in BP 1113 - District and School Web Sites, shall also apply to official district social media platforms.

Social media and networking sites and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations.

Legal Reference:

EDUCATION CODE

32261 School safety, definitions of bullying and electronic act

35182.5 Contracts for advertising

48900 Grounds for suspension and expulsion

48907 Exercise of free expression; rules and regulations

48950 Speech and other communication

49061 Definitions, directory information

49073 Release of directory information

60048 Commercial brand names, contracts or logos

GOVERNMENT CODE

3307.5 Publishing identity of public safety officers

6250-6270 Public Records Act, especially:

6254.21 Publishing addresses and phone numbers of officials

6254.24 Definition of public safety official

54952.2 Brown Act, definition of meeting

UNITED STATES CODE, TITLE 17

101-1101 Federal copyright law

UNITED STATES CODE, TITLE 20

1232g Federal Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 29

157 Employee rights to engage in concerted, protected activity

794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

**ORANGE UNIFIED SCHOOL DISTRICT
Orange, California**

All Personnel

Codes of Ethics

The Board expects District employees to maintain the highest ethical standards, exhibit professional behavior, follow District policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employee conduct should enhance the integrity of the District, advance the goals of the District's educational programs, and contribute to a positive school climate.

The Board encourages District employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee **is expected** ~~should make a commitment~~ to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of District students.

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon;
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed;
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child;
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student;
5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time;
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members;
7. Willfully disrupting District or school operations by loud or unreasonable noise or other action;

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, **on District property**, or at a school-sponsored activity;
9. **Being Dishonesty** with students, parents/guardians, staff, or members of the public, including, but not limited to, falsification of information in employment records or other school records;
10. Divulging confidential information about students, District employees, or District operations to persons not authorized to receive the information;
11. Using District equipment or other District resources for the employee's own commercial purposes or for political activities;
12. Using District equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity;

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of District technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the District;
14. Wearing inappropriate attire.

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of, or suspects child abuse or neglect, shall file a report pursuant to the District's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

BP 4119.21/4219.21/4319.21(c)

The District prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the District's complaint process shall be subject to discipline.

The section(s) of the District's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or District web sites. (Education Code 44050)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

44050 Employee code of conduct; interaction with students

44242.5 Reports and review of alleged misconduct

48980 Parental notifications

PENAL CODE

11164-11174.4 Child Abuse and Neglect Reporting Act

CODE OF REGULATIONS, TITLE 5

80303 Reports of dismissal, resignation and other terminations for alleged misconduct

80331-80338 Rules of conduct for professional educators

Adopted: (11-93 6-06) 9-14) **2-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Certificated Personnel

Teacher/Administrator/ Board Relationships

The Board recognizes the right of public school employees to join organizations of their own choice, to be represented by such organizations in their professional and employment relationships with the District, to select one employee organization as the exclusive representative of the employees in an appropriate unit, and to a voice in the formulation of educational policy. The Board also recognizes the following roles and responsibilities that are clearly established by law.

1. The Board has the final responsibility for establishing policies of the school system. (E.C. 35160)
2. The Superintendent and staff have the responsibility of carrying out the policies established. (E.C. 44805)
3. The certificated teaching personnel have the ultimate responsibility of providing the best possible education in the classroom.

Attainment of Goals

Attainment of the goals and objectives of the educational program conducted in the schools of the District requires mutual understanding and cooperation among the Board, the Superintendent and administrative staff, certificated personnel, classified personnel and other citizens of the community. To this end, free and open exchange of views is desirable, proper and necessary.

Employee Organizations

All employees are free to join or not to join employee organizations. Decisions affecting the individual employee shall be made without regard to membership in such organizations. Each employee is entitled to his or her individual legal and/or ethical rights and privileges. (Government Code 3543)

~~Employees shall not be interfered with, intimidated, restrained, coerced or discriminated against, either by the school District or by employee organizations, because of their membership or non-membership in employee organizations. They shall have the right to participate through representatives of their own choosing in the presentation of their views to the Board. (Government Code 3543.5)~~

The District shall not deter or discourage employees from becoming or remaining members of an employee organization, impose or threaten to impose reprisals on employees, discriminate or threaten to discriminate against employees, or otherwise interfere with, restrain, or coerce employees because of their membership or nonmembership in an employee organization. (Government Code 3543.5, 3550)

Employee organizations which meet the provisions of the law shall have the right to present their members in matters within the scope of representation provided by law and rulings of the Public Employment Relations Board. (Government Code 3542.1)

Legal Reference:

EDUCATION CODE

35010 Control of District; prescription and enforcement of rules

35160 Authority of governing boards

35161 Powers and duties generally

44805 Enforcement of course of studies, use of textbooks, rules and regulations

GOVERNMENT CODE

3502.5 Agency shop agreements; payments in lieu of dues or fees

3540-3549.3 Meeting and negotiating in public educational employment

Adopted: (11-93 6-06) **2-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Classified Personnel

Classified Personnel

The primary role of classified personnel is to support and enhance the purposes and goals of the schools as adopted by the Board. (cf. 0200 - Goals for the School District)

All personnel policies and regulations pertaining to classified personnel must be written in harmony with that primary role.

The classified service shall consist of all employees in positions not requiring certification. The following positions shall not be considered a part of the classified service: substitute or short-term employees who are employed for less than seventy-five percent (75%) of the school year, ~~campus and/or playground supervisors~~, adult education staff, full-time day students employed part-time, apprentices and professional experts employed on a temporary basis for a specific project.

Legal Reference:

EDUCATION CODE

- 45100 Application of provisions to classified employees
- 45101 Definitions
- 45103 Classified service in districts not incorporating the merit system
- 45104 Positions not requiring certification qualifications
- 45105 Positions under various acts not requiring certification qualifications; classification
- 45106 Exempt positions subject to certain provisions
- 45107 Prohibited use of Federal Emergency Employment Act Funds
- 45108 Restricted positions
- 45113 Rules and regulations for classified service in districts not incorporating the merit system

Adopted: (7-88 11-93) 6-06) **2-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsAbsences and Excuses

The Board of Education believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws, and may use appropriate legal means to correct problems of chronic absence or truancy.

Excused Absences

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons as permitted by law, Board policy and administration regulations. (Education Code 48205)

Inasmuch as **school attendance and** class participation ~~is an~~ **are** integral ~~part of~~ **to** students' learning experiences, parents/guardians and students shall be encouraged to schedule medical **and** appointments during non-school hours.

~~At the beginning of each school year, the Superintendent or designee shall send a notification to the parents/guardians of all students, and to all students in grades 7-12, informing them that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)~~

Students should not be absent from school without their parents/ guardians' knowledge or consent except in cases of medical emergency or **as authorized pursuant to Education Code 46010.1** confidential medical appointment.

Student absences for religious instruction or participation in religious exercise away from school property may be considered excused subject to administrative regulations and law. (E.C. 46014)

The Board shall, by resolution entered into its minutes, approve reasonable methods that may be used to verify student absences due to illness or quarantine.

Effect of Absence on Grades/Credit

~~If a student's absence is excused under Education Code 48205, he/she shall be allowed to complete any missed assignment or test that can be reasonably given, as determined by the teacher of that class. The student shall be given full credit for the assignment or test if he/she satisfactorily completes the assignment or test within a reasonable period of time. (Education Code 48205)~~

~~A student's grades may be affected by excessive unexcused absences in accordance with Board policy.~~

(Legal reference next page)

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

~~2550-2558.6 Computation of revenue limits~~

37201 School month

37223 Weekend classes

41601 Reports of average daily attendance

42238-42250.1 Apportionment

46000 Records (attendance)

46010-4601 Absences

46100-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

48200-48208 Children between ages of 6 - ~~and~~ 18 years (compulsory full-time attendance)

48210-48216 Exclusions from attendance

48240-48246 Supervisors of attendance

48260-48273 Truants

48292 Filing complaint against parent

48320-48324 School Attendance Review Boards

48340-48341 Improvement of pupil attendance

48980 Parental notifications

49067 Unexcused absences as cause of failing grade

49701 Provisions of the interstate compact on educational opportunities for military children

FAMILY CODE

6920-6929 Consent by minor **for medical treatment**

ELECTIONS CODE

12302 Student participation on precinct boards

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

ORANGE UNIFIED SCHOOL DISTRICT

Orange, California

Adopted: (4-94 9-97 5-07 9-14) 1/18

StudentsChronic Absence and Truancy

The Board of Education believes that ~~excessive student absenteeism and tardiness, whether caused by excused or unexcused absences~~ **whatever the cause**, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the District.

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the District. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates ~~for all District students~~ **districtwide**, for each school, and **disaggregated** for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be ~~disaggregated and~~ used in the development of annual goals and specific actions for student attendance and engagement ~~and for inclusion to be included~~ in the District's local control and accountability plan and other applicable school and District plans.

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.

The Superintendent or designee shall ~~work~~ **consult** with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

Interventions for students with serious attendance problems shall be designed to meet the specific needs of the student and may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The Superintendent or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

~~He/she also may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.~~

Students who are identified as truants shall be subject to the interventions specified in law and administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the sole basis for his/her out-of-school suspension or expulsion. Alternative disciplinary strategies and positive reinforcement for attendance shall be used whenever possible.

The Superintendent or designee shall ~~regularly analyze data on student absence to identify patterns of absence Districtwide and by school, grade level, and~~ **periodically report to the Board regarding the district's progress in improving student attendance rates for all students and for each numerically significant student population.** Such data **information** shall be used to ~~identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time.~~ **evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to make changes as needed.** The Superintendent or designee shall ~~periodically report this information to the Board for purposes of evaluating the effectiveness of strategies implemented to reduce chronic absence and truancy and making changes as needed.~~

As appropriate, the Superintendent or designee also shall ~~provide this information to~~ **key engage** school staff ~~and community agency partners to engage them in~~ program evaluation and improvement and in ~~identification~~ **determination** of how to best allocate available community resources.

School Attendance Review Board

~~In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).~~

~~The Superintendent or designee shall appoint members of the Districts SARB, who may include, but are not limited to, a parent/guardian as well as representatives of the District, county probation department, county welfare department, county office of education, law enforcement agencies, community-based youth service centers, school guidance personnel, child welfare and attendance personnel, school or county health care personnel, and school, county, or community mental health personnel, the county District attorney's office; and the county public defender's office. (Education Code 48321)~~

~~The District's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.~~

Legal Reference:

EDUCATION CODE

1740-1742 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

41601 ~~Reports of average daily attendance~~

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools
46140-46147 Attendance in junior high and high schools
48200-48208 Children ages 6-18 (compulsory full-time attendance)
48225.5 Work permits, entertainment and allied industries
48240-48246 Supervisors of attendance
48260-48273 Truants
48290-48296-7 Failure to comply; complaints against parents
48320-48325 School attendance review boards
48340-48341 Improvement of student attendance
48400-48403 Compulsory continuation education
48900 Suspension and expulsion
49067 Unexcused absences as cause of failing grade
52052 Academic Performance Index; numerically significant student subgroups
60901 Chronic absence
GOVERNMENT CODE
54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor
272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy
830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer
601-601.4 Habitually truant minors
11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence
420-421 Record of verification of absence due to illness and other causes

Adopted: (9-14) (8-15) 1/18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Students****NEW******District School Attendance Review Board**

The Board of Education recognizes that poor school attendance and behavior problems negatively impact student achievement and put students at greater risk of dropping out of school. The Superintendent or designee shall establish a comprehensive and integrated system for the early identification of attendance problems and shall implement strategies to encourage students' attendance. After other interventions have been exhausted, students with a pattern of unexcused absences may be referred to a school attendance review board (SARB), in accordance with applicable law, in order to receive intensive guidance and assistance.

The SARB shall maintain a continuing inventory of community resources, including alternative educational programs.

The Superintendent or designee shall collaborate with the SARB and appropriate community agencies, including, but not limited to, law enforcement agencies, child welfare agencies, and health services, to provide school-based and/or community-based interventions tailored to the specific needs of the student.

The School Board shall appoint members to the district's SARB, who may include a parent/guardian as well as representatives of various agencies including, but not limited to, school districts; the county probation department; the county welfare department; the County Superintendent of Schools; law enforcement agencies; community-based youth service centers; school guidance personnel; child welfare and attendance personnel; school or county health care personnel; school, county, or community mental health personnel; the county district attorney's office; and the county public defender's office. (Education Code 48321)

The district's SARB shall provide support to improve student attendance and behavior through proactive efforts focused on building positive school environments and improved school connectedness, early identification and immediate intervention to re-engage students with poor attendance or behavior, and intensive intervention with students and families to address severe or persistent attendance or behavior issues.

The district's SARB shall operate in accordance with Education Code 48320-48325, the Brown Act (Government Code 54950-54963), and the bylaws of the SARB.

The SARB shall collect data and annually report outcomes on SARB referrals to the Governing Board, Superintendent or designee, and County Superintendent of Schools. (Education Code 48273)

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

1980-1986 County community school

46010-46014 Absences

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48660-48666 Community day school

49067 Unexcused absences as cause of failing grade

CODE OF CIVIL PROCEDURE

1985-1997 Production of evidence; means of production

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: 1/18

StudentsInterdistrict Attendance

The Board of Education recognizes that **parents/guardians of** students who reside **within** the geographic boundaries of ~~in one D~~ district may **for a variety of** reasons desire to enroll their children in a school ~~choose to attend school in another District and that such choices are made for a variety of reasons.~~

Interdistrict Attendance Permits

~~Upon request by students' parents/guardians, the Superintendent or designee may approve interdistrict attendance permits~~ **The Board may enter into an agreement with any other school with other districts on a case-by-case basis to meet individual student needs.**

~~The Superintendent or designee~~ **The agreement shall ensure that specify the terms and conditions under which interdistrict shall be permitted or denied.** ~~permits specify the terms and conditions agreed to by both districts for the granting, denial, or revocation of the permit as well as the~~ **It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)**

~~The Superintendent or designee~~ **Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or may deny the granting of an interdistrict transfers permit subject to the terms and conditions of the interdistrict attendance agreement.** ~~because of overcrowding within District schools or limited District resources. The District shall not provide transportation beyond any school attendance area. Upon request, the Superintendent or designee may authorize transportation for interdistrict transfer students to and from designated bus stops within the attendance area if space is available.~~

Limits on Student Transfers Out of the District to a School District of Choice

~~The Superintendent or designee may limit the number of student transfers out of the District to a school district of choice based on the percentages of average daily attendance specified in Education Code 48307. Even if a district has not designated itself as a school district of choice, it has the authority pursuant to Education Code 48307 to limit the number of students transferring out of the district into other districts that have designated themselves as school districts of choice. A district with an average daily attendance (ADA) of more than 50,000 may annually limit the number of such transfers to one percent of its current year estimated ADA. A district with less than 50,000 ADA may limit the number of such transfers to three percent of its current estimated ADA and may limit the maximum number of such transfers for the duration of the program to 10 percent of the ADA for that period.~~

~~In addition, transfers out of the District may be limited during a fiscal year when the County Superintendent of Schools has given the District a negative budget certification or when the County Superintendent has determined that the District will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from this District to a school district of choice. (Education Code 48307)~~

Transportation

The district shall not provide transportation beyond any school attendance area. Upon request of a student's parent/guardian, the Superintendent or designee may authorize transportation for an interdistrict transfer student to and from designated bus stops within the attendance area of the school that the student attends if space is available.

For students who wish to transfer into the District, the interdistrict attendance permit shall not exceed a term of one year and shall stipulate the terms and conditions under which interdistrict attendance shall be permitted or denied.

Legal Reference

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48316 7 Student attendance alternatives, school district of choice program

48350-48361 Open Enrollment Act

48900 Grounds for suspension or expulsion; definition of bullying

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another District

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional occupational center/program, enrollment of students, interdistrict attendance

CALIFORNIA CONSTITUTION

Article 1, Section 31 Nondiscrimination on the basis of race, sex, color, ethnicity, or national origin

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88 4-94 9-97 6-07 8-12(2-17) 1/18

InstructionParent Involvement

The Board of Education recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall ~~work~~ **consult** with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in District and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The District's local control and accountability plan shall include goals and strategies for parent/guardian involvement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. (Education Code 42238.02, 52060)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the District's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

Title I Schools

~~Each year~~ The Superintendent or designee shall identify specific objectives of the District's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)

The Superintendent or designee shall ~~ensure that the District's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in~~ **involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I programs funding. These developing strategies shall establish expectations for parent involvement and that describe how the District will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation, and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. (Education Code 11503; 20 USC 6318)**

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities. The Superintendent or designee shall ~~consult with~~ involve parents/guardians and family members of participating students in ~~the planning and implementation of parent involvement programs;~~ **decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities, and regulations shall ensure that priority is given to schools in high poverty areas in accordance with law. (20 USC 6318, 6631)** He/she also shall involve parents/guardians of participating students in decisions regarding how the District's Title I funds will be allotted for parent involvement activities. ~~(20 USC 6318)~~

~~The Superintendent or designee shall ensure that each school receiving Title I funds develop a school-level parent involvement policy in accordance with 20 USC 6318.~~

Expenditures of such funds shall be consistent with the activities specified in this policy and shall include at least one of the following: (20 USC 6318)

- 1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members**
- 2. Support for programs that reach parents/guardians and family members at home, in the community, and at school**
- 3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members**
- 4. Collaboration with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement**
- 5. Any other activities and strategies that the district determines are appropriate and consistent with this policy**

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the District and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement

48985 Notices in languages other than English

51101 Parent rights and responsibilities

52060-52077 Local control and accountability plan

54444.1-54444.2 Parent advisory councils, services to migrant children

56190-56194 Community advisory committee, special education

64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

CODE OF REGULATIONS, TITLE 5

18275 Child care and development programs, parent involvement and education

UNITED STATES CODE, TITLE 20

6311 ~~Parental notice of teacher qualifications and student achievement~~ **State plan**

6312 Local educational agency plan

6314 Schoolwide programs

~~6316 School improvement~~

6318 ~~Parent involvement~~ **and family engagement**

6631 Teacher and school leader incentive program, purposes and definitions

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (12-92 6-04 6-08) **1-18**

InstructionSchool-Sponsored Trips

The Board of Education recognizes that school-sponsored trips ~~are an important component of a student's development and~~ supplement and enrich the classroom, learning experience, **lead to increased student achievement, and foster student engagement.** ~~School-sponsored trips may be conducted in connection with the district's course of study or school-related social, educational, cultural, athletic, school band, or other extracurricular or cocurricular activities.~~ **The Board encourages field trips to reinforce and increase learning opportunities and to enhance district programs.**

Field trips shall be conducted in connection with the district's course of study or school-related social, educational, cultural, athletic, school band, or other extracurricular or co-curricular activities. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to the district's course of study. (Education Code 35330)

All trips involving out-of-state or over a 500-mile radius of Orange Unified School District and/or overnight travel shall require the prior approval of the Board. In the event a Board meeting is not timely, the Superintendent may approve/disapprove the trip and inform the Board. Other trips may be approved by the Superintendent or designee.

The principal shall establish a process for approving a staff member's request to conduct a school-sponsored trip. When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, District and student expense, and transportation and supervision requirements. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.

No field trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds. The Superintendent or designee shall coordinate with community groups to supply funds for students in need. (Education Code 35330)

The Board may approve the use of district funds for student expenses for in-state, out-of-state, or out-of-country field trips or excursions when permitted by law. In addition, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of district equipment during the trip, may be paid from district funds. (Education Code 35330)

Legal Reference:

EDUCATION CODE

8760 Authorization of outdoor science and conservation programs

~~32040 Duty to equip school with first aid kit~~

~~32041 First aid kits~~

~~32043 Snake bite kits on field trips~~

~~32044 Violations~~

32040-32044 First aid equipment: field trips

35330 Excursions and field trips/waiver of all claims

35331 Provisions for medical or hospital service for pupils (on field trips)

35332 Transportation by chartered airline

35350 Transportation of students

44808 Liability when pupils not on school property

48908 Duties of pupils; authority of teachers

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88 12-92 3-08) **1-18**

StudentsTransitional Kindergarten

The Board of Education desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The TK program shall assist children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The District's transitional kindergarten shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among District preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation **of the District's TK program.**

Eligibility

The District's transitional kindergarten program shall admit children whose fifth birthday ~~lies between:~~ **is from September 2 through December 2** (Education Code 48000)

- ~~September 2 and December 2 in the 2014-15 school year and each school year thereafter~~

Parents/guardians of eligible children shall be notified of the availability of ~~this~~ **the TK** program and the age, residency, **immunization** and any other enrollment requirements. Enrollment in the ~~TK transitional kindergarten~~ program shall be voluntary.

Upon request of a child's parents/guardians, the district may, on a case-by-case basis after the Superintendent or designee determines that it is in the child's best interest, admit into the district's TK program a child whose fifth birthday is on or before September 1 and who is therefore eligible for kindergarten.

Curriculum and Instruction

The District's ~~TK transitional kindergarten~~ program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education. It shall be designed to facilitate students' development in essential skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

The number of instructional minutes offered in transitional kindergarten shall be the same as that

required for the District's kindergarten program.

Staffing

~~TK assignments are subject to assignment monitoring and reporting by the County Superintendent of Schools in accordance with Education Code 44258.9.~~

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, 2020, have at least 24 units in early childhood education and/or child development, comparable experience in a preschool setting, and/or a child development teacher permit issued by the CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to ensure that ~~transitional kindergarten~~ TK teachers are knowledgeable about ~~District~~ the standards and effective instructional methods for teaching young children.

Continuation to Kindergarten

Students who complete the ~~transitional kindergarten~~ TK program shall continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed parental permission form for kindergarten attendance.

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year. A student shall not attend more than two years in a combination of transitional kindergarten and kindergarten. (Education Code 46300)

Program Evaluation Assessment

The Superintendent or designee shall develop or identify appropriate **formal and/or informal** assessments of transitional kindergarten students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

Legal Reference:

EDUCATION CODE

- 8973 Extended-day kindergarten
- 37202 School calendar; equivalency of instructional minutes
- 44258.9 Assignment monitoring by county office of education
- 46111 Kindergarten, hours of attendance
- 46114-46119 Minimum school day, kindergarten
- 46300 Computation of ~~average daily attendance~~ ADA, inclusion of kindergarten and transitional kindergarten
- 48000 Minimum age of admission (kindergarten)
- 48002 Evidence of minimum age required to enter kindergarten or first grade
- 48200 Compulsory education, starting at age six

Adopted: (9-14 8/15) **1-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

****NEW******Instruction****Education of Children of Military Families**

The Board of Education recognizes that children of military families face challenges to their academic success caused by the frequent moves or deployments of their parents/guardians in fulfillment of military service. The district shall provide such students with academic resources, services, and opportunities for extracurricular and enrichment activities that are available to all district students.

The Superintendent or designee may waive district policies or rules when necessary to facilitate the enrollment, placement, advancement, eligibility for extracurricular activities, or on-time graduation of children of military families, in accordance with the Interstate Compact on Educational Opportunity for Military Children as ratified in Education Code 49700-49704.

The Superintendent or designee shall annually report to the Board and the public on the educational outcomes of children of military families. Such reports may include, but are not limited to, school attendance, student achievement test results, promotion and retention rates by grade levels, and graduation rates.

Legal Reference:**EDUCATION CODE**

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

35351 Assignment of students to particular schools

46600-46611 Interdistrict attendance agreements

48050-48054 Nonresidents

48200-48208 Persons included (compulsory education law)

48300-48316 Student attendance alternatives, school district of choice program

49700-49704 Education of children of military families

51225.3 Requirements for graduation

51240-51246 Exemptions from requirements

51250-51251 School-age military dependents

66204 Certification of high school courses as meeting university admissions criteria

UNITED STATES CODE, TITLE 10

101 Definitions

1209 Transfer to inactive status list instead of separation

1211 Members on temporary disability retired list: return to active duty; promotion

**UNITED STATES CODE, TITLE 20
1400-1482 Individuals with Disabilities Education Act
6311 State plan**

**UNITED STATES CODE, TITLE 29
794 Section 504 of the federal Rehabilitation Act**

1/18

**ORANGE UNIFIED SCHOOL DISTRICT
Orange, California**

CONSENT ITEMS

ROUTINE ITEMS ACTED UPON IN ONE MOTION UNLESS PULLED FOR DISCUSSION AND SEPARATE ACTION.

TOPIC: **CONTRACT SERVICES REPORT – MEASURE S**

DESCRIPTION: The following is a report of contract services for Measure S.

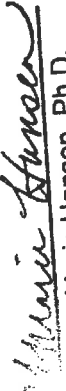
LIONAKIS

On March 10, 2017, the Board of Education approved a Master Agreement with Lionakis to provide architectural and engineering services for Measure S projects at Orange High School. As the design process has progressed, it was determined that there is a need to modify the satellite kitchen design from what was originally considered to be a potential cost and time savings modular building (now requiring significant modifications to meet the needs of the food services program) to a permanent conventionally constructed building. District staff, the Principal, Food Service Director, and the design and construction teams explored various options, and reviewed alternatives and construction methods that were potentially viable. Findings concluded that the modifications needed for use of a modular building as a satellite kitchen are now comparable in cost to a conventionally constructed concrete masonry design. Additionally, durability, serviceability, and life span of modular construction is approximately 25 years versus 50 years plus for conventional construction. It is now recommended that a permanent building be constructed as opposed to a modular.

Architectural services are now needed for the design of a permanent satellite kitchen to include revisions to the current architectural and engineering site and floor plans, utilities, elevations, finishes, bid specifications, and drawings.

Lionakis has proposed to perform the required services for a fee of \$54,814, plus reimbursable costs. The Program Manager and District staff has reviewed the proposal and believe the cost to be reasonable. An additional amount of \$2,740 (5%) is being added to cover reimbursable costs and contingency for a total authorization of \$57,558. If approved, this will become an amendment to Lionakis' Architectural Services Master Agreement approved by the Board of Trustees on March 9, 2017.

Project Authorization No. 1	\$280,000
Project Authorization No. 2	\$1,938,600
Project Authorization No. 3:	<u>\$57,558</u>
Revised Contract Amount:	\$2,276,158


This is to certify that this item was approved by the Board of Education.

 Marie Hansen, Ph.D.
 Superintendent and Secretary
 Unified School District

Although this is an additional service to Lionakis' original Agreement, there are two allowances included in the Lionakis Agreement that will not be used, Commissioning Services and CHPS Design Services. Combined these two allowances total \$61,400; therefore, no increase to the Budget for architectural services will be required with respect to approval of this amendment.

FISCAL IMPACT: Building Measure S Projects.....\$57,558
21.00-9714-0-62XX-9520-8500-392-416-000

RECOMMENDATION: It is recommended that the Board of Education approve the Contract Services Report for Measure S as presented.

This is to certify that this item was approved by the Board of Education.


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: **MEASURE S – DIVISION OF STATE ARCHITECT PROJECT INSPECTOR OF RECORD CONSULTANT**

DESCRIPTION: In order to comply with the Division of State Architect (DSA) requirements for a certified DSA Project Inspector of Record (IOR) on all school construction projects, the District issued a formal Request for Qualifications and Proposals (RFQP) No. 171018-01 for DSA Project Inspector of Record Services on October 18, 2017. IOR consultants on individual projects will perform on-site and in-plant construction inspections, compliance review, and reporting.

In addition to the Public Notice, 13 firms were notified and all documents were posted electronically. The District received sealed qualifications and proposals from 16 firms, which opened on November 3, 2017. The proposals were reviewed and evaluated by the District’s evaluation team utilizing pre-established RFQP evaluation criteria.

Based on the entirety of the evaluation process, inclusive of competitive fees, the following six firms are recommended for authorization to be utilized on Measure S Program projects and Districtwide on an as-needed basis:

- Inspection Service of California, Inc.,
Dba BPI Inspection Service
- Knowland Construction Services
- Sandy Pringle Associates Inspection Consultants
- Stephen Payte DSA Inspections, Inc.
- TYR, Inc.
- Vital Inspection Services Inc.


Expenditures for DSA Project Inspector of Record consulting services for Measure S projects are budgeted at 2% of construction for a total estimated program cost of \$2.7 million. Individual Agreements will be negotiated for each project based on price, consultant staffing workload capacity, expertise for project type, and availability.

Building Measure S Projects.....	\$2.7 million
21.00-xxxx-0-6290-9520-8500-xxx-416-000	(Lebs)

FISCAL IMPACT: \$2.7 million (estimated)

RECOMMENDATION: It is recommended that the Board of Education approve the bench of firms listed above for RFQP 171018-01 – DSA Project Inspector of Record Services and authorize staff to execute Agreements with firms, as required, to perform services for Measure S Program projects, and Districtwide on an as-needed basis.

This is to certify that this item was approved by the Board of Education.


 Gunn Marie Hansen, Ph.D.
 Superintendent and Secretary
 Orange Unified School District

MEASURE S – DIVISION OF STATE ARCHITECT CONSTRUCTION MATERIAL TESTING AND SPECIAL INSPECTION SERVICES CONSULTANT

DESCRIPTION: In order to comply with the Division of State Architect (DSA) requirements for a construction materials testing and special inspections consultant firm on all school construction projects, the District issued a formal Request for Qualifications and Proposals (RFQP) No. 171018-02 for Construction Material Testing and Special Inspection Services on October 18, 2017. Certified inspectors on individual projects will perform on-site and in-plant construction materials testing, required special inspections, compliance review, and reporting.

In addition to the Public Notice, 16 firms were notified and all documents were posted electronically. The District received sealed qualifications and proposals from 13 firms, which opened on November 3, 2017. The proposals were reviewed and evaluated by the District's evaluation team utilizing pre-established RFQP evaluation criteria.

Based on the entirety of the evaluation process, inclusive of competitive fees, the following five firms are recommended for authorization to utilize on Measure S Program projects, and Districtwide on an as-needed basis:

- American Engineering Laboratories, Inc.
Koury Engineering & Testing, Inc.
Ninyo & Moore Geotechnical & Environmental Sciences Consultants
Smith-Emery Laboratories
United Testing Corporation, dba United-Heider Inspection Group

Expenditures for construction material testing and special inspections services for Measure S projects are budgeted at 2% of construction for a total estimated program cost of \$2.7 million. Individual Agreements will be negotiated for each project based on price, consultant staffing workload capacity, expertise for project type, and availability.

Building Measure S Projects.....\$2.7 million
21.00-xxxx-0-6280-9520-8500-xxx-416-000 (Lebs)

FISCAL IMPACT: \$2.7 million (estimated)

RECOMMENDATION: It is recommended that the Board of Education approve the bench of firms listed above for RFQP 171018-02 – Construction Materials Testing and Special Inspection Services and authorize staff to execute Agreements with firms, as required, to perform services for Measure S Program projects, and Districtwide on an as-needed basis.

This is to certify that this item was approved by the Board of Education. Gunn Marie Hansen, Ph.D. Superintendent and Secretary Orange Unified School District

TOPIC: **MEASURE S – HAZARDOUS MATERIALS CONSULTING SERVICES**

DESCRIPTION: In order to comply with various State and local regulatory requirements, inclusive of mandated Environmental Protection Agency (EPA) and South Coast Air Quality Management District (SCAQMD) regulations for management of hazardous materials on all school construction projects, the District issued a formal Request for Qualifications and Proposals (RFQP) No. 171101-01 for Hazardous Materials Consulting Services on November 1, 2017. Licensed and certified inspectors on individual projects will perform on-site testing for various potential hazardous materials, prepare and provide abatement management plans, specifications for bidding, monitoring and compliance oversight, required inspections, and reporting.

In addition to the Public Notice, 19 firms were notified and all documents were posted electronically. The District received sealed qualifications and proposals from 15 firms, which opened on December 13, 2017. The proposals were reviewed and evaluated by the District’s evaluation team utilizing pre-established RFQP evaluation criteria.

Based on the entirety of the evaluation process, inclusive of competitive fees, the following six firms are recommended for authorization to utilize on Measure S Program projects, and Districtwide on an as-needed basis:


- A-Tech Consulting, Inc.
- Bainbridge Environmental Consultants
- Environmental Network Corporation, dba ENCORP
- Group Delta
- Ninyo & Moore Geotechnical & Environmental Sciences Consultants
- Vista Environmental Consulting, Inc.

Expenditures for hazardous materials consulting services for Measure S projects are budgeted at 2% of construction for a total estimated program cost of \$2.7 million. Individual Agreements will be negotiated for each project based on price, consultant staffing workload capacity, expertise for project type, and availability.

FISCAL IMPACT: Building Measure S Projects.....\$2.7 million
21.00-xxxx-0-6290-9520-8500-xxx-416-000

RECOMMENDATION: It is recommended that the Board of Education approve the bench of firms listed above for RFQP 171101-01 – Hazardous Materials Consulting Services and authorize staff to execute Agreements with firms, as required, to perform services for Measure S Program projects, and Districtwide on an as-needed basis.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: RESOLUTION 17-17-18 ADOPTING PREQUALIFICATION PROCESS FOR CONTRACTORS

DESCRIPTION: Recent changes in the Public Contract Code ("PCC") related to prequalification of contractors added section 20111.6, which requires a Governing Board of a school district with an average daily attendance of 2,500 students or more to prequalify bidders for public works projects utilizing funds received pursuant to the Leroy F. Greene School Facilities Act of 1998 (Education Code section 17070.10 et seq.), or any funds from future State school bonds. These projects would be for any public project with an estimated expenditure of \$1,000,000 or more in construction contracts awarded on, or after, January 1, 2014 through January 1, 2019.

The prequalification requirement applies to prime contractors with a general contractor license (i.e. Class A or B) and to contractors, whether acting as a prime contractor or subcontractor, holding any of the certain mechanical, electrical, or plumbing contractor licenses as specified in PCC section 20111.6.

Staff desires to: (i) implement prequalification procedures on an open and continuous basis; (ii) permit District staff to make minor modifications and improvements to the prequalification processes and documents to accommodate District needs, changes in law and potentially an electronic submission; (iii) continue to utilize District approved Resolution No. 46-05-06 for elective prequalification pursuant to PCC section 20111.5 as applicable to projects; and (iv) apply the prequalification documents included as exhibits to this Resolution pursuant to PCC 20111.6.

Therefore, adoption of Resolution No. 17-17-18 by the Governing Board will allow staff to implement current prequalification processes for construction contractors that will bid on future public works projects for the District, inclusive of Measure S projects.

FISCAL IMPACT: No Fiscal Impact

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 17-17-18 to include implementation of prequalification of construction contractors pursuant to Public Contract Code section 20111.6.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

OUSD/Lebs
Board Agenda
January 18, 2018

**ORANGE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 17-17-18

**RESOLUTION ADOPTING PREQUALIFICATION PROCESS FOR CONTRACTORS
PURSUANT TO PUBLIC CONTRACT CODE SECTION 20111.6**

WHEREAS, the Orange Unified School District (“District”) desires to prequalify contractors to bid on construction projects using funds received pursuant to the Leroy F. Greene School Facilities Act of 1998 or any funds received, including funds reimbursed, from any future state school bond for a public project that involves a projected expenditure of one million dollars (\$1,000,000) or more;

WHEREAS, for purposes of Public Contract Code Section 20111.6 and public projects that fall within its purview, contractors shall include the prime/general contractor and, if utilized, all electrical, mechanical, and plumbing (“MEP”) subcontractors (licensed pursuant to Section 7058 of the Business and Professions Code, specifically contractors holding C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, and C-46 licenses); and

WHEREAS, Public Contract Code section 20111.6 directs school districts to require contractors to submit a standardized prequalification questionnaire and financial statement (collectively “Prequalification Package”) prior to bidding on the aforementioned construction projects;

WHEREAS, District staff has developed standardized Questionnaires and a Uniform Rating System, pursuant to Public Contract Code section 20111.6, for prime/general contractors and MEP subcontractors, which are **provided under separate cover as the following Exhibits**:

1. **Exhibit “A”**: Prime/General Contractor **Questionnaire** (*Contractor Use*)
2. **Exhibit “B”**: Mechanical, Electrical, Plumbing Subcontractors **Questionnaire** (*Contractor Use*)
3. **Exhibit “C”**: Prime/General Contractor **Rating System** (*District Use*)
4. **Exhibit “D”**: Mechanical, Electrical, Plumbing Subcontractors **Rating System** (*District Use*)

WHEREAS, a potential contractor will be scored in accordance with an established Uniform Rating System, as identified above in Exhibits “C” and “D”, pursuant to Public Contract Code section 20111.6; and

WHEREAS, the Rating System includes a process for potential contractors to appeal certain decisions with respect to the prequalification process (“Appeal Process”);

OUSD/Lebs
Board Agenda
January 18, 2018

WHEREAS, the District desires to adopt the Prequalification Process, including the Questionnaire, Rating System, and Appeal Process.

NOW, THEREFORE, the Governing Board of the Orange Unified School District hereby finds, determines, declares, orders and resolves as follows:

Section 1. That the above recitals are true and correct.

Section 2. That the Questionnaire, the Rating System, and the Appeal Process is authorized pursuant to Public Contract Code section 20111.6.

Section 3. That the District's Superintendent, or designee, is authorized to implement a Prequalification Process consistent with Public Contract Code section 20111.6.

NOW, THEREFORE, the Governing Board of the Orange Unified School District hereby finds, determines, declares, orders and resolves as follows:


APPROVED, PASSED AND ADOPTED by the Governing Board of the Orange Unified School District on this 18th day of January, 2018, by the following vote:

AYES: 6

NOES: 0


ABSTENTIONS: 0

Absent: 1 (Ortega)



Alexia Deligianni-Bridges, Ed.D.
President of the Board of Education
Orange Unified School District

Attested to:



Timothy Surridge
Clerk of the Board of Education
Orange Unified School District

TOPIC:

RESOLUTION NO. 18-17-18: APPROVAL TO AWARD A CONTRACT TO SEAN KHAN CONSULTING COMPANY, INC., DBA SKC COMPANY FOR THE PURCHASE, LEASE, RELOCATION, DISMANTLING, AND REMOVAL OF RELOCATABLE PORTABLE BUILDINGS, AND RELATED BUILDING SERVICES, COMPONENTS AND ACCESSORIES, FOR MEASURE S PROGRAM AND DISTRICTWIDE PROJECTS

DESCRIPTION:

The District's Facilities and Planning Department reviews contracts that have been competitively bid by public agencies, to determine the most cost effective basis for the District's procurement method of relocatable building requirements for Measure S high school projects, as well as other Districtwide projects that may arise on an as-needed basis.

On May 13 and 20, 2016, the Garden Grove Unified School District advertised a competitive bid for Bid No. 1512 – District-Wide Rental and/or Purchase of Relocatable Modular Buildings. On August 9, 2016, the Garden Grove Unified School District awarded a contract to Sean Khan Consulting Company, Inc., dba SKC Company for the rental and/or purchase of relocatable buildings, and related building services, components, and accessories. The contract is valid through June 30, 2019.

The Garden Grove Unified School District contract allows school districts to utilize this contract pursuant to Public Contract Code section 20118, without advertising for bids, if the governing board of a school district has determined it to be in the best interest of the district to authorize the lease or purchase in a manner authorized by law. Based on the contract pricing and evaluations, Staff believes that utilization of Garden Grove Unified School District's contract for Measure S projects is in the best interest of the District. Additionally, this contract can be utilized for other Districtwide projects on an as-needed basis.

The District has an immediate need to prepare for an interim student food services location with the use of a relocatable building during Measure S Program projects at Canyon High School. Sean Khan Consulting Company, Inc., dba SKC Company proposed a total cost for delivery, installation, lease, and dismantle of required portable in the amount of \$223,758

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

for a three-year lease term. An additional amount of \$33,564 (15%) is being added as contingency for a total cost of \$257,322. Additionally, it may be beneficial to the District to utilize this contract on an as-needed basis, using various funds, throughout the District's sites.

FISCAL IMPACT: Measure S Projects.....\$257,322
21.00-9712-0-6276-9520-8500-390-416-000

RECOMMENDATION: It is recommended that the Board of Education approve Resolution 18-17-18, awarding a contract to Sean Khan Consulting Company, Inc., dba SKC Company for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories, pursuant to the contract awarded by the Garden Grove Unified School District.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

RESOLUTION NO. 18-17-18
of the
BOARD OF EDUCATION
of the
ORANGE UNIFIED SCHOOL DISTRICT

RESOLUTION TO AWARD A CONTRACT TO SEAN KHAN CONSULTING COMPANY, INC., DBA SKC COMPANY FOR THE PURCHASE, LEASE, RELOCATION, DISMANTLING, AND REMOVAL OF RELOCATABLE PORTABLE BUILDINGS, AND RELATED BUILDING SERVICES, COMPONENTS AND ACCESSORIES, FOR MEASURE S PROGRAM AND DISTRICTWIDE PROJECTS

WHEREAS, the Governing Board (the "Board") of Orange Unified School District (the "District") has determined that a true and real need exists for the lease of relocatable portable buildings for Measure S Program projects; and

WHEREAS, the governing board of a school district may under section 20118 of the California Public Contract Code, without advertising for bids if the board has determined it to be in the best interest of the district, to authorize by contract, lease, requisition or purchase order, any public agency to lease or purchase equipment, materials, supplies, vehicles, services, and other personal property of the district in the manner in which a public agency is authorized by law to lease or purchase public agency competitively bid contracts; and

WHEREAS, the Garden Grove Unified School District awarded a competitively bid contract to Sean Khan Consulting Company, Inc., dba SKC Company for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories; and

WHEREAS, the Garden Grove Unified School District and Sean Khan Consulting Company, Inc., dba SKC Company have made their contract available to the Orange Unified School District, for utilization on Measure S Program projects, as well as other projects Districtwide on an as-needed basis; and

WHEREAS, the Governing Board of the Orange Unified School District has determined that the contract awarded by Garden Grove Unified School District to Sean Khan Consulting Company, Inc., dba SKC Company is the most economical means for providing the relocatable portable buildings to the District.


NOW, THEREFORE, BE IT RESOLVED the District's Governing Board hereby finds all of the recitals set forth above are true and correct. The Governing Board determines, declares and resolves that it is in the best interest of the District to award a contract to Sean Khan Consulting Company, Inc., dba SKC Company pursuant to the Garden Grove Unified School District's Bid No. 1512 – District-Wide Rental and/or Purchase of Relocatable Modular Buildings, through June 30, 2019, and all contract extensions allowable by law, for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories for Measure S Program and Districtwide projects, as specified under the terms and conditions of the contract awarded by the Garden Grove Unified School District.

BE IT FURTHER RESOLVED, that the Governing Board hereby authorizes the Superintendent or their designee, to take such action and execute such agreements and documentation necessary to effect the intent of this Resolution.

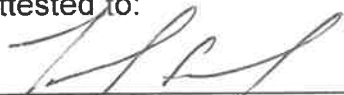
APPROVED, PASSED AND ADOPTED by the Governing Board of the Orange Unified School District on this 18th day of January, 2018, by the following vote:

AYES: 6
NOES: 0
ABSENTIONS: 1 - Ortega Absent

January 18, 2018


Alexia Deligianni-Brydges, Ed.D.
President of the Board of Education
Orange Unified School District

Attested to:



Timothy Surridge
Clerk of the Board of Education
Orange Unified School District

TOPIC:

RESOLUTION NO. 19-17-18: APPROVAL TO AWARD A CONTRACT TO ELITE MODULAR LEASING & SALES, INC., FOR THE PURCHASE, LEASE, RELOCATION, DISMANTLING, AND REMOVAL OF RELOCATABLE PORTABLE BUILDINGS, AND RELATED BUILDING SERVICES, COMPONENTS AND ACCESSORIES, FOR MEASURE S PROGRAM AND DISTRICTWIDE PROJECTS

DESCRIPTION:

The District's Facilities and Planning Department reviews contracts that have been competitively bid by public agencies, to determine the most cost effective basis for the District's procurement method of relocatable building requirements for Measure S high school projects, as well as other Districtwide projects that may arise on an as-needed basis.

On December 1 and 8, 2016, the Savanna School District advertised competitive Bid 2017 District-Wide Contract for the Purchase, Lease, Relocate, Dismantling, and Removal of Division of the State (DSA) Approved Portable Buildings, Project No. SSPU, #40-09/2016-17. On January 17, 2017, the Savanna School District awarded a contract to Elite Modular Leasing & Sales, Inc., for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories, that may be extended for additional one (1) year periods, at the discretion of Savanna School District, pursuant to provisions contained in the Education Code. On January 9, 2018, the Savanna School District Board of Trustees authorized an extension of the awarded contract to Elite Modular Leasing & Sales, Inc., which is valid through January 10, 2019.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

The Savanna School District contract allows school districts to utilize this contract pursuant to Public Contract Code section 20118, without advertising for bids, if the governing board of a school district has determined it to be in the best interest of the district to authorize the lease or purchase in a manner authorized by law. Based on the contract pricing and evaluations, Staff believes that utilization of Savanna School District's contract for Measure S projects is in the best interest of the District. Additionally, this contract can be utilized for other Districtwide projects on an as-needed basis.

The District has an immediate need to prepare for the student utilization of relocatable buildings for Measure S Program projects at Villa Park High School. Elite Modular Leasing & Sales proposed a total cost for delivery, installation, lease, and dismantle of required portables in the amount of \$416,250 for a two-year


OUSD/Lebs
Board Agenda
January 18, 2018

lease term. An additional amount of \$62,438 (15%) is being added as contingency for a total cost of \$478,688. Additionally, it may be beneficial to the District to utilize this contract on an as-needed basis, using various funds, throughout the District's sites.

FISCAL IMPACT: Measure S Projects.....\$478,688
21.00-9715-0-6276-9520-8500-394-416-000 (Lebs)

RECOMMENDATION: It is recommended that the Board of Education approve Resolution 19-17-18, awarding a contract to Elite Modular Leasing & Sales, Inc., for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories, pursuant to the contract awarded by the Savanna School District.

This is to certify that this item was approved by the Board of Education.


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

RESOLUTION NO. 19-17-18
of the
BOARD OF EDUCATION
of the
ORANGE UNIFIED SCHOOL DISTRICT

RESOLUTION TO AWARD A CONTRACT TO ELITE MODULAR LEASING & SALES, INC., FOR THE PURCHASE, LEASE, RELOCATION, DISMANTLING, AND REMOVAL OF RELOCATABLE PORTABLE BUILDINGS, AND RELATED BUILDING SERVICES, COMPONENTS, AND ACCESSORIES, FOR MEASURE S PROGRAM AND DISTRICTWIDE PROJECTS

WHEREAS, the Governing Board (the "Board") of Orange Unified School District (the "District") has determined that a true and real need exists for the lease of relocatable portable buildings for Measure S Program projects; and

WHEREAS, the governing board of a school district may under section 20118 of the California Public Contract Code, without advertising for bids if the board has determined it to be in the best interest of the district, to authorize by contract, lease, requisition or purchase order, any public agency to lease or purchase equipment, materials, supplies, vehicles, services, and other personal property of the district in the manner in which a public agency is authorized by law to lease or purchase public agency competitively bid contracts; and

WHEREAS, the Savanna School District awarded a competitively bid contract to Elite Modular Leasing & Sales, Inc., for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories; and

WHEREAS, the Savanna School District and Elite Modular Leasing & Sales, Inc., have made their contract available to the Orange Unified School District, for utilization on Measure S Program projects, as well as other projects Districtwide on an as-needed basis; and

WHEREAS, the Governing Board of the Orange Unified School District has determined that the contract awarded by Savanna School District to Elite Modular Leasing & Sales, Inc., is the most economical means for providing the relocatable portable buildings to the District.

NOW, THEREFORE, BE IT RESOLVED the District's Governing Board hereby finds all of the recitals set forth above are true and correct. The Governing Board determines, declares and resolves that it is in the best interest of the District to award a contract to Elite Modular Leasing & Sales, Inc., pursuant to the Savanna School District's Bid 2017 District-Wide Contract for the Purchase, Lease, Relocate, Dismantling, and Removal of Division of the State (DSA) Approved Portable Buildings, Project No. SSPU, #40-09/2016-17, through January 10, 2019, and all contract extensions allowable by law,

OUSD/Lebs
Board Agenda
January 18, 2018

for the purchase, lease, relocation, dismantling, and removal of relocatable portable buildings, and related building services, components, and accessories for Measure S Program and Districtwide projects, as specified under the terms and conditions of the contract awarded by the Savanna School District.

BE IT FURTHER RESOLVED, that the Governing Board hereby authorizes the Superintendent or their designee, to take such action and execute such agreements and documentation necessary to effect the intent of this Resolution.

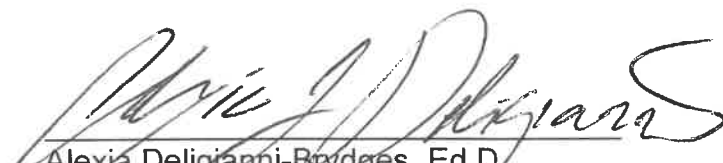
APPROVED, PASSED AND ADOPTED by the Governing Board of the Orange Unified School District on this 18th day of January, 2018, by the following vote:

AYES: 6

NOES: 0


ABSENCES: 0

Absent: 1 (Ortega)
January 18, 2018



Alexia Deligianni-Brydges, Ed.D.
President of the Board of Education
Orange Unified School District

Attested to:



Timothy Surrudge
Clerk of the Board of Education
Orange Unified School District

TOPIC: **GIFTS**

DESCRIPTION: The following item and attached list of cash donations were donated to District for use as indicated.

- New Samsung Printer to be used at Canyon Rim Elementary, donated by Ronald Ramirez

FISCAL IMPACT: Receipt of \$94,251.62 in cash donations

RECOMMENDATION: It is recommended the Board of Education accept these donations and that a letter of appreciation be forwarded to the benefactors.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

DONATIONS
November 6 - December 3, 2017

To: **Gunn Marie Hansen, PH. D.**
Interim Superintendent

From: **Marie Nguyen**
Accounting Manager



Abate #	Date Posted	Donor/School/Description	Amount
180227	11/09/17	CANYON HIGH SCHOOL FOUNDATION - CANYON HS - CHEER COACHES STIPEND	\$2,624.00
		CANYON HIGH SCHOOL ASB - CANYON HS - DANCE CRITICAL HELP STIPEND	\$500.00
		J TRAN - CANYON HIGH SCHOOL - EAGLE SCOUT PROJECT DONATION	\$163.98
		CANYON BAND BOOSTERS - CANYON HIGH SCHOOL - STIPEND	\$9,884.78
		CANYON HIGH SCHOOL FOUNDATION - CANYON HS - GIRL'S GOLF COACHES STIPEND	\$1,447.29
		CANYON HS BOY'S WRESTLING BOOSTER CLUB- CANYON HS - COACHES STIPEND	\$4,338.45
		CHAPMAN HILLS ELEMENTARY PTA - CHAPMAN HILLS ELEM - ART MASTER SUPPLIES	\$37.57
		CHAPMAN HILLS ELEMENTARY PTA - CHAPMAN HILLS ELEM - FIELD TRIP SUBS	\$365.92
		C PARSONS - EL MODENA HIGH SCHOOL - NATURE CENTER SUPPLIES	\$50.00
		ORANGE ROTARY COMM TRUST FUND - EL MODENA HS - NATURE CENTER SUPPLIES	\$500.00
		EL MODENA AQUATICS BOOSTERS - EL MODENA HS - SWIM COACHES STIPEND	\$1,400.00
		PANORAMA ELEMENTARY SCHOOL - PANORAMA ELEM - iPADS, TVS & MOUNT KITS	\$6,500.00
		RUNNING SPRINGS ELEMENTARY - RUNNING SPRINGS ELEM - LIBRARY SUPPLIES	\$3,298.94
		VILLA PARK HIGH SCHOOL ASB - VILLA PARK HIGH SCHOOL - SUBSTITUTES	\$833.30
180229	11/09/17	CANYON HS FOUNDATION - CANYON HS - BOY'S WATER POLO COACHES STIPEND	\$2,248.00
		CANYON HS FOUNDATION - CANYON HS - BOY'S WATER POLO COACHES STIPEND	\$2,248.00
		CANYON HS WOMEN'S VOLLEYBALL BOOSTERS - CANYON HS - COACHES STIPEND	\$5,600.00
		VILLA PARK HS PEP BOOSTERS - VILLA PARK HIGH SCHOOL - COACHES STIPEND	\$9,000.00
180250	11/21/17	SERRANO PFO - SERRANO ELEMENTARY - 6 TVS & ACCESSORIES	\$10,896.80
		VILLA PARK HIGH SCHOOL ASB - VILLA PARK HS - BOY'S GOLF COACHES STIPEND	\$904.73
		J DUTMERS - ANAHEIM HILLS ELEMENTARY - SUPPLIES	\$217.30
		COMMUNITY FOUNDATION OF ORANGE - PALMYRA ELEMENTARY - SUPPLIES	\$315.00
		U'S AGAIN, LLC - ANAHEIM HILLS ELEMENTARY - SUPPLIES	\$28.92
		ANAHEIM HILLS ELEMENTARY PTA - ANAHEIM HILLS ELEMENTARY - SUBSTITUTES	\$509.97
		CANYON HIGH SCHOOL ASB - CANYON HS - ADVANCE PLACEMENT SUPPLIES	\$585.20
		CANYON HS WOMEN'S VOLLEYBALL BOOSTERS - CANYON HS - COACHES STIPEND	\$694.00
		U'S AGAIN, LLC - HANDY ELEMENTARY - SUPPLIES	\$47.60
		U'S AGAIN, LLC - JORDAN ELEMENTARY - SUPPLIES	\$30.48
		OC AUTO TEAM - CHAPMAN HILLS ELEMENTARY - SUPPLIES	\$50.00
		EL MODENA HIGH SCHOOL - EL MODENA HS - NATURE CENTER PLANT SALE	\$538.00
		DUNKSCO, INC / TARGET - LA VETA ELEMENTARY - SUPPLIES	\$2,693.75
		MCPHERSON MAGNET FIELD TRIP - MCPHERSON - ASST DRAMA COACH STIPEND	\$2,700.00
		EL MODENA GIRL'S BASKETBALL BOOSTER CLUB - EMHS - COACHES STIPEND	\$455.00
		PANORAMA PTA - PANORAMA ELEM - WALKIE TALKIES & EMERGENCY SUPPLIES	\$5,000.00
		ALLAN SHERIDAN DDS, MS - RICHLAND HIGH SCHOOL - LIBRARY SUPPLIES	\$500.00
		SHERYL CHOW - RUNNING SPRINGS ELEM - CLASSROOM SUPPLIES / PENA & SMITH	\$1,000.00
180251	11/21/17	ED FOUNDATION OF ANAHEIM - RUNNING SPRINGS ELEMENTARY - STEAM LAB	\$1,616.16
		RUNNING SPRINGS ELEM-RUNNING SPRINGS ELEM-OUTDOOR ED TEACHER STIPEND	\$1,603.17
		CANYON RIM ELEMENTARY PTA - CANYON RIM ELEM - STEM LAB	\$12,825.31
			\$94,251.62

This is to certify that this item was approved by the Board of Education.

Gunn Marie Hansen

Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: **PURCHASE ORDERS LIST**

DESCRIPTION: Processing of purchase orders and change orders are in accordance with the rules and regulations of the Board of Education and applicable legal requirements of the State of California.

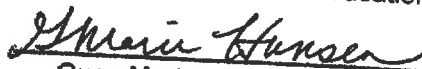
District procedures and computer system controls require that an approved purchase order, pay voucher, current liability, or credit memo exist on the District's computer system prior to the issuance of warrants. There may be multiple warrants drawn against a given purchase order, up to the maximum amount for that purchase order. The system restricts the processing of payment amounts in excess of the issued purchase order.

Note that the purchase order system allows for a one-line description of the services or item procurement. The issued purchase order forms a contract between the District and the vendor.

FISCAL IMPACT: \$3,853,652.77

RECOMMENDATION: It is recommended that the Board of Education approve the Purchase Order List dated November 6 through December 3, 2017 in the amount of \$3,853,652.77.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

TOPIC: **WARRANTS LIST**

DESCRIPTION: Warrants processed are in accordance with the rules and regulations of the Board of Education and applicable legal requirements of the State of California and the Orange County Department of Education.

District procedures and computer system controls require that an approved purchase order, pay voucher, current liability or credit memo exist in the District's computer system prior to the issuance of warrants. There may be multiple warrants drawn against a given purchase order, up to the maximum amount for that purchase order. The processing of the warrant complies with the contractual agreement formed by the issuance of the purchase order.

FISCAL IMPACT: \$8,844,118.28

RECOMMENDATION: It is recommended that the Board of Education approve the Warrants List dated November 6 through December 3, 2017 in the amount of \$8,844,118.28.

This is to certify that this item was approved by the Board of Education.

Gunn Marie Hansen

Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District


TOPIC:

NOTICES OF COMPLETION

DESCRIPTION:

The contracts listed below have been completed and require acceptance by the Board of Education prior to filing of appropriate notices of completion:

This is to certify that this item was approved by the Board of Education.


 Gunn Marie Hansen, Ph.D.
 Superintendent and Secretary
 Orange Unified School District

BID NO. 726 – Asphalt Work, Unit Price Bid

Project(s): Seal Coat & Restripe Parking Lot
 Fairhaven ES
 Board Approval Date: December 8, 2016
 Original Purchase Order: 174674
 Completion Date: July 25, 2017
 Contractor: Universal Asphalt Co., Inc.
 Original Project Amount: \$35,846
 Total Project Amount: \$35,846
 Fund(s): Maintenance (14)


BID NO. 726 – Asphalt Work, Unit Price Bid

Project(s): Seal Coat & Restripe Parking Lot
 Lampson ES
 Board Approval Date: December 8, 2016
 Original Purchase Order: 181135
 Completion Date: August 22, 2017
 Contractor: Universal Asphalt Co., Inc.
 Original Project Amount: \$20,110
 Total Project Amount: \$20,110
 Fund(s): Maintenance (14)

BID NO. 1617-741 Interior Paint at Multiple Sites

Project(s): Interior Paint at Fairhaven, La
 Veta, Palmyra, and Panorama
 Board Approval Date: May 25, 2017
 Original Purchase Order: 175565
 Completion Date: November 1, 2017
 Contractor: AJ Fistes Corporation
 Original Project Amount: \$100,446
 Total Project Amount: \$100,446
 Fund(s): Maintenance (14)

This is to certify that this item was approved by the Board of Education.


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

BID NO. 1617-744 – 10 Year Roof Recoat at Panorama Elementary School

Project(s): 10 Year Roof Recoat at
Panorama Elementary
Board Approval Date: May 11, 2017
Original Purchase Order: 175518
Completion Date: August 15, 2017
Contractor: Best Contracting Services, Inc.
Original Project Amount: \$166,270
Total Project Amount: \$166,270
Fund(s): Maintenance (14)

BID NO. 1617-746 – Asbestos Abatement at Cerro Villa Middle School

Project(s): Asbestos Abatement at Cerro
Villa Middle School
Board Approval Date: May 11, 2017
Original Purchase Order: 175438
Completion Date: July 11, 2017
Contractor: Signal Restoration Services
Original Project Amount: \$77,113
Total Project Amount: \$77,113
Fund(s): Maintenance (14)

In accordance with Public Contract Code Section 7107, the final payment of the retention based on the value of the work done under these agreements shall be made thirty-five days after recording by the District of the Notices of Completion at the County of Orange Recorder's Office.

FISCAL IMPACT: No additional fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education accept the above contracts as complete and authorize staff to file appropriate notices of completion.

TOPIC: **PERSONNEL REPORT**

DESCRIPTION: All actions listed in the Personnel Report, representing a cost to the District, have been reviewed by the Business Department and have been assigned a budget number. Appropriate funds exist in all budget areas presented in this Personnel Report. Some items on the report represent the maximum amount that could be encumbered for that item, the actual expenditure may be less, and in no instance will the expenditure be more than the requested amount without an additional request being generated.

This report may require actions for extra pay projects, separation from service, short-term employment, leaves of absence, change of status, and new hires. All requests are generated by individuals, school sites, or various District departments.

All of the above requests have been processed in accordance with the rules and regulations of the Board of Education and the applicable legal requirements of the State of California and the Orange County Department of Education.

FISCAL IMPACT: Certificated: \$139,003
Classified: \$151,926

RECOMMENDATION: It is recommended that the Board of Education approve the Personnel Report as presented.

This is to certify that this item was approved by the Board of Education.




Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Consent Agenda Item
 Board Meeting - December 7, 2017
 CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
 CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Rate	Eff. From	Date To	Comments
NEW HIRES						
1 Heilbrun, Jennifer	Teacher	Canyon HS/Abercrombie	27,572.00	01/29/18	06/15/18	Temp
LEAVE OF ABSENCE						
1 Garcia, Krista	Teacher	Canyon HS/Abercrombie		01/29/18	06/15/18	Unpaid Medical LOA - With Benefits
SEPARATIONS						
1 Cooper, Susan	Hourly Teacher	ROP-CTE/Boyd			01/26/18	Retirement
2 Ellsworth, Laura	Teacher	Adult Transition/MacAllister			12/15/17	Resignation

This is to certify that this item was approved by the Board of Education.


 Gunn Marie Hansen, Ph.D.
 Superintendent and Secretary
 Orange Unified School District

Staff Responsibility:
 Ed Kissee, Assistant Superintendent-Human Resources

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
EXTRA PAY									
1 Acosta, Mario	Teacher	Spec Educ/MacAllister	misc hrly rate	41.71	08/23/17	06/14/18	Home/Hospital	250	10,427.50
2 Aihara, Kristen	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	School Website	25	1,042.75
3 Aihara, Kristen	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	STEM Activities	20	834.20
4 Aihara, Kristen	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Tutor/GOAL	10	417.10
5 Aijobola, Vivian	Teacher	Californial/Albert	misc hrly rate	41.71	11/06/17	06/05/18	Supplemental Assessments	4	166.84
6 Ancich, Dusan	Teacher	Villa Park HS/Miller	stipend	534.50	11/03/17	11/10/17	CIF Football-Boys Varsity	1	534.50
7 Andress, Mallia	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	11/27/17	06/01/18	Tutor	41	1,710.11
8 Baroldi, Christina	Teacher	West Orange/Preciadoo-Martin	misc hrly rate	41.71	10/30/17	06/29/18	School Website	40	1,668.40
9 Baron, Debra	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
10 Barone, Karin	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
11 Bezyack, Ashley	Teacher	Cambridge/Lew	misc hrly rate	41.71	11/17/17	06/15/18	Schoolwide Interventions Planning	24	1,001.04
12 Blaker, Aaron	Teacher	Panorama/Mortensen	misc hrly rate	41.71	01/22/18	03/22/18	Tutor/EL	8	333.68
13 Bower, Nancy	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
14 Carcich, John	Teacher	Villa Park HS/Miller	stipend	325.90	10/31/17	11/11/17	CIF Water Polo-Boys Varsity	2	651.80
15 Ceja de Anda, Abril	Teacher	Lampson/Angel	misc hrly rate	41.71	11/14/17	05/24/18	Facilitator/Parent Workshops	10	417.10
16 Ceja de Anda, Abril	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Facilitator/Parent Workshops	10	417.10
17 Chnav, Sarah	Teacher	Canyon HS/Abercrombie	misc hrly rate	41.71	09/01/17	06/20/18	iSchool Teacher/Floater	60	2,502.60
18 Christy, Craig	Teacher	Portola MS/Katevas	misc hrly rate	41.71	11/06/17	06/14/18	Staff Development/New Forms	4	166.84
19 Connally, Niccole	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
20 Cottle, Joan	Teacher	Portola MS/Katevas	misc hrly rate	41.71	11/06/17	06/14/18	Staff Development/New Forms	4	166.84
21 Davidson, Dorielle	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	12	500.52
22 Davis, Celeste	Teacher	West Orange/Preciadoo-Martin	misc hrly rate	41.71	12/01/17	05/31/18	Professional Development	12	500.52
23 Dion, Heather	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
24 Dluzak, Joseph	Hourly Teacher	ROP-CTE/Boyd	hourly rate	40.87	11/15/17	01/26/18	Fall Semester	128	5,231.36
25 Dull, Elena	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
26 Eagan, Jeanine	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
27 Fletchall, Denise	Teacher	Jordan/Rubio	misc hrly rate	41.71	11/20/17	06/14/18	Schoolwide Activities/PBIS	16	667.36
28 Fox, Thomas	Teacher	Villa Park HS/Miller	stipend	191.20	10/27/17	11/10/17	CIF Athletic Director-Boys	2	382.40
29 Fox, Thomas	Teacher	Villa Park HS/Miller	stipend	191.20	10/30/17	11/03/17	CIF Athletic Director-Girls	1	191.20
30 Gaulin, Theodore	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	11/30/17	Professional Development	2	83.42
31 Gaut, Janet	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
32 Goldman, Michelle	Teacher	Portola MS/Katevas	misc hrly rate	41.71	11/06/17	06/14/18	Staff Development/New Forms	4	166.84
33 Gonzalez, Julian	Hourly Teacher	Portola MS/Katevas	hourly rate	36.17	11/06/17	06/14/18	STEM Planning	3	108.51
34 Green, Michael	Hourly Teacher	Orange HS/McCquisition	hourly rate	36.17	09/25/17	06/15/18	Staff Development	20	723.40
35 Gutman, Lanette	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
36 Gwaltney, Christine	Teacher	Panorama/Mortensen	misc hrly rate	41.71	01/22/18	03/22/18	Tutor/EL	8	333.68
37 Hall, Jessica	Teacher	Portola MS/Katevas	misc hrly rate	41.71	11/06/17	06/14/18	Staff Development/New Forms	4	166.84
38 Heimer, Mary	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Facilitator/Thinking Maps	4	166.84
39 Henderson, Katherine	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	4	166.84

Marie Hansen
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resources

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
40 Holloway, Lida	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
41 Jennings, Lori	Teacher	Jordan/Rubio	misc hrly rate	41.71	11/20/17	06/14/18	Schoolwide Activities/PBIS	16	667.36
42 Jimenez, Gilberto	Teacher	Villa Park HS/Miller	stipend	348.80	11/03/17	11/10/17	CIF Football-Boys Varsity Coord	1	348.80
43 Kauten, Michelle	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
44 Kent, Suzanne	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
45 Kim, Katherine	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	16	667.36
46 LaMorte, Mishelle	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	12/01/17	05/31/18	Professional Development	12	500.52
47 Lane, Dawn	Teacher	Spec Educ/MacAllister	misc hrly rate	41.71	08/23/17	06/14/18	Home/Hospital	250	10,427.50
48 Lantiegne, Haley	Hourly Teacher	Villa Park HS/Miller	stipend	115.87	10/27/17	11/10/17	CIF Athletic Trainer-Boys	2	231.74
49 Lantiegne, Haley	Hourly Teacher	Villa Park HS/Miller	stipend	115.87	10/30/17	11/03/17	CIF Athletic Trainer-Girls	1	115.87
50 Lloyd, Katherine	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	12/01/17	05/31/18	Professional Development	12	500.52
51 Lopez, Kim	Teacher	Prospect/Hughson	misc hrly rate	41.71	10/01/17	05/31/18	Tutor/GOAL	20	834.20
52 Lovitt, Michelle	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Thinking Maps Training	1.25	52.14
53 MacLachlan, Roger	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	11/30/17	Professional Development	2	83.42
54 MacLachlan, Roger	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	11/30/17	Professional Development	10	417.10
55 Mark, Kelley	Teacher	Cambridge/Lew	misc hrly rate	41.71	11/17/17	06/15/18	Schoolwide Interventions Planning	24	1,001.04
56 Matson, Jeanne	Teacher	Prospect/Hughson	misc hrly rate	41.71	10/01/17	05/31/18	Tutor/GOAL	20	834.20
57 McAleer, Sharon	Teacher	Jordan/Rubio	misc hrly rate	41.71	11/20/17	06/14/18	Schoolwide Activities/PBIS	16	667.36
58 McDougall, Kristi	Teacher	ROP-CTE/Boyd	misc hrly rate	41.71	10/23/17	10/23/17	College/Career Night	3	125.13
59 Meehan, Shannon	Teacher	Running Springs/McLaughlin	stipend	443.00	10/23/17	10/27/17	Outdoor Science School	1	443.00
60 Mello, Joseph	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
61 Meyer, Crystal	Teacher	Lampson/Angel	misc hrly rate	41.71	11/14/17	05/24/18	School Website	20	834.20
62 Meyer, Debra	Teacher	Lampson/Angel	misc hrly rate	41.71	11/01/17	12/16/17	Staff Development	8	333.68
63 Meyer, Tara	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
64 Miles, Brandon	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
65 Miller, Daniel	Teacher	Portola MS/Katevas	misc hrly rate	41.71	11/06/17	06/14/18	Staff Development/New Forms	4	166.84
66 Mirise, Shannon	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
67 Morris, Ami	Teacher	Jordan/Rubio	misc hrly rate	41.71	11/20/17	12/31/17	Culture Activities	10	417.10
68 Mull, Brian	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
69 Newby, Jennifer	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
70 Omeste-Dorr, Jacqueline	Teacher	Villa Park HS/Corella	misc hrly rate	41.71	11/29/17	11/29/17	Period Coverage	1	41.71
71 Ostergaard, Erika	Teacher	Imperial/Howard	misc hrly rate	41.71	11/27/17	06/14/18	Tutor/Foster Youth	10	417.10
72 Owens, Corinne	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	12/01/17	05/31/18	Professional Development	12	500.52
73 Owens, Corinne	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	11/06/17	05/21/18	STEM After School Program	25	1,042.75
74 Peake, Ashley	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	10	417.10
75 Pedley, Kristen	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	20	834.20
76 Pongco, Jonathan	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
77 Praska, Scott	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	School Website	25	1,042.75
78 Quiroz, Jaime	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
79 Racine, Kathryn	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
80 Reid, Andrea	Teacher	Jordan/Rubio	misc hrly rate	41.71	11/20/17	06/14/18	Schoolwide Activities/PBIS	16	667.36
81 Ricupito, Camille	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	10	417.10

This is to certify that this item was approved by the Board of Education.

Marie Hansen
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Staff Responsibility:
Ed Kisse, Assistant Superintendent-Human Resources

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
82 Rodriguez, Mireya	Teacher	California/Albert	misc hrly rate	41.71	11/06/17	06/05/18	Supplemental Assessments	4	166.84
83 Rommelfanger, Shelby	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
84 Rosales, Dalila	Teacher	California/Albert	misc hrly rate	41.71	11/06/17	06/05/18	Supplemental Assessments	4	166.84
85 Salio, Chris	Teacher	Villa Park HS/Miller	stipend	322.20	10/24/17	11/16/17	CIF Golf-Girls Varsity	4	1,288.80
86 Schram, Heather	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Thinking Maps Training	1.25	52.14
87 Scott Griffith, Christie	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Thinking Maps Training	1.25	52.14
88 Shipman, Lisa	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
89 Sierra, Lauren	Teacher	Lampson/Angel	misc hrly rate	41.71	11/01/17	12/16/17	Staff Development	8	333.68
90 Smith, Julie	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Thinking Maps Training	1.25	52.14
91 Sorian, Frank	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Thinking Maps Training	1.25	52.14
92 Sousa, Anastasia	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	12/01/17	05/31/18	Professional Development	12	500.52
93 Sousa, Anastasia	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	11/06/17	05/21/18	STEM After School Program	35	1,459.85
94 St Amant, Michelle	Teacher	Cambridge/Lew	misc hrly rate	41.71	11/17/17	06/15/18	Schoolwide Interventions Planning	24	1,001.04
95 Steindlberger, Jane	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
96 Tarango, William	Teacher	Running Springs/McLaughlin	stipend	443.00	10/23/17	10/27/17	Outdoor Science School	1	443.00
97 Tayag, Bernard	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
98 Thompson, Debra	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/01/17	06/16/18	Thinking Maps Training	1.25	52.14
99 Turner, Jay	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
100 Urbaniak, Michele	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
101 Uriarte, Jennifer	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	06/15/18	Professional Development	10	417.10
102 Van Veen, Eric	Teacher	Curriculum/Corella	misc hrly rate	41.71	11/01/17	11/30/17	Professional Development	2	83.42
103 Vanderwall, Julie	Teacher	McPherson/Erven	stipend	828.00	11/28/17	03/14/18	MS Athletics/Volleyball - Girls	2	1,656.00
104 Wagner, Carri	Teacher	West Orange/Preciado-Martin	misc hrly rate	41.71	12/01/17	05/31/18	Professional Development	12	500.52
105 Walsh, Constance	Teacher	La Veta/Roach	misc hrly rate	41.71	11/28/17	01/25/18	Tutor/Intervention	40	1,668.40
106 Walter, Joyce	Teacher	Spec Educ/MacAllister	misc hrly rate	41.71	08/23/17	06/14/18	Home/Hospital	250	10,427.50
107 Weinkauf, Christopher	Teacher	Canyon HS/Abercrombie	payment	1,349.29	08/01/17	11/30/17	Golf-Boys Off Season Director	1	1,349.29
108 Wolf, Julie	Teacher	Running Springs/McLaughlin	stipend	443.00	10/23/17	10/27/17	Outdoor Science School	1	443.00
109 Wright, Barbara	Teacher	Canyon Rim/Krohn	misc hrly rate	41.71	11/28/17	02/08/18	After School Intervention	12	500.52
110 Yip, Chanmony	Teacher	Prospect/Hughson	misc hrly rate	41.71	10/01/17	05/31/18	Tutor/GOAL	20	834.20
111 Zedek, Ilene	Teacher	Prospect/Hughson	misc hrly rate	41.71	10/01/17	05/31/18	Tutor/GOAL	20	834.20

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Staff Responsibility:
Ed Kisee, Assistant Superintendent-Human Resources

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
Board Meeting - January 18, 2018

CLASSIFIED PERSONNEL

Name	Position	Administrative Unit	Schedule /Step/ Column	Rate	Eff. From	Date To	Comments
EMPLOYMENT							
1 Castaneda, Jessica	Instructional Asst./Sp Ed	McPherson/MacAllister	26/53/01	15.54	12/05/17		Replacement for R. Derache
2 Cortez, Krystal	Instructional Asst./Sp Ed	OUSD Pre-K/MacAllister	26/53/01	15.54	11/29/17		Replacement for A. Farase
3 Covarrubias, Rosa	Sr. Food Service Asst.	Nohi Canyon/Reeves	23/53/01	1444.00	11/27/17		Replacement for K. Pawlak-Alvarez
4 Glecomara, Evelyn	Instructional Asst./Sp Ed	Adult Transition/MacAllister	26/50/01	1943.64	12/04/17		New Position per IEP
5 Gonzalez, Maria	Food Service Asst.	El Modena HS/Reeves	19/53/01	13.07	12/01/17		Replacement for J. Dwiggins
6 Marquez, Erik	Bus Driver	Transportation/McDonald	34/51/01	18.97	11/13/17		Replacement for R. Madrihal
7 Osonio, Xochilith	Instructional Asst./Sp Ed	Palmyra/MacAllister	26/53/01	15.54	11/15/17		Replacement for C. Dierking
8 Paoli, Cheryl	Instructional Asst./Sp Ed	Adult Transition/MacAllister	26/50/01	1943.64	12/01/17		New Position per IEP
9 Rodriguez, Leonardo	Heavy Duty Mechanic	Transportation/McDonald	44/50/01	4228.00	12/01/17		Replacement for D. Kim
10 Zamora, Elizabeth	Food Service Asst.	Cerro Villa MS/Reeves	19/53/01	13.07	11/27/17		Replacement for E. Felix
CHANGE OF STATUS							
1 Esnilta, Daniel	Instructional Asst./Sp Ed	El Modena HS/MacAllister			11/28/17		Replacement for Z. Johnson & S. Roller
2 Pollok, Michael	Interim. Asst. Director, Student & Community Serv	Student & Community Serv/Howard			01/19/18	03/31/18	Retiree, Hourly Temp. Leadership Ranjue 84
3 Tellers, Mary Beth	Registrar, High School	Villa Park HS/Miller			01/08/18		Replacement for B. Pastore
SEPARATIONS							
1 Cintron, Lori	Asst. Director, Human Resources	Human Resources/Kissee				12/31/17	Retirement
2 McKay, Janice	Sr. Staff Clerk	Canyon HS/Abercrombie				12/08/17	Retirement
3 McMullin, Mary	Instructional Asst./Sp Ed	El Modena HS/MacAllister			11/30/17		Resignation
4 Rodriguez, Evencio	Custodian	California/Albert			11/30/17		39 Reemployment List
EXTRA PAY							
1 Camanilli, Brandon	Walk On Coach	El Modena HS/Saxton	stipend	263.00	08/01/17	11/30/17	Freshman Football Coach
2 Cola, Cole	Walk On Coach	Canyon HS/Abercrombie	payment	750.00	08/01/17	11/30/17	Wrestling Coach
3 Crawford, Roger	Walk On Coach	Villa Park HS/Miller	stipend	330.60	11/08/17	11/11/17	CIF Pay - Cross Country
4 Davila, Marco	Walk On Coach	Orange HS/McCuisition	stipend	3,483.00	11/01/17	02/01/18	Varsity Soccer Coach
5 Esparza, Victor	Walk On Coach	Orange HS/McCuisition	stipend	3,483.00	11/01/17	02/28/18	Varsity Soccer Coach
6 Gaither, Andrew	Walk On Coach	Canyon HS/Abercrombie	payment	1,161.14	08/01/17	11/30/17	Varsity Soccer Coach
7 Gayer, Michael	Walk On Coach	Canyon HS/Abercrombie	payment	1,500.00	08/01/17	11/30/17	Wrestling Coach
8 Groenewold, Zachary	Walk On Coach	McPherson/Erven	payment	2,700.00	08/01/17	06/30/18	Asst. Drama Coach
9 Higgins, Timothy	Walk On Coach	Orange HS/McCuisition	stipend	2,873.00	11/01/17	02/28/18	JV Soccer Coach
10 Hwang, Daniel	Walk On Coach	Orange HS/McCuisition	stipend	1,674.00	08/01/17	06/30/18	Drill Team Coach
11 Lambrecht, Yarnick	Walk On Coach	Canyon HS/Abercrombie	payment	5,000.00	10/27/17	06/30/18	Vocal Coach
14 Mendoza, Joe	Walk On Coach	McPherson/Erven	stipend	1,656.00	11/28/17	03/30/18	Football Coach
15 Perez, Huber	Walk On Coach	Orange HS/McCuisition	stipend	2,873.00	11/01/17	02/28/18	Soccer Coach
16 Ramos, Jeffrey	Walk On Coach	Orange HS/McCuisition	stipend	3,504.00	08/01/17	06/30/18	Drill Team Director
17 Semaza, Cooper	Walk On Coach	Orange HS/McCuisition	stipend	1,832.00	11/01/17	02/28/18	Soph/Frosh Wrestling Coach
18 Simer, Phillip	Walk On Coach	Villa Park HS/Miller	stipend	330.60	11/08/17	11/11/17	CIF Pay - Cross Country
20 Torres, Travis	Walk On Coach	Orange HS/McCuisition	stipend	3,827.00	11/01/17	02/28/18	Varsity Wrestling Coach
20 Torres, Travis	Walk On Coach	Orange HS/McCuisition	stipend	900.00	11/01/17	02/28/18	Soph/Frosh Wrestling Coach
21 Wilson, Nick	Walk On Coach	Orange HS/McCuisition	stipend	3,081.00	11/01/17	02/28/18	Varsity Wrestling Coach
22 Ybarra, AJ	Walk On Coach	Canyon HS/Abercrombie	payment	1,161.14	08/01/17	11/30/17	Golf Coach

This is to certify that this item was approved by the Board of Education.

Marie Hansen
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resources

TOPIC: **CONTRACT SERVICES REPORT EDUCATION SERVICES**

DESCRIPTION: The following is a report of contract service items for Educational Services

AT&T CORPORATION

AT&T Corporation will work with the District to identify and configure IP telephone, analog systems and data circuit identification for legacy systems.

Information Services not to exceed \$8,600
01.00-0000-0-5850-0000-7700-430-210-000 (Lin)

The Federal Telecommunications Act of 1996 (commonly known as "E-Rate") is a funding program established by Congress which grants awards to schools and libraries in the form of subsidies for the purpose of providing telecommunications services. The District has participated in the Federal E-Rate program for the past several years. Due to the complexity of the program and the ever-changing regulations the District has a need to help maximize the benefits of the Federal E-Rate program as well as prepare and provide any appeals appropriate to submit to the Universal Service Administrative Company (USAC). E-Rate funding provides a 60% discount on reoccurring Category 1 expenses such as internet and network services, and a 60% discount on Category 2 network capital improvements projects. This is a continuation of E-Rate consulting services for the 2017-18 Fiscal year provided by CSM.

Information Servicesnot to exceed\$52,000
01.00-0000-0-5850-0000-7700-430-210-000 (Lin)

EPIC MACHINES

Epic Machines will provide an upgrade of network access control (NAC) servers due to end of manufacturer support, and implementing high availability servers for greater redundancy.

Information Services..... not to exceed \$14,555
01.00-0000-0-5850-0000-2420-430-210-000 (Lin)

NEW HORIZONS COMPUTER LEARNING

New Horizons Computer Learning Group will provide technical training for data analytics and visualization reporting of District student and business information systems, data center security, administration, and threat prevention.

Information Services not to exceed \$20,000
01.00-0000-0-5850-0000-7700-430-210-000 (Lin)

This is to certify that this item was approved by the Board of Education. *Marie Hansen*
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

This is to certify that this item was approved by the Board of Education. *Marie Hansen*
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

RENAISSANCE PLACE

School districts are required to provide an equitable share of federal monies to the private schools within their attendance boundaries. Renaissance Place will provide six hours of on-site professional development follow-up training from August 2017. The follow-up training will take place in January for the staff at St. Paul's Lutheran School. Participants will learn effective use of Renaissance learning solutions, employ best practices for a deep implementation that affects student results and understand how to utilize data for effective instructional decision-making.

Title II, Part A.....not-to-exceed\$3,802
01.00-4035-0-5850-1323-2140-604-604-000 (Schaffer)

This is to certify that this item was approved by the Board of Education.

Gunn Marie Hansen
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

FISCAL IMPACT: \$98,957

RECOMMENDATION: It is recommended that the Board of Education approve the Contract Services Report - Education Services as presented.

This is to certify that this item was approved by the Board of Education.

Gunn Marie Hansen
Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

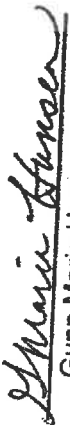
TOPIC: **STUDY TRIPS**

DESCRIPTION:

La Veta Elementary - 4th Grade GATE Class – Ocean Institute – Dana Point – January 25-26, 2018

The fourth grade GATE students from La Veta Elementary, under the supervision of Karin Barone, as well as trained Ocean Institute staff, will participate in the “Life in the Abyss” Program. The students will discover how blood circulates through the heart chambers, lungs and body and how carbon dioxide and oxygen are exchanged in the lungs and tissues. Students will collect data and draw conclusions from the findings. The curriculum is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from event will be provided by OUSD Transportation. The cost per student is \$145, and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

This is to certify that this item was approved by the Board of Education.


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Serrano Elementary - 5th Grade Class – Ocean Institute – Dana Point – February 5-6, 2018

The fifth grade students from Serrano Elementary, under the supervision of Linda Harestad, as well as trained Ocean Institute staff, will participate in the “Life in the Abyss” Program. The students will discover how blood circulates through the heart chambers, lungs and body and how carbon dioxide and oxygen are exchanged in the lungs and tissues. Students will collect data and draw conclusions from the findings. The curriculum is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from event will be provided by OUSD Transportation. The cost per student is \$125 and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

Serrano Elementary - 5th Grade Class – Ocean Institute – Dana Point – February 12-13, 2018

The fifth grade students from Serrano Elementary, under the supervision of Jody Beckman, as well as trained Ocean Institute staff, will participate in the “Life in the Abyss” Program. The students will discover how blood circulates through the heart chambers, lungs and body and how carbon dioxide and oxygen are exchanged in the lungs and tissues. Students will collect data and draw conclusions

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

from the findings. The curriculum is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from event will be provided by OUSD Transportation. The cost per student is \$125, and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

Cambridge Elementary - 5th Grade Class – Ocean Institute – Dana Point – February 27-28, 2018

The fifth grade students from Cambridge Elementary, under the supervision of Amber Johnson, Mary Vitullo, as well as trained Ocean Institute staff, will participate in the “Revolutionary Voyage-Pilgrim” and “Revolutionary Voyage-Spirit of Dana Point” Programs. The students will participate in the reenactment of life on a tall sailing ship of the 1800’s. The curriculum is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from event will be provided by OUSD Transportation. There is no cost for this event. There is no impact to the general fund.

Cambridge Elementary - 6th Grade Class – Arrowhead Ranch – Outdoor Science School – April 9-13, 2018

The sixth grade students from Cambridge Elementary, under the supervision of Travis Jones, Nicole Wyckoff, as well as trained AR camp staff, will participate in the Arrowhead Ranch Outdoor Science School program. This five-day program provides students an opportunity to explore established trails, investigate geological features, observe wildlife, compare plant adaptations and study the night sky through telescopes. The curriculum at the camp is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from program will be provided by OUSD Transportation. The cost per student is \$270, and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

Crescent Elementary - 5th Grade Class – Ocean Institute – Dana Point – April 10-11, 2018 & April 11-12, 2018

The fifth grade students from Crescent Elementary, under the supervision of Jennifer Bond, Sharon Cecchi, as well as trained Ocean Institute staff, will participate in the “Life in the Abyss” Program. The students will discover how blood circulates through the heart chambers, lungs and body and how carbon dioxide and oxygen are exchanged in the lungs and tissues. Students will collect data and draw conclusions

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

from the findings. The curriculum is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from event will be provided by OUSD Transportation. The cost per student is \$110, and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

La Veta Elementary - 6th Grade Classes – Cedar Crest - Outdoor Science School – April 18-20, 2018

The sixth grade students from La Veta Elementary, under the supervision of Deborah Garrison, Lanette Gutman, Drew Matos, as well as trained ECOS camp staff, will participate in the Emerald Cove Outdoor Science School program. This three-day program provides students an opportunity to explore established trails, investigate geological features, observe wildlife, compare plant adaptations and study the night sky through telescopes. The curriculum at the camp is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from program will be provided by OUSD Transportation. The cost per student is \$260, and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

Orange High School – JROTC –Las Vegas, NV - February 2-4, 2018

Orange High School's Junior ROTC students, under the supervision of Major Ian Santos and Edward Aguilar, will travel to Las Vegas to compete in the Cheyenne High School Drill Meet. The ROTC Cadets will develop leadership and management skills, and the non-leadership Cadets will be competing in the drill meet. They will gain confidence as they compete with other Cadets from around the southwestern United States, and will also compete with these Cadets for entrance into colleges and universities, the military, or the work force. The 15 female students and 25 male students will be accompanied by two female and two male chaperones. Transportation will be provided by OUSD approved commercial bus contracted and paid for by the U.S. Marine Corps. The students will be staying at the Sunset Station Hotel in Henderson. There is no cost for this event. The students will miss one day of school and a substitute is required.

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

Villa Park High School – Varsity Cheerleading Squad- Orlando, FL February 8 – 12, 2018

Villa Park High School's Varsity Cheer Squad under the supervision of the coach, Mike Burns, and the advisor, Lisa Hedspeth, will travel to Orlando to compete in the National High School Cheerleading Championships. The students will have the opportunity to compete with high schools from across the country. Coaches from all levels of colleges will be in attendance. The trip will provide an excellent opportunity for the student athletes to engage in team and personal growth building activities. The 23 students, six male and seventeen female, will be accompanied by one adult male and one adult female chaperone. Parents will provide transportation for their student to Los Angeles International Airport, where they will take an airline still to be determined. Any parent driving a student other than their own will have an approved OUSD Driver Certification on file prior to this trip. Cost per student is \$,1200 and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. A substitute is required for 3 days and the students will miss 3 days of school.

El Modena High School – Varsity Wrestling – Visalia, CA – February 22 - 24, 2018

El Modena High School's Wrestling athletes, under the supervision of coach Jorge Carrizosa, will travel to Visalia to participate in the CIF State Championships. The qualifying student athletes will compete in the State Championships representing El Modena High School and will see the benefits of hard work and commitment. The two female students will be accompanied by one male adult chaperone and one female adult chaperone. Transportation will be provided by the students own parents who will be going to this event. The students and chaperones will stay at the Charter Inn Suites. There is no cost for this event. The students will miss one day of school and a substitute is required for one day.

El Modena High School – Varsity Wrestling – Bakersfield, CA – March 1-3, 2018

El Modena High School's Wrestling athletes, under the supervision of coach Jorge Carrizosa, will travel to Bakersfield to participate in the Tournament of Champions. The qualifying student athletes will compete in the State Championships representing El Modena High School and will see the benefits of hard work and commitment. The four male students will be accompanied by two male adult

This is to certify that this item was approved by the Board of Education.



Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

own parents who will be going to this event. The students and chaperones will stay at the Extended Stay America, Bakersfield. There is no cost for this event. The students will miss one day of school and a substitute is required for one day.

Villa Park High School - Foreign Language Immersion Camp - Big Bear, CA – March 2 – 4, 2018

Villa Park High School German students, under the supervision of teacher Jenna Andersen, will travel to Big Bear to participate in a Foreign Language Immersion Camp. This camp is a valuable experience for the students who study the respective language and helps prepare them for the AP test. Students have the opportunity to exercise their listening and speaking skills twenty-four hours a day with peers and other Foreign Language teachers. The five male students and five female students will be accompanied by one female adult chaperone. They will be housed at the Big Bear Christian Camp & Conference Center. Students will be transported by Charter Services, Inc. The cost per student is \$175 and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. A substitute is required for one day and the students will miss one day of school.

El Modena High School – Varsity Softball – Bullhead City, AZ – March 8 - 10, 2018

El Modena High School’s softball athletes, under the supervision of coach Robert Calderon, will travel to Bullhead City to participate in the Tournament of Champions. The qualifying student athletes will compete in the Tournament of Champions representing El Modena High School and will see the benefits of hard work and commitment. The 18 female students will be accompanied by eight male and ten female adult chaperones. Transportation will be provided by the students own parents who will be going to this event. The students and chaperones will stay at the Tropicana Express in Bullhead City. There is not cost for this event. The students will miss two days of school. No substitute is required.

FISCAL IMPACT: These items have no fiscal impact on the District.

RECOMMENDATION: It is recommended that the Board of Education approve the study trips as presented.

TOPIC: **RESOLUTION NO. 20-17-18: SIGNATURE AUTHORIZATION**


DESCRIPTION: Authorization of signatures is an item which is routinely updated to reflect changes in personnel and to comply with the requirements of the California Education Code.

As the agency which ultimately releases District payrolls and warrants, the Orange County Department of Education (OCDE) must maintain on file the approved signature authorizations for all school districts. The signatures are applicable to various documents which are approved by the Board of Education and in compliance with the Education Code and other pertinent state and federal laws. The administrative/leadership employees for whom the signature authorizations are designated do not transfer that authority to any staff members.

Purchase orders are processed within the limitations of existing site/program budgets, with the P.O. listing submitted to the Board at each meeting. Non-routine expenditures for consultants, contracts, major facility additions, etc. are submitted to the Board separately for authorization. Before the preparation of a warrant, it is determined that the proper authorization and approvals exist. Warrants prepared by the District are forwarded to the OCDE for review of documentation, signature, and entry to OUSD's county ledgers before they are returned to the District for release to vendors, consultants, or contractors. Purchase orders, bid documents, warrants, payroll, federal/state/county documents, etc. are audited by the District's independent audit firm.

FISCAL IMPACT: This item has no fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 20-17-18 granting signature authorization for specific District administrative/leadership employees as indicated on the attached document.

This is to certify that this item was approved by the Board of Education.

Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

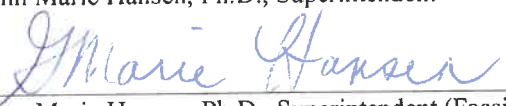

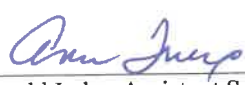



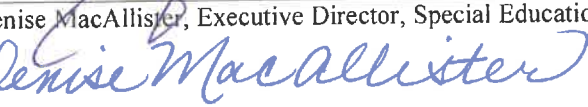
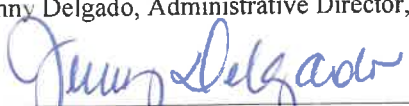
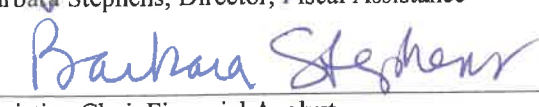

**ORANGE UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 20-17-18**

AUTHORIZATION OF SIGNATURES

WHEREAS, it is necessary to authorize certain offices of the Orange Unified School District to sign District documents in order to conduct the business of the District; and

WHEREAS, legal and county requirements are that said signatures be duly adopted and recorded;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Orange Unified School District hereby authorizes the following named persons of the Orange Unified School District to sign the documents as indicated:

Resolution No. 20-17-18 Signature Authorization	Federal/ State/ County Documents	Contracts & Agreements	Inter-District Agreements	Purchase & Bid Documents	Personnel Documents/Co ntracts	Payroll Documents	Check/Savings (2 signatures required)	"B" Warrants	Warrant Registers
Gunn Marie Hansen, Ph.D., Superintendent 	X	X	X	X	X	X	X	X	X
Gunn Marie Hansen, Ph.D., Superintendent (Facsimile) 	X						X	X	
Anne Truex, Interim Asst. Superintendent, Educational Svcs 	X		X		X	X			
Ronald Lebs, Assistant Superintendent, Facilities & Planning 	X	X	X	X		X			
Ed Kisse, Assistant Superintendent, Human Resources 	X				X	X			
Ernest Gonzalez, Executive Director, Human Resources 	X				X	X			
Denise MacAllister, Executive Director, Special Education 		X							
Jenny Delgado, Administrative Director, Business Services 	X	X	X	X		X	X	X	X
Barbara Stephens, Director, Fiscal Assistance 							X		X
Christina Choi, Financial Analyst 							X		X

Marie Nguyen, Accounting Manager <i>Marie Nguyen</i>							X		X
Sharon Davis, Payroll Manager <i>Sharon Davis</i>	X						X		
Edgar Manalo, Director, Purchasing <i>Edgar Manalo</i>		X		X					
Patricia Reeves, Director, Nutrition Services <i>Patricia Reeves</i>	X						X	X	X

PASSED, APPROVED AND ADOPTED, by the Board of Education of the Orange Unified School District at a meeting held on the 18th day of January, 2018.

Timothy Surridge

 Timothy Surridge, Board Clerk
 Orange Unified School District