

ORANGE UNIFIED SCHOOL DISTRICT
Board of Education – Regular Meeting
1401 N. Handy Street – Orange, CA 92867

Thursday, August 16, 2018
6:30 p.m. – Closed Session
7:00 p.m. – Open Session

AGENDA

- 1. CALL MEETING TO ORDER – 6:30 p.m.**
- 2. ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**
- 4. ADJOURN TO CLOSED SESSION**
 - A. 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
- 5. CALL TO ORDER – REGULAR SESSION – 7:00 p.m.**
- 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
- 10. APPROVAL OF MINUTES**
 - June 7, 2018 (Regular Meeting)
 - June 18, 2018 (Special Meeting)
 - July 26, 2018 (Regular Meeting)
- 11. PUBLIC COMMENT**

Members of the audience may address the Board of Education on agenda items during consideration of that item and on non-agenda items that are within the Board's subject matter jurisdiction. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) 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 by telephone, mail or at a subsequent Board meeting.

- 12. ACTION ITEMS**
 - A. Resolution No. 06-18-19 Finding the Proposed Villa Park High School Modernization Project Exempt from the California Environmental Quality Act, Approving the Filing and Recordation of a Notice of Exemption, and Approving the Project.....2-6
 - B. Proposed Revisions to Board Policies – Second Reading7-80

13. INFORMATION/DISCUSSION ITEMS
 A. Orange High School Construction Update 81
 B. El Modena High School Pool Repair Update 82

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 83

BUSINESS SERVICES
 B. Gifts 84-85
 C. Purchase Orders 86
 D. Warrants List 87
 E. Contract Services Report – Business Services 88-91
 F. Notices of Completion 92
 G. Resolution No. 09-18-19 to Expand Temporary Inter-Fund Transfers of Special or Restricted Fund Monies for the 2018-19 Fiscal Year 93-94

HUMAN RESOURCES
 H. Personnel Report 95-105
 I. Acceptance of Additional Funds for California State University, Fullerton “Titan Educator” Project 106

EDUCATIONAL SERVICES
 J. Contract Services Report – Educational Services 107-108
 K. Study Trip 109
 L. Specialized Secondary Programs: Cohort 3 Year 2 Implementation – Digital Audio Production Grant 110
 M. Booster Clubs 111
 N. Course Approvals 112
 O. Income Agreement 46399: Orange Unified School District, Orange County Department of Education and Orange County QualityStart OC 113

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**

ACTION
ITEMS

TOPIC: **RESOLUTION 06-18-19 FINDING THE PROPOSED VILLA PARK HIGH SCHOOL MODERNIZATION PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, APPROVING THE FILING AND RECORDATION OF A NOTICE OF EXEMPTION, AND APPROVING THE PROJECT**

DESCRIPTION: As part of the Measure S Bond Program, the District proposes modernization improvements at Villa Park High School (VPHS). The proposed project consists of the following campus improvements in two phases:

Phase 1

1. Development of a two-story, 45,000-square-foot science center that would replace the existing one-story 300 Building near the northeast corner of the campus
2. Provision of nine portable interim housing classrooms and one portable restroom on the hardcourts south of the swimming pool
3. Reconfiguration of the parking lots (Lots 1 through 4) and two eastern driveways serving these lots

Phase 2

4. Modernization of the existing buildings including but not limited to interior remodeling and utility improvements, and for the 100/200 Building, the modernization includes relocation of the staircases from the north elevation to south elevation
5. Reconfiguration of the parking lots (Lots 1 through 3)
6. Improved drop off/pick up area with additional queuing
7. Removal of the nine portable interim housing classrooms and restroom

Projects undertaken by public agencies are subject to the California Environmental Quality Act (CEQA) as outlined in Public Resources Code (PRC) Section 21000 et seq. and the State CEQA Guidelines (California Code Regulations, Title 14, Section 15000 et seq.).

The proposed modernization improvements at VPHS are a "Project" under CEQA. Staff has evaluated the Project in whole and has determined that the proposed improvements are categorically exempt from further environmental review and the provisions of CEQA under CEQA Guidelines Section 15314.

Staff has determined that the Project is not subject to any exceptions to the categorical exemption (CEQA Guidelines Section 15300.2). Therefore, the District may file a Notice of Exemption (NOE) for the Project, which exempts the Project from further environmental review and the provisions of CEQA.

Adoption of Resolution 06-18-19 provides the required acknowledgements and findings with respect to the Project at VPHS to enable the District to:

1. Find the Proposed VPHS Modernization Project exempt from CEQA,
2. Approve the filing and recordation of a NOE,
3. Approve the Project, and
4. Authorize staff to file the NOE for the Project with the appropriate public agencies.

The Notice of Exemption will be filed with the County Clerk and the State Office of Planning and Research (OPR). The filing of a NOE with the County Clerk starts a 35-day statute of limitations period on legal challenges to the agency's decision that the project is exempt from CEQA. The NOE is available for review in the Business Services Office.

FISCAL IMPACT: There is no direct fiscal impact as a result of adopting Resolution 06-18-19.

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution 06-18-19: (1) Finding the Proposed VPHS Modernization Project Exempt from CEQA; (2) Approving the Filing and Recordation of a NOE, (3) Approving the Project, and (4) Authorizing staff to file the NOE for the Project.

RESOLUTION NO. 06-18-19

RESOLUTION OF THE BOARD OF EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT FINDING THE PROPOSED PARK VILLA HIGH SCHOOL MODERNIZATION PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, APPROVING THE FILING AND RECORDATION OF A NOTICE OF EXEMPTION, AND APPROVING THE PROJECT

WHEREAS, the Orange Unified School District (“District”) owns and operates Villa Park High School at 48041 Taft Avenue, Villa Park, Orange County, California, Assessor’s Parcel Number 372-232-02 (“Site”); and

WHEREAS, the District proposes to modernize Villa Park High School (“Project”); and

WHEREAS, the proposed project consists of demolition of the 300 Building and development of a new science center; provision of interim housing classrooms during construction; modernization of various school facilities, including but not limited to 100/200 Building; reconfiguration of parking lots; and new landscaping and lighting, security improvements, and aesthetic improvements; and

WHEREAS, prior to commencement of the Project, the District must comply with the California Environmental Quality Act (“CEQA”); and

WHEREAS, categorical exemptions to CEQA are set forth in Article 19 of Title 14 of the California Code of Regulations (“CEQA Guidelines”); and

WHEREAS, the Project is categorically exempt under CEQA Guidelines Sections 15314 and 15301; and

WHEREAS, CEQA Guidelines Section 15314, Minor Additions to Schools, sets forth an exemption from CEQA for minor additions to existing schools within existing school grounds where the addition does not increase original student capacity by more than 25 percent or 10 classrooms, whichever is less; and

WHEREAS, the Project would meet the criteria set by CEQA Guidelines Section 15314, as the Project would not change the existing number of 84 classrooms or existing enrollment capacity of 3,360 seats; and

WHEREAS, CEQA Guidelines Section 15301, Existing Facilities, sets forth an exemption from CEQA for operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures and facilities, including school facilities, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination; and

WHEREAS, the Project would meet the criteria set by CEQA Guidelines Section 15301, as the Project provides various improvements throughout the campus including parking lot reconfigurations, driveway and access modifications, utility, landscaping, lighting, and aesthetics improvements to modernize the existing school facilities on the same existing campus without expanding or changing the existing school uses; and

WHEREAS, the District has determined that the Project is not subject to any of the exceptions to categorical exemptions set forth in CEQA Guidelines Section 15300.2; and

WHEREAS, the Site is not in a sensitive environment of hazardous or critical concern; and

WHEREAS, the Project's environmental effects when combined with the environmental effects of known successive projects of the same type in the same place at the Site, and the environmental effects caused by other District projects, including at Orange, Canyon, and El Modena high schools, over time are not environmentally significant and cumulatively considerable; and

WHEREAS, the District is unaware of any unusual circumstances that would result in a reasonable possibility that the Project will have a significant effect on the environment; and

WHEREAS, the Project will not damage scenic resources within a highway officially designated as a state scenic highway; and

WHEREAS, the Site does not appear on a list compiled pursuant to Government Code Section 65962.5 due to historic contamination; and

WHEREAS, the Project will not cause a substantial adverse change in the significance of a historical resource.

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

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That the District has considered whether the Project may have a significant effect on the environment.

Section 3. That the District has concluded, after reviewing the Project through its own independent review and analysis, that the Project will not have a significant effect on the environment.

Section 4. That the District adopts the analysis and conclusions in the Notice of Exemption (NOE) as its findings and incorporates the NOE by reference as fully set forth herein.

Section 5. That the Project is subject to CEQA Guidelines Sections 15314 and 15301 and is not subject to any exception to exemptions found in CEQA Guidelines Section 15300.2 and is therefore exempt from CEQA.

Section 6. That the District approves the Project.

Section 7. That the District's Superintendent, or the Superintendent's designee, is instructed to file and/or record a Notice of Exemption from the California Environmental Quality Act, consistent with this Resolution and available for review at the District Office, Business Service department located at 1401 N. Handy Street, Orange CA 92867 with any and all appropriate public agencies or entities, subject only to minor, non-substantive revisions, if necessary.

Section 8. This Resolution shall take effect immediately upon adoption.

APPROVED, ADOPTED, AND SIGNED BY THE BOARD OF EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT THIS 16th DAY OF AUGUST, 2018.

By:

Alexia Deligianni-Brydges, Ed.D.
President of the Board of Education

I, Timothy Surridge, do hereby certify that the foregoing Resolution No. 06-18-19 was adopted by the Board of Education of the Orange Unified School District at a meeting of said Board held on the 16th day of August, 2018, and that it was so adopted by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

By:

Timothy Surridge
Clerk of the Board of Education

TOPIC: **PROPOSED REVISIONS TO BOARD POLICIES – SECOND 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 were presented for a first reading at the July 26th meeting. They are presented tonight for a second reading and approval.

BP 0410	Nondiscrimination in District Programs and Activities
BP 1312.3	Uniform Complaint Procedures
BP 3470	Debt Management Policy
BP 3530	Risk Management Insurance
BP 4111/4211/4311	Recruitment and Selection
BP 4119.11/ 4219.11/4319.11	Sexual Harassment
BP 4158/4258/4358	Employee Security
BP 4211	Recruitment and Selection - Deleted
BP 5022	Student and Family Privacy Rights
BP 51111	Admission
BP 5111.1	District Residency – <i>New</i>
BP 5125	Student Records
BP 5131.2	Bullying
BP 5145.3	Non Discrimination/Harassment
BP 5145.6	Parental Notifications
BP 5145.9	Hate Motivate Behavior
BP 5145.13	Research on Students – Deleted
BP 5145.13	Response to Immigration Enforcement - <i>New</i>
BP 6161.3	Toxic Art Supplies – Deleted
BP 6162.5	Student Assessment
BP 6162.52	High School Exit Examination – Deleted
BP 6170.1	Transitional Kindergarten
BP 6171	Title I Program
BP 7110	Facilities Master Plan

FISCAL IMPACT: No fiscal impact

RECOMMENDATION: It is recommended that the Board of Education receive the proposed Board Policy revisions for a second reading and approval.

PhilosophyNondiscrimination in District Programs and Activities

The Board of Education is committed to providing equal opportunity for all individuals in ~~education~~ **District programs and activities**. District programs, activities, and practices shall be free from **unlawful** discrimination, **including discrimination against an individual or group** based on race, color, ancestry, **nationality**, national origin, **immigration status**, ethnic group identification, **ethnicity**, age, religion, marital **status**, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or **gender** expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

All individuals shall be treated equitably in the receipt of district and school services. Personally identifiable information collected in the implementation of any district program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the district shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

~~Annually,~~ † The Superintendent or designee shall **annually** review District programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing District programs and activities. ~~including the use of facilities.~~ He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

All allegations of unlawful discrimination in District programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

The Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the District's policy on nondiscrimination and ~~about~~ related complaint procedures (**34 CFR 104.8 and 34 CFR 106.9**). Such notification shall be included in ~~each~~ **in the annual parental notification distributed pursuant to Education Code 48980 and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed to these groups by the district.** ~~As appropriate, such~~ **The** notification shall be posted in District

schools and offices, including staff lounges, student government meeting rooms, and other prominent locations and shall be posted on the District's web site and **social media**, ~~when available, District-supported social media~~ **and in District schools and offices, including staff lounges, student government meeting rooms, and other prominent locations as appropriate.**

In addition, the annual parental notification shall inform parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the Superintendent or designee.

~~District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act and any implementing standards and/or regulations.~~

The District's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing District facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

The Superintendent or designee shall ensure that the District provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, **assistive technologies or other modifications to increase accessibility to district and school web sites**, note takers, written materials, taped text, and Braille or large print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the District's response to complaints and for complying with state and federal civil rights laws is hereby designated as the District's ADA coordinator. He/she shall receive

and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to District programs, services, activities, or facilities.

Deputy Assistant Superintendent, Educational Services
1401 N. Handy St.
Orange, CA 92867
714-628-4466

Legal Reference:

EDUCATION CODE

200-262.4 ~~Educational Equity~~, Prohibition of discrimination

48980 Parental notifications

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT CODE

8310.3 California Religious Freedom Act

11000 Definitions

11135- Nondiscrimination in programs or activities funded by state

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 ~~Open public meetings and the ADA~~ **Brown Act compliance with Americans with Disabilities Act**

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with **constitutional right or privilege**
~~exercise of Civil Rights~~

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary educational programs

UNITED STATES CODE, TITLE 20

1400-1482 ~~et seq.~~ Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

1681 et seq. ~~Title IX, Education Act Amendments of 1972~~

2301 et seq. ~~Carl D. Perkins Vocational and Applied Technology Act~~

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000h-2000h-6 Title IX

~~12101-12213 Americans with Disabilities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1 et seq. Nondiscrimination in federal programs, effectuating Title VI

104.1- 04.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

~~106.1 et seq. Regulations implementing Title IX~~

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88 11-92 7-96 6-04 9-05 2-15 2-17) **7/18**

Community RelationsUniform Complaint Procedures (UCP)

The Board of Education recognizes that the District has primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

Complaints Subject to the UCP

The District's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints

1. Any complaint alleging District violation of applicable state or federal law or regulations governing adult education programs, After School Education and Safety programs, ~~migrant~~ **migrant agricultural vocational education, American Indian education centers and early childhood education program assessments, bilingual education, peer assistance and review programs for teachers, career technical and technical education and training programs**, child care and development programs, child nutrition programs, ~~special education programs~~, **compensatory education**, consolidated categorical aid programs, **Economic Impact Aid, English learner programs, federal education programs in Title I-VII, migrant education, Regional Occupational Centers and Programs, school safety plans, special education programs, State Preschool Programs, Tobacco-Use Prevention Education programs**, and any other district-implemented program which is listed in Education Code 64000(a) (5 CCR 4610)
2. Any complaint alleging the occurrence of unlawful discrimination, (such as discriminatory harassment, intimidation, or bullying) against any student, employee, or other person participating in District programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual ~~raee~~, or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, **immigration status**, ethnic group identification, age, religion, marital **status**, pregnancy, ~~or~~ parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information as or any other characteristic identified in Education Code 200 or 220, Government Code 11135 or Penal Code section 422.55 or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)
3. Any complaint alleging District noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student (Education Code 222)

4. Any complaint alleging District noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)
5. Any complaint alleging District noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)
6. Any complaint, by or on behalf of any student who is a foster youth, alleging District noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the District's educational liaison to the student, the award of credit for coursework satisfactorily completed in another school or district, school transfer, or the grant of an exemption from Board-imposed graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)
7. Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, a **former juvenile court school student, or a child of a military family as defined in Education Code 49701 who transfers into the district after his/her second year of high school**, alleging District noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or District or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)
8. Any complaint, ~~by or on behalf of a former juvenile court school student who transfers into the District after his/her second year of high school~~, alleging District noncompliance with **any the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student in grades 9-12 to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions (Education Code 51228.3)** ~~applicable to the student regarding the award of credit for coursework satisfactorily completed in the juvenile court school or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)~~
9. Any complaint alleging District noncompliance with the physical education instructional minutes requirement for students in elementary school (Education Code 51210, 51223)
10. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy
11. Any other complaint as specified in a District policy

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The District shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful **discrimination (such as discriminatory** harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if he/she is different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to the UCP is included in a UCP complaint, the District shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the District's UCP.

The Superintendent or designee shall provide training to District staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints in accordance with applicable law and District policy.

Non-UCP Complaints

The following complaints shall not be subject to the District's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging fraud shall be referred **to the Legal, Audits and Compliance Branch** of the California Department of Education.

Any complaint alleging employment discrimination **or harassment shall be investigated and resolved by the District in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment.** ~~Shall be sent to the California Department of Fair employment and House and the compliance officer shall notify the complainant by first class mail of transfer.~~

~~In addition, the District's Williams Uniform Complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint~~ **Any complaint** related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments **shall be investigated and resolved in accordance with the procedures in AR 1312.4 - Williams Uniform Complaint Procedures.** (Education Code 35186)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
222 Reasonable accommodations; lactating students
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32280-32289 School safety plan, uniform complaint procedure
35186 Williams uniform complaint procedure
44500-44508 California Peer Assistance and Review Program for Teachers
48853-48853.5 Foster youth
48985 Notices in language other than English
49010-49013 Student fees
49060-49079 Student records
49069.5 Rights of parents
49490-49590 Child nutrition programs
49701 Interstate Compact on Educational Opportunity for Military Children
51210 Courses of study grades 1-6
51223 Physical education, elementary schools
51225.1-51225.2 Foster youth and homeless children, and former juvenile court school students, course credits; graduation requirements
51228.1-51228.3 Course periods without educational content
52060 -52077 Local control and accountability plan, especially:
52075 – Complaint for lack of compliance with local control and accountability plan requirements
52160-52178 Bilingual education programs
52300-~~52462~~52490 Career technical education
52500-52616.24 Adult schools
54000-54029 Economic Impact Aid
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-568675 Special education programs

59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

HEALTH AND SAFETY CODE

104420 Tobacco-Use Prevention Education

PENAL CODE

422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 2

11023 Harassment and discrimination prevention and correction

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

6301-6577 Title I basic programs

6801-6871 Title III language instruction for limited English proficient and immigrant students

7101-7184 Safe and Drug-Free Schools and Communities Act

7201-7283g Title V promoting informed parental choice and innovative programs

7301-7372 Title V rural and low-income school programs

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy Act

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on the basis of age

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (9-93 6-04 10-05 9-09 4-12 8-12 2-13 9-14 5-15 8-16 8-17) **7-18**

Business and Non-Instructional Operations

Debt Management Policy

The purpose of this Debt Management Policy is to provide functional tools for debt management, capital planning, and cash flow management in a conservative and prudent manner.

The Board of Education intends that the District establish and maintain a framework for public finance borrowings such as general obligation bonds (“GO Bonds”), lease financings, community facilities districts (“CFDs”), tax and revenue anticipation notes (“TRANS”) and other forms of indebtedness by the District.

1. The issuance of debt by the District is an appropriate and necessary method of financing capital projects, providing working capital and financing certain capital equipment purchases over time.
2. Careful and consistent monitoring of such debt issuance is required to preserve the District’s credit strength, budget and financial flexibility.

3. POLICY

- a. The purpose of this Debt Management Policy is to provide functional tools for both short term and long-term debt management and capital planning and objectives, as well as to enhance the District’s ability to manage its debt and lease financings in a conservative and prudent manner.
- b. In following this policy, the District shall pursue the following debt management goals.
 - i. When funding capital improvements, working capital, or equipment, the District will review all funding sources and determine the best source based on need and use of items being financed. For capital projects the District will review the capital improvement program to determine if debt issuance is the best source of funding given the overall capital improvement program and budget.

For publicly offered debt the District shall endeavor to attain the best possible credit strategy for each debt issue (with or without credit enhancement) in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements. For some of the District’s debt, in particular CFDs, the District may not pursue credit ratings if doing so does not lower the cost of borrowing.

- iii. The District shall remain mindful of debt limits in relation to assessed value changes within the District and the tax burden needed to meet long-term capital requirements.
- iv. The District shall consider market conditions and District cash flows when timing the issuance of debt.
- v. The District shall determine the amortization (maturity) schedule, which will best fit with the overall debt structure of the District at the time new debt is issued.
- vi. The District shall give consideration to matching the term of the debt issue to the useful lives of related assets whenever practical, while considering repair and replacement costs of those assets to be incurred in future years as an offset to the useful lives, and the related length of time in the payout structure.
- vii. The District shall, when planning for the issuance of new debt, consider the impact of such new debt on overlapping debt and the financing plans of local, state and other governments that overlap with the District.
- viii. The District shall, when issuing debt, assess financial alternatives to include new and innovative financing approaches whenever feasible, such as categorical grants, revolving loans or other state/federal aid, to minimize the encroachment on the District's general fund and the tax burden.

4. AUTHORIZATION AND TYPES OF DEBT AUTHORIZED TO BE ISSUED

- a. Authority and Purpose of the Issuance of Debt – The laws of the State of California authorize the issuance of debt of the District and confer upon it the power and authority to make lease payments, contract debt, borrow money, and issue bonds for public improvement projects. Under these provisions, the District may contract debt to pay for the cost of acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging and equipping District projects and or facilities, or to refund existing debt or to provide for the cash flow needs of the District.
- b. Short-Term Debt (maturity of 13 months or less)
 - i. The District shall generally manage its cash position in a manner so that internally generated cash flow is sufficient to meet general operating needs.

- ii. However, the District may issue fixed-rate and/or variable rate short-term debt, which may include TRANs, when such instruments are needed to meet the District's cash flow requirements for operations (working capital).

c. Long-Term Debt (maturity of greater than 13 months)

- i. Debt issues may be used to finance capital facilities, projects and certain capital equipment where it is appropriate to spread the cost of the projects over more than one fiscal year.
- ii. Projects, which are not appropriate for spreading costs over future years shall not be debt financed.
- iii. Under no circumstances, shall long-term debt be used to fund District operations.
- iv. The District may issue long-term debt that may include, but is not limited to GO Bonds, CFDs Bonds, lease financings, including Lease Revenue Bonds, Certificates of Participation, and/or other capital lease-purchase structures for capital facilities, projects and certain capital equipment.
- v. In the event the District has outstanding long-term debt in the form of lease financing structures if and when referendum-approved debt proceeds become available, the District may, if authorized, use a portion of such proceeds to redeem or defease such outstanding debt. In doing so, the District recognizes that voter-approved long-term debt is generally the lowest cost borrowing available to the District.
- vi. **Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)**

5. LIMITATION OF DEBT

- a. The District intends to comply with California Education Code Section 15106, which limits the District's total outstanding debt (i.e., principal portion only) to 2.50% of the assessed valuation of the taxable property of the District. TRANs and lease payment obligations in support of lease financings generally

do not count against this limit except as provided in California Education Code Section 17422.

- b. Limitations on the size of a TRAns issue shall be based on a conservative calculated cash deficit as best known at the time of issue.

6. STRUCTURE OF DEBT ISSUES

- a. Relation of Debt to District Budget – The District shall review and consider its existing capital improvement/facilities plan when issuing debt.
- b. Maturity of Debt – The District shall structure debt to mature in compliance with Section 147 (b) of the Internal Revenue Code (or any successor thereto) and the applicable provisions of both the Education Code and Government Code.
- c. Debt Service Structure – The District shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, provide flexibility, and, as practical, to recapture or achieve its best credit rating for future use. Annual debt service payments shall generally be amortized on a level basis or consistent with either revenue or budget demands, or in the case of GO Bonds, consistent with conservative growth expectations for assessed valuation and taking into consideration both existing and future GO Bond issuances.
- d. Call Provisions – The Superintendent or designee, based upon analysis from the underwriters and financial advisors of the economics of callable versus non-callable features, shall set forth redemption and/or prepayment recommendations for each debt issue.
- e. Credit Enhancement – The District may enter into credit enhancement agreements such as municipal bond insurance, reserve sureties, and letters of credit with commercial banks, municipal bond insurance companies, or other financial entities when such enhancement results in lower borrowing costs, eliminates restrictive covenants, or has a net economic benefit to the debt issuance. The District shall use a competitive process to select providers of such credit enhancements to the extent applicable.

7. SALE OF SECURITIES

- a. Public Sale – There are two methods of a public sale of debt, competitive and negotiated. Preference shall be given to competitive sales. However, both methods of sale shall be considered for all issuance of debt to the extent allowed by law, as each method has the potential to achieve the lowest financing cost given the right conditions.

- i. Competitive Sale – When a competitive bidding process is deemed the most advantageous method of sale for the District, award shall be based upon, among other factors; the lowest offered True Interest Cost (“TIC”).
 - ii. Negotiated Sale – When a negotiated sale process is deemed the most advantageous method of sale for the District, selection shall be based upon, among other factors, qualifications, experience, pricing ability, and fees.
- b. Private Placement – While not used as frequently as negotiated or competitive public sale methods, a private placement sale may be appropriate when the financing can or must be structured for a single or limited number of purchasers.

8. CREDIT RATING AGENCIES

- a. In public issuance of debt, the District shall endeavor to attain the best possible credit rating for each debt issue (with or without credit enhancement).
- b. In private placement, the District will consider the debt issuance on its overall credit rating.
- c. The District shall endeavor to maintain effective relations with credit rating agencies.
- d. The District and its financial advisor shall meet with, make presentations to, or otherwise communicate with the credit rating agencies on a regular basis in order to keep the credit rating agencies informed concerning the District’s capital project plans, debt issuance program, debt management activities, and other appropriate financial information.

9. REFUNDING AND RESTRUCTURING OUTSTANDING DEBT

- a. Whenever deemed to be in the best interest of the District, the District may consider refunding or restructuring outstanding debt. The primary considerations for refunding or restructuring outstanding debt shall be financially advantageous or beneficial structuring.
- b. The financial advantages of refunding outstanding debt shall be based upon a review of a net present value analysis of any proposed refunding in order to make a determination regarding the cost-effectiveness of the proposed refunding.

- i. Generally, the District may initiate a refunding when four (4.00%) percent net present value or greater savings as a percentage of the refunded aggregate principal amount can be achieved.
- ii. The target net present value savings as a percentage of the refunded aggregate principal amount shall be no less than three (3.00%) percent at the time of sale. The Superintendent shall have the discretion to designate a lower percentage savings if more applicable, such as for transactions with only a few years until maturity or for lease financings being defeased or redeemed from proceeds of GO Bonds.

10. INTERNAL CONTROLS

The District shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred. In furtherance of the policy, and in connection with the issuance of all GO Bonds:

- a. As required by Government Code Section 53410, the District shall only use GO Bond proceeds for the purposes approved by the district's voters; and
- b. The Superintendent shall have the responsibility, no less often than annually, to provide to the District's Board of Education a written report which shall contain at least the following information:
 - i. The amount of the Bond proceeds received and expended during the applicable reporting period; and
 - ii. The status of the acquisition, construction or financing of the school facility projects, as identified in any applicable bond measure, with the proceeds of the GO Bonds.

These reports may be combined with other periodic reports which include the same information, including but not limited to, periodic reports made to the California Debt and Investment Advisory Commission, or continuing disclosure reports or other reports made in connection with the GO Bonds. These requirements shall apply only until the earliest of the following: (i) all the GO Bonds are redeemed or defeased, but if the GO Bonds are refunded, such provisions shall apply until all such refunding bonds are redeemed or defeased, or (ii) all proceeds of the GO Bonds, or any investment earnings thereon, are fully expended.

- c. The District shall post on the District website the Annual Report of the District's Independent Bond Oversight Committee which has been given the responsibility to review the expenditure of GO Bond proceeds to assure the

community that all GO Bond funds have been used for the construction, renovation, repair, furnishing and equipping of school facilities, and not used for teacher or administrator salaries or other operating expenses.

- d. The District shall hire an independent auditor to perform an annual independent financial and performance audit of the expenditure of GO Bond proceeds, and to post such audits on the District website.
- e. Written requisitions identifying the amount and purpose of a proposed draw of bond or other debt proceeds shall be signed by a District official and submitted to the appropriate officials at the County of Orange or trustee, as applicable.

11. MISCELLANEOUS

- a. The District acknowledges that the capital marketplace fluctuates, municipal finance products change from time to time, and that issuer and investor supply and demand vary. These fluctuations may produce situations that are not anticipated or covered by this policy. As such, the Board of Education may make exceptions or modifications to this policy to achieve the debt management goals outlined above. Management flexibility is appropriate and necessary in such situations, provided specific authorization is granted by the Board of Education.
- b. The Superintendent may develop additional specific elements of a debt management framework through rules and regulations, which, along with this policy, shall be reviewed periodically in consideration of changing laws, District needs and market conditions.
- c. **With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)**

Legal Reference

This Debt Management Policy has been reviewed by the District's Bond Counsel to ensure compliance with Senate Bill 1029.

Adopted: (2-17) 7-18

ORANGED UNIFIED SCHOOL DISTRICT
Orange, California

Business and Non-Instructional Operations

Risk Management/Insurance

The Board of Education supports a risk management program that protects District resources and promotes the safety of students, staff and the public.

The Superintendent or designee shall establish a risk management program that uses effective safety and loss control practices. The District shall strive to keep its liability at a minimum and its insurance premiums as low as possible while maintaining adequate protection. To determine the most economical means of insuring that the District is consistent with required services, the Superintendent or designee **shall annually review the District's options for obtaining coverage**, including qualified insurance agents, a joint powers agency, self-insurance or a combination of these means.

The insurance program shall include, but not be limited to:

1. Fire and Damage Insurance (building and equipment)
2. Fire & Property Damage Insurance (buses & automotive vehicles)
3. Workers Compensation Insurance
4. Fidelity Bond Insurance
5. Liability Insurance

Where possible, insurance may be placed through:

1. Full time insurance agents who are qualified for the specific insurance program
2. Full time agents who qualify for other requirements which may be established by the District to meet specific situations or needs
3. A joint powers agency
4. Self insurance program

The Board of Education reserves the right to remove an insurance agent-of-record or a participating agent whenever, in the judgment of the Board, such action becomes desirable for the best interests of the District.

Bonding

The Board recognizes that prudent trusteeship of the resources of the District dictate that employees responsible for the safekeeping of District moneys and property be bonded.

The District shall be indemnified against loss of money and property by bonding of employees holding positions which have extensive access to property and money.

Such bonds shall be subsumed under a blanket bond. The Board shall bear the cost of bonding each employee required to be bonded by this policy. (E.C. 41021)

To attempt to minimize the District's exposure to liability, the Board shall adopt clear policies related to discrimination, harassment, safety procedures and the timely handling of claims. The Superintendent or designee shall ensure that these policies and related procedures are enforced fairly and consistently. (cf. 0410 - Nondiscrimination in District Programs and Activities) (cf. 3320 - Claims and Actions against the District) (cf. 4030 - Nondiscrimination in Employment) (cf. 4119.11/4219.11/4319.11 - Sexual Harassment) (cf. 4132/4232/4332- Publication or Creation of Materials) (cf. 4157.1/ 4257.1/4357.1 - Work-Related Injuries) (cf. 4158/4258/4358 - Employee Security) (cf. 5141.4 - Child Abuse Reporting Procedures) (cf. 5145.3 - Nondiscrimination/ Harassment) (cf. 5145.7 - Sexual Harassment) (cf. 6162.6 - Use of Copyrighted Materials) (cf. 9260 - Legal Protection)

Legal Reference:

EDUCATION CODE

17029.5	Contract funding; board liability
17565-17592	Board duties re property maintenance and control
32350	Liability on equipment loaned to District
35162	Power to sue, be sued, hold and convey property
35200-35214	Liabilities, especially:
35208	Liability insurance
35211	Driver training civil liability insurance
35213	Reimbursement for loss, destruction or damage of personal property
35214	Liability self-insurance
35331	Medical or hospital service for students on field trip
39837	Transportation of pupils to places of summer employment
41021	Requirement for employees' indemnity bonds
44873	Qualifications for physician (liability coverage)
49470-49474	District medical services and insurance

GOVERNMENT CODE

820.9	Board members not vicariously liable for injuries caused by District
989-991.2	Local public entity insurance

LABOR CODE

3200-4855	Workers' compensation
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ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88 10-93 7-96 2-06) 7-18

Certificated All Personnel

Recruitment and Selection

The District shall employ the most highly qualified person available for each open position. The Board directs the Superintendent to develop recruitment and selection procedures which include:

1. Assessment of the District's needs to determine those areas where specific skills, knowledge and abilities are lacking.
2. Development of job descriptions which accurately portray the position.
3. Dissemination of vacancy announcements to ensure a wide range of candidates.
4. Screening procedures which will identify the best possible candidates for interviews.
5. Interview procedures which will determine the best qualified candidate for recommendation to the Board.

Staff members involved in the selection process shall recommend only those candidates who meet all qualifications established by law and the Board for a particular position. Nominations for employment shall be based upon appropriate screening devices, interviews, observations and recommendations from previous employers. **All discussions and recommendations shall be confidential in accordance with law.**

~~No inquiry shall be made with regard to the age, sex, race, color, religion, or national origin of a person seeking employment. Questions regarding handicap shall be asked only when directly related to the job.~~

~~During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any information category of discrimination prohibited by state or federal nondiscrimination laws.~~

The Superintendent or designee shall not inquire, orally or in writing, in regard to an applicant's salary history information, including compensation and benefits. He/she shall also not rely on salary history information as a factor in determining whether to offer employment to an applicant or the salary to offer. However, the Superintendent or designee may consider salary information that is disclosable under state or federal law or that the applicant discloses voluntarily and without prompting. Upon request, the Superintendent or designee shall provide the applicant the pay scale for the position to which he/she is applying. (Labor Code 432.3)

Except in the case of a replacement superintendent, no person shall be employed by the Board without a recommendation or endorsement of the Superintendent. The Board shall be presented

with one finalist who may be selected or rejected by the Board. If the candidate is rejected, the Superintendent shall recommend subsequent candidates until the Board selects someone to fill the position. The Board shall make the final decision on the selection of all employees.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination ~~on the basis of sex~~

35035 Responsibilities of Superintendent

44066 Limitations on certification requirement

44259 Teaching credential; exception; designated subjects; minimum requirements

44830-44831 Employment of certificated persons

44858 Age or marital status in ~~employment positions requiring certification~~ **positions qualifications**

44859 Prohibition against certain rules and regulations re residency

45103-45139 Employment (classified employees)

49406 Examination for tuberculosis

GOVERNMENT CODE

815.2 Liability of public entities and public employees

6250-6276.48 Public Records Act

12900-12996 ~~Unlawful employment practices~~ **Fair Employment and Housing Act, including:**

12940-12957 Discrimination prohibited; Unlawful practices, ~~generally~~

~~Title VII, Civil Rights Act as amended by Title IX, Equal Employment Opportunity Act~~

HEALTH AND SAFETY CODE

53570-53574 Teacher Housing Act of 2016

LABOR CODE

432.3 Salary information

UNITED STATES CODE, TITLE 8

1324a — Unlawful employment of aliens

1324b — Unfair immigration related practices

UNITED STATES CODE, TITLE 42

2000d-2000d-7 — Title VI, Civil Rights Act of 1964

2000e-2000e-17 — Title VII, Civil Rights Act of 1964 as amended

2000h-2-2000h-6 — Title IX, 1972 Education Act Amendments

12101-12213 — Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 — Americans with Disabilities Act

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

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

All Personnel

Sexual Harassment

The Board of Education prohibits sexual harassment in the working environment of District employees, interns, volunteers, **contractors**, or applicants by any person in any form.

Any District employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment in violation of this policy is ~~Employees who permit or engage in such harassment may be~~ subject to disciplinary action, up to and including dismissal.

Any employee, intern, volunteer, or applicant for employment who feels that he/she or another individual in the District is being sexually harassed should immediately contact his/her immediate supervisor, principal, other District administrator or the Superintendent or designee to obtain procedures for reporting a complaint. Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

Any supervisor, principal, or other District administrator who receives a harassment complaint shall promptly notify the Superintendent or designee, who shall ensure that the complaint is appropriately investigated.

The District prohibits retaliatory behavior **or action** against any **person who complains, testifies, or otherwise participates** ~~complainant or any participant~~ in the complaint process **established for the purpose of this policy**. All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950 Sexual harassment; distribution of information

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

CODE OF REGULATIONS, TITLE 2

11009 Employment discrimination

11021 Retaliation

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education
11034 Terms, conditions, and privileges of employment
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
UNITED STATES CODE, TITLE 42
2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX, 1972 Education Act Amendments
CODE OF FEDERAL REGULATIONS, TITLE 34
106.9 Dissemination of policy

Adopted: (7-88 11-93 6-06) 8-17) **7-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

All Personnel

Employee Security

The Board desires to provide a safe, orderly working environment for all employees. As part of the District's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for **providing necessary assistance and support when they in the event of an emergency situations occur.** (cf. 3515 - School Safety and Security) (cf. 5131.4 - Campus Disturbances)

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. As appropriate, the Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace.

The Superintendent or designee shall ensure that employees receive training in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques, procedures for responding to an active shooter situation, and crisis resolution.

The Superintendent or designee **also** shall ~~ensure that employees are~~ informed **teachers**, in accordance with law, ~~regarding~~ **of** crimes and offenses **committed** by students who may pose a danger in the classroom.

When violence is directed against an employee by any individual and the employee so notifies the District, the District shall take steps to ensure that appropriate legal measures are instituted. When the employee notifies the District of a threat of bodily harm, the District shall take appropriate measures to enable the employee to request assistance if an attempt occurs on school grounds.

Employees **shall** may not carry or possess pepper spray/~~tear gas weapons~~ on school property or at school activities, **except when authorized by the Superintendent or designee for self-defense purposes. When allowed, an employee may only possess pepper spray in accordance with administrative regulations and Penal Code 22810.** ~~On a case-by-case basis, however, the Superintendent or designee may allow the possession of an approved pepper spray/tear gas weapon that meets the requirements of Penal Code 12403.7 when justified by unusual dangerous circumstances.~~ Any employee who is negligent or careless in the possession or handling of **pepper spray such weapon** shall be subject to appropriate disciplinary measures. (cf. 4118 - Suspension/Disciplinary Action) (cf. 4218 - Dismissal/Suspension/ Disciplinary Action)

The Board requires employees to take immediate action upon being made aware that any person is in possession of a weapon or unauthorized injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the potential danger involved and shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately;
2. Immediately notify the principal, who shall take appropriate action;
3. Immediately call 911 and the principal.

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

Legal Reference:

EDUCATION CODE

32210-32212 Willful disturbance, public schools or meetings

32225-32226 Communication devices

~~35204 Contract with attorney in private practice or use of administrative advisor~~

~~35205 Contract for legal services~~

35208 Liability insurance

35213 Reimbursement for loss, destruction or damage of school property

44014 Report of assault by pupil against school employee

44807 Duty concerning conduct of students

48201 Transfer of student

~~48900-48926 Grounds for s~~Suspension or expulsion

~~48902 Notification of law enforcement authorities if student violates assault or controlled substance provision~~

48904 Parental liability

~~48905 Injury or damage to person or property of school District employee; request for legal action~~

~~49079 Notification to teacher; student who has engaged in acts re: constituting grounds for suspension or expulsion~~

~~49330-49335 Definition of i~~Injurious objects

~~49331 Removal of injurious object from possession of pupil by designated employee~~

GOVERNMENT CODE

995-996.4 Defense of public employees

3543.2 Scope of representation

PENAL CODE

71 Threatening public officers and employees and school officials

240-~~246.3~~ **Definition of a Assault and battery, especially:**

~~241.2 Assault on school or park property against any person~~

241.3 Assault against school bus drivers

241.6 Assault on school employee including board member

~~242 Definition of battery~~

~~243 Battery; definition of "injury" and "serious bodily injury"~~

~~243.2 Battery on school or park property against any person~~

243.3 Battery against school bus drivers

243.6 Battery against school employee including board member

245.5 Assault with deadly weapon; school employee including board member

290 Registration of sex offenders

601 Trespass by person making credible threat

~~626.9 Gun-Free School Zone Act of 1995~~

~~626.10 Exceptions to bringing weapons on school grounds~~

626-626.11 School crimes

646.9 Stalking

~~12403.7 Weapons approved for self defense~~

22810 Purchase, possession, and use of tear gas

CIVIL CODE

51.7 Freedom from violence or intimidation

CODE OF CIVIL PROCEDURE

527.8 Workplace violence safety act

WELFARE AND INSTITUTIONS CODE

827 Juvenile court proceedings; reports; confidentiality

828.1 District police or security department, disclosure of juvenile records

Adopted: (7-96) 6-06) 7-18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Classified PersonnelRecruitment and Selection

~~To secure quality personnel, the District shall maintain an effective recruitment program based upon alertness to good candidates, initiative that results in prompt action, and good personnel practices in dealing with applicants.~~

~~The Superintendent or designee shall determine the personnel needs of the District. He/she shall locate suitable candidates and make recommendations to the Board for employment.~~

~~No inquiry shall be made with regard to the age, race, color, religion, sex or national origin of persons proposed for or seeking employment. Questions regarding handicap shall be asked only when directly related to the job. (cf. 4111.1/4211.1—Affirmative Action)~~

~~District employment practices shall not discriminate against authorized aliens. Legally required inquiries to assure employment eligibility status shall be made in accordance with Board policy and administrative regulation. (cf. 4111.2/4211.1/4311.2—Legal Status Requirements)~~

~~The Superintendent or designee shall ensure that persons nominated for employment meet all qualifications established by law and by the Board. (cf. 4112.4/4212.4/4312.4—Health Examinations)~~

Legal Reference:

EDUCATION CODE

200-261 Prohibition of discrimination on the basis of sex

44066 Limitations on certification requirements

45103-45138 Employment (classified employees)

49406 Examination for tuberculosis

CODE OF REGULATIONS, TITLE 5

30-31 Affirmative Action Employment Programs

TITLE VII, Civil Rights Act as amended by Title IX, Equal Employment Opportunity ActIMMIGRATION REFORM AND CONTROL ACT OF 1986

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88-11-93) 6-06

StudentsStudent and Family Privacy Rights

The Board of Education respects the rights of District students and their parents/guardians with regard to the privacy of their personal beliefs and the confidentiality of their personal information.

The Superintendent or designee ~~shall develop regulations to ensure compliance with law when the District requests, retains, discloses, or otherwise uses the personal information of its students and their families.~~ **may collect, disclose, or use students' personal information for the exclusive purpose of developing, evaluating, or providing educational products or services for or two students or educational institutions, such as the following:**

~~The regulations shall, at a minimum, address the following:~~

- ~~1. Whether the District may collect the personal information of students for marketing or sale~~
 - ~~2. How the District will administer surveys that may request information about the personal beliefs and practices of students and their families~~
 - ~~3. The rights of parents/guardians to inspect:

 - ~~a. Survey instruments requesting information about their personal beliefs and practices or those of their children~~
 - ~~b. Instructional materials used as part of their children's educational curriculum~~~~
 - ~~4. Whether the District may administer any nonemergency invasive physical examination or screening~~
 - ~~5. Notifications that the District will provide to students and parents/guardians with respect to their privacy rights~~
- 1. College or other postsecondary education recruitment or military recruitment**
 - 2. Book clubs, magazines, and programs providing access to low-cost literary products**
 - 3. Curriculum and instructional materials used by elementary and secondary schools**
 - 4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments**
 - 5. The sale by students of products or services to raise funds for school-related or education-related activities**
 - 6. Student recognition programs**

The Superintendent or designee is prohibited from collecting, disclosing, or using a student's individually identifiable information, including his/her name, parent/guardian's name, home or other physical address, telephone number, or social security number, for the purpose of marketing or selling that information or providing the information to others for that purpose.

Legal Reference:

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status

49076.7 Privacy of student records; social security numbers

49450-49457 8 Physical examinations

49602 Confidentiality of personal information received during counseling

51101 Parents Rights Act of 2002

51513 Test, questionnaire, survey, or examination concerning personal beliefs

51514 Nonremoval of survey questions pertaining to sexual orientation or gender identity

51938 Sexual Health and HIV/AIDS Prevention Education Act; notice and parental excuse

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of pupil rights

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (5-07 9-14) 7/18

StudentsAdmission

The Board of Education encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of students entering a District school at any grade level about admission requirements and shall assist them with enrollment procedures.

The Superintendent or designee shall announce and publicize the timeline and process for registration of students at district schools. Applications for intradistrict or interdistrict enrollment shall be subject to the timelines specified in applicable Board policies and administrative regulations.

All appropriate staff shall receive training on district admission policies and procedures, including information regarding the types of documentation that can and cannot be requested.

The district's enrollment application shall include information about the health care options and enrollment assistance available to families within the district. The district shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)

Before enrolling any child in a District school, the Superintendent or designee shall verify the ~~student's~~ **child's** age, residency, immunization, and any other applicable eligibility criteria specified in law, **the accompanying administrative regulation, or other applicable** ~~and in~~ Board policies ~~and~~ or administrative regulations.

The District shall not inquire into or request documentation of a student's social security number or the last four digits of the social security number or the citizenship or immigration status of the student or his/her family members. (Education Code 234.7, 49076.7)

However, such information may be collected when required by state or federal law or to comply with requirements for special state or federal programs. In any such situation, the information shall be collected separately from the school enrollment process and the Superintendent or designee shall explain the limited purpose for which the information is collected. Enrollment in a district school shall not be denied on the basis of any such information of the student or his/her parents/guardians obtained by the district, or the student's or parent/guardian's refusal to provide such information to the district.

School registration information shall list all possible means of documenting a child's age for grades K-1 as authorized by Education Code 48002 or otherwise prescribed by the Board. Any alternative document allowed by the district shall be one that all persons can obtain regardless of immigration status, citizenship status, or national origin and shall not reveal information related to citizenship or immigrant status.

~~Federal and state law require the~~ **The Superintendent or designee** shall immediately enrollment of a homeless youth student, (42 USC 11432) and foster youth, (Education Code 48853.5) **student who has had contact with the juvenile justice system, or a child of a military family** regardless of their ability to provide the school with records normally required for enrollment. In addition, Education Code 49701 requires the District to facilitate the enrollment of children of military families ~~is not delayed because of outstanding fees or fines owed to the child's last school,~~ **lack of clothing normally required by the school, such as school uniforms** or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.

~~In addition, no child shall be denied enrollment in a District school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)~~

~~When enrolling in any District school, including a school in their attendance area, children whose parents/guardians reside within District boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the District or who are not otherwise eligible for enrollment in the District may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.~~

~~The District's enrollment application shall include information about the health care options and enrollment assistance available to families within the District. The District shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)~~

Legal Reference:

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status

46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten

46600 Agreements for admission of pupils desiring interdistrict attendance

48000 Minimum age of admission (kindergarten)

48002 Evidence of minimum age required to enter kindergarten or first grade

48010 Minimum age of admission (first grade)

48011 Admission from kindergarten or other school; minimum age
48050-48053 Nonresidents
48200 Children between ages of 6 and 16 years (compulsory full-time education)
48350-48361 Open Enrollment Act
48645.5 Enrollment of former juvenile court school students
48850-48859 Educational placement of **homeless and** foster youth
49076 Access to records by persons without written consent or under judicial order
49076.7 Student records; data privacy; social security numbers
49408 Information of use in emergencies
49452.9 Health care coverage options and enrollment assistance
49700-49704 Education of children of military families
HEALTH & SAFETY CODE
120325-120380 Education and child care facility immunization requirements
121475-121520 Tuberculosis tests for students
CODE OF REGULATIONS, TITLE 5
200 Promotion from kindergarten to first grade
201 Admission to high school
CODE OF REGULATIONS, TITLE 17
6000-6075 School attendance immunization requirements
CODE OF REGULATIONS, TITLE 17
6000-6075 School attendance immunization requirements
UNITED STATES CODE, TITLE 5
552a Note Refusal to disclose social security number
UNITED STATES CODE, TITLE 42
11431-11435 McKinney Homeless Assistance Act
COURT DECISIONS
Plyler v. Doe, 457 U.S. 202 (1982)

Adopted: (4-94 5-07 8/15) 7/18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Students

District Residency

The Board of Education desires to admit all students who reside within district boundaries or who fulfill the district residency requirements through other means as allowed by law. The Superintendent or designee shall develop procedures to facilitate the receipt and verification of students' proof of residency.

The Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980)

When establishing students' residency for enrollment purposes, the Superintendent or designee shall not inquire into the citizenship or immigration status of students or their family members.

A student's enrollment may be denied when the submitted documentation is insufficient to establish district residency. In any such case, the Superintendent or designee shall notify the parent/guardian in writing, including specific reasons for the denial.

Investigation of Residency

When the Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts to determine that the student meets district residency requirements. An investigation may be initiated when the Superintendent or designee is able to identify specific, articulable facts supporting the belief that the parent/guardian has provided false or unreliable evidence of residency. (Education Code 48204.1, 48204.2)

The Superintendent or designee may assign a trained district employee to conduct the investigation. The investigation may include the examination of records, including public records, and/or interviews of persons who may have knowledge of the student's residency.

If necessary, the Superintendent or designee may employ the services of a private investigator to conduct the investigation. Before hiring a private investigator, the Superintendent or designee shall make other reasonable efforts to determine whether the student resides in the district. (Education Code 48204.2)

The investigation shall not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, the use of technology is not prohibited if done in open and public view. (Education Code 48204.2)

Any employee or contractor engaged in the investigation shall truthfully identify himself/herself as an investigator to individuals contacted or interviewed during the course of the investigation. (Education Code 48204.2)

Appeal of Enrollment Denial

If the Superintendent or designee, upon investigation, determines that a student does not meet district residency requirements and denies the student's enrollment in the district, he/she shall provide the student's parent/guardian an opportunity to appeal that determination. (Education Code 48204.2)

The Superintendent or designee shall send the student's parent/guardian written notice specifying the basis for the district's determination. This notice shall also inform the parent/guardian that he/she may, within 10 school days, appeal the decision and provide new evidence of residency.

The burden shall be on the parent/guardian to show why the district's determination to deny enrollment should be overruled. (Education Code 48204.2)

A student who is currently enrolled in the district shall be allowed to remain in attendance at his/her school pending the results of the appeal. A student who is not currently enrolled in the district shall not be permitted to attend any district school unless his/her appeal is successful.

In an appeal to the Superintendent of a determination that district residency requirements were not met, the Superintendent shall review any evidence provided by the parent/guardian or obtained during the district's investigation and shall make a decision within 10 school days of receipt of the parent/guardian's request for the appeal. The Superintendent's decision shall be final.

Enrollment Not Requiring District Residency

When approved by the Board and the appropriate agency, the district may enroll students from other countries who are in the United States on an F-1 visa or are participating in an international exchange program under the sponsorship of a government-approved agency.

Legal Reference:

EDUCATION CODE

220 Prohibition of discrimination

234.7 Student protections relating to immigration and citizenship status

35160.5 Intradistrict open enrollment

35351 Assignment of students to particular schools

46600-46611 Interdistrict attendance permits

48050-48054 Nonresidents
48200-48208 Compulsory education law, especially:
48204 Residency requirements
48204.1-48204.4 Evidence of residency
48300-48317 Student attendance alternatives, school district of choice program
48350-48361 Open Enrollment Act transfers
48645.5 Former juvenile court school students, enrollment
48852.7 Education of homeless students; immediate enrollment
48853.5 Education of foster youth; immediate enrollment
48980 Notifications at beginning of term
52317 Regional occupational program, admission of persons including nonresidents

FAMILY CODE

6550-6552 Caregivers

GOVERNMENT CODE

6205-6210 Confidentiality of residence for victims of domestic violence

CODE OF REGULATIONS, TITLE 5

432 Retention of student records

UNITED STATES CODE, TITLE 8

1229c Immigration and Nationality Act

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

COURT DECISIONS

Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47

Plyler v. Doe, 457 U.S. 202 (1982)

Adopted: 7-18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsStudent Records

The Board of Education recognizes the importance of keeping accurate, comprehensive student records as required by law. The Superintendent or designee shall **establish ensure that the District's administrative regulations governing the identification, collection, retention, and security of student records. These regulations shall ensure the rights of authorized persons to have timely access to student records while and school site procedures for maintaining the confidentiality of student records are consistent with state and federal law.**

~~The Superintendent or designee shall establish regulations governing the identification, description and security of student records, as well as timely access for authorized persons. These regulations shall ensure parental rights to review, inspect, and copy student records and shall protect the student and the student's family from invasion of privacy.~~

The Superintendent or designee shall designate a certificated employee to serve as custodian of records, with responsibility for student records at the District level. At each school, the principal or a certificated designee shall **be designated** as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

All appropriate personnel shall receive training regarding district policies and procedures for gathering and handling sensitive student information.

The district shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

No information or documents regarding the citizenship or immigration status of students or their family members shall be collected, except as required by state or federal law or as required to administer a state or federally supported educational program. The Superintendent or designee shall not disclose student records to a person, agency, or organization for immigration enforcement purposes without parental consent, a court order, or a judicial subpoena. If a district employee receives such a request, he/she shall immediately report the request to the Superintendent. The Superintendent shall report the request to the Board in a timely manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

The Superintendent or designee shall not compile a list, registry, or database based on students' national origin, ethnicity, or religious belief, practice, or affiliation, nor shall he/she disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database for purposes of immigration enforcement. Such information may only be compiled or exchanged with other local, state, or federal agencies if the information is aggregated and is not personally identifiable. (Government Code 8310.3)

Student Records from Social Media

The Superintendent or designee may gather and maintain information from the social media of any district student, provided that the district first notifies students and parents/guardians about the proposed program, offers an opportunity for public comment at a regularly scheduled Board meeting, and gathers only information that directly pertains to school safety or student safety. (Education Code 49073.6)

Contract for Digital Storage, Management, and Retrieval of Student Records

The Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

Legal Reference:

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status

17604 Contracts

48201 Student records for transfer students who have been suspended/expelled

48853.5 Foster youth; placement, immunizations

48902 Notification of law enforcement of specified violations

48904-48904.3 Withholding grades, diplomas, or transcripts of pupils causing property damage or injury; transfer of pupils to new school Districts; notice to rescind decision to withhold

48918 Rules governing expulsion procedures

48980 Parental notifications

48985 Notices in parent/guardian's primary language

49060-49079 ~~Pupil~~ **Student** records

49091.14 Parental review of curriculum

51747 Independent study ~~programs~~

56041.5 Rights of students with disabilities

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grade point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

22586-22587 Early Learning Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

6552 Caregiver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual student records

16020-16027 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

UNITED STATES CODE, TITLE 42

11434a McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

300.501 Opportunity to examine records for parents of student with disability

Adopted: (7-88 4-94 8-03 6-07 8-12 08-15) **7-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsBullying

The Board of Education recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No ~~student~~ **individual** or group of ~~students~~ shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, **retaliate**, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

Cyberbullying includes the **electronic creation or transmission** of harassing communications, direct threats, or other harmful texts, sounds, or images ~~on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device.~~ **as defined in Education Code 48900.** Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Strategies for **addressing bullying in District schools** ~~prevention and intervention~~ shall be developed with involvement of key stakeholders **including students, parents/guardians, and staff, and may be incorporated into the** ~~in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such~~ **the local control and accountability plan, and other applicable district and school plans.**

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

Bullying Prevention

To the extent possible, District ~~and schools~~ ~~strategies~~ shall focus on prevention of bullying by establishing clear rules for student conduct and **implementing** strategies to **promote** ~~establish~~ a positive, collabor-ative school climate. Students shall be informed through student handbooks and other appropriate means of District and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

As appropriate, ~~the District may~~ **shall** provide students with instruction, in the classroom or other educational settings, that promotes **social-emotional learning** effective communication and conflict resolution skills, ~~social skills~~, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

Such instruction shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.

~~School staff~~ **The Superintendent or designee** shall ~~receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.~~ **provide training to teachers and other school staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to:**

1. **Discuss the diversity of the student body and school community, including their varying immigration experiences**
2. **Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims**
3. **Identify the signs of bullying or harassing behavior**
4. **Take immediate corrective action when bullying is observed**
5. **Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior**

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, or cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. ~~School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)~~ In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

As ~~When~~ **appropriate, based on the severity or pervasiveness of the bullying,** the Superintendent or designee shall notify the parents/guardians of victims and perpetrators **and** ~~He/she also may involve school counselors, mental health counselors, and/or~~ **contact** law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

Reporting and Filing of Complaints and Investigation

~~Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with site level grievance procedures specified in AR 5145.7 – Sexual Harassment.~~

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a compliance officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.

Within two business days of receiving a report of bullying, the principal shall notify the district compliance officer identified in AR 1312.3 - Uniform Complaint Procedures.

~~When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.~~

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages ~~sent to them that~~ they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. ~~If the~~ **When** a student is using a social networking site or service to bully or harass another student, the Superintendent or designee shall file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Investigation and Resolution of Complaints

Any complaint of bullying shall be investigated and, if determined to be discriminatory,

resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3.

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Discipline

~~Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which~~ **Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900,** may include suspension or expulsion, in accordance with District policies and regulations.

Legal Reference

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Adopted: (8-12 02-15) 7/18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsNondiscrimination/Harassment

The Board of Education desires to provide a safe school environment that allows all students equal access and opportunities in the District's academic, **extracurricular** and other educational support programs, services, and activities. The Board prohibits, at any District school or school activity, unlawful discrimination, **including discriminatory** harassment, intimidation, and bullying **targeted of at any student by anyone**, based on the student's actual race or **perceived race**, color, ancestry, **nationality**, national origin, **immigration status**, ethnic group identification, **ethnicity**, **age**, **religion**, **marital status**, **pregnancy**, **parental status**, **physical or mental or physical disability**, ~~religion, age, marital or parental status~~, sex, sexual orientation, gender, ~~(including gender identity, gender expression, or gender transition~~ **genetic information**, ~~transgender status, and nonconformity with sex stereotypes)~~; ~~the perception of one or more of such characteristics~~; or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a District school, ~~(Education Code 234.1)~~ **and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.**

~~Prohibited~~ **Unlawful** discrimination, **including discriminatory** harassment, intimidation, or bullying ~~includes~~ **may result from** physical, verbal, nonverbal, or written conduct based on one of the categories listed above. **Unlawful discrimination also includes the creation of a hostile environment through prohibited conduct that is so severe, persistent, or that is so severe and pervasive** that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any ~~student~~ **individual** who ~~files a complaint or report regarding an incident~~ **reports or participates in the reporting of unlawful** discrimination, harassment, intimidation, or bullying, **files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.**

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the District's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the District's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in **unlawful** discrimination, **including discriminatory** harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline. Any employee who permits or engages in prohibited discrimination, **including discriminatory** harassment, intimidation, ~~bullying~~, or retaliation, **or bullying**, shall be subject to disciplinary action, up to and including dismissal.

Grievance Procedures

~~The following position is designated Coordinator for Nondiscrimination to handle complaints regarding discrimination, harassment, intimidation, or bullying, and to answer inquiries regarding the District's nondiscrimination policies:~~

~~Deputy Superintendent, Educational Services
1401 N. Handy Street
Orange, CA 92867
714-628-4466~~

~~Any student who feels that he/she has been subjected to discrimination, harassment, intimidation, or bullying should immediately contact the Coordinator, the principal, or any other staff member. In addition, any student who observes any such incident should report the incident to the Coordinator or principal, whether or not the victim files a complaint.~~

~~Any school employee who observes an incident of discrimination, harassment, intimidation, or bullying shall report the incident to the Coordinator or principal, whether or not the victim files a complaint.~~

~~In addition, the employee shall immediately intervene when safe to do so. (Education Code 234.1)~~

~~Upon receiving a complaint of discrimination, harassment, intimidation, or bullying, the Coordinator or designee shall immediately investigate the complaint in accordance with the site-level grievance procedures specified in AR 5145.7 – Sexual Harassment.~~

~~Within 30 days of receiving the District's report, the complainant may appeal to the Superintendent if he/she disagrees with the resolution of the complaint.~~

~~The Superintendent or designee shall ensure that the student handbook clearly describes the District's nondiscrimination policy, procedures for filing a complaint regarding discrimination, harassment, intimidation, or bullying, and the resources that are available to students who feel that they have been the victim of any such behavior. The District's policy shall also be posted on the District web site or any other location that is easily accessible to students.~~

~~When required pursuant to Education Code 48985, complaint forms shall be translated into the student's primary language.~~

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment ~~or intimidation~~

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

48985 Translation of notices

49020-49023 Athletic programs

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

PENAL CODE

422.55 Definition of hate crimes

422.6 ~~Prohibition of hate~~ **Crimes, harassment**

CODE OF REGULATIONS, TITLE 5

432 Student Record

4600 – 468770 Uniform Complaint Procedures

4900-4965 Nondiscrimination in Eelementary and Ssecondary Eeducational Pprograms

UNITED STATES CODE, TITLE 20

1681 - 1688 Title IX, Education Act Amendments of 1972

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI, and Title VII, Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

Code of Federal Regulations, Title 34

99.31 Disclosure of personally identifiable information

100.3 Prohibition of discrimination on the basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

Adopted: (7-88 4-94 7-96 6-04 6-07 8-12 9-14) **7-18**

ORANGE UNIFIED SCHOOL DISTRICT

Orange, California

StudentsParental Notifications Required by Law

The Board of Education ~~recognizes that notifications required by law are a part of the communication essential~~ **desires to promote effective communication** between the ~~home and the school~~ **school and the home and to keep parents/guardians informed regarding educational programs, school operations, and the legal rights of students and their parents/guardians.** The Superintendent or designee shall send ~~students and parents/guardians~~ **parents/guardians and students** all notifications required by law, ~~including notifications about legal rights,~~ and any other notifications he/she believes will promote parental understanding and involvement.

~~The Superintendent or designee shall determine the primary language of each student enrolled in the District. When 15 percent or more of students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parents/guardians of these students shall also be written in the primary language and may be answered by the parent/guardian in either language. (E.C. 48985, 52164, 52164.1)~~

Notice of the rights and responsibilities of parents/guardians as specified in Education Code 48980 shall be sent at the beginning of each academic year and may be provided by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used by the district for written communication with parents/guardians. (Education Code 48981)

No activity specified in Education Code 48980 shall be undertaken with respect to any particular student unless his/her parent/guardian has been informed of such action through the annual notification or other separate special notification. Such notice shall state the activity that will be undertaken and the approximate date on which the activity will occur. (Education Code 48983-48984)

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgment of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld. (Education Code 48982)

~~Whenever a teacher learns that a student's parent/guardian is for any reason unable to understand the District's printed notifications, the principal or designee may assist the parent/guardian in establishing other appropriate means of communication.~~ **student enrolls in a district school during the school year, his/her parents/guardians shall be given all required parental notifications at that time.**

Notifications shall be presented in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians can understand.

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices sent to the parent/guardian of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

Whenever an employee learns that a student's parent/guardian is unable to understand the district's printed notifications for any reason, he/she shall inform the principal or designee, who shall work with the parent/guardian to establish other appropriate means of communication.

Legal Reference:

EDUCATION CODE

221.5 Prohibited sex discrimination

231.5 Sexual harassment policy

234.7 Student protections relating to immigration and citizenship status

~~262.3 Appeals; information re availability of civil remedies for discrimination complaints;~~
information regarding availability of civil remedies

~~310 Structured English Immersion Program~~ **Language acquisition programs**

313 Reclassification of English learners, parental consultation

313.2 Long-term English learner, notification

440 English language proficiency assessment; instruction in English language development

8483 Before/after school program; enrollment priorities

~~17288 Students; school buildings~~ **Building standards for university campuses**

17611.5- 17612 Notification of pesticide use

32221.5 Insurance for athletic team members

~~32243 Childhood lead poisoning prevention act~~

32255-32255.6 Right to refuse harmful or destructive use of animals

32390 Fingerprint program; contracts; funding; consent of parent/guardian; ~~mailing of documents containing fingerprints to parent/guardian~~

33479.3 The Eric Paredes Sudden Cardiac Arrest Prevention Act

35160.5 Extracurricular and cocurricular activities

35178.4 Notice of accreditation status

35182.5 Advertising in the classroom

35183 School dress codes; uniforms

35186 Complaints concerning deficiencies in instructional materials and facilities

35211 Driver training; district insurance, parent/guardian liability

35256 School accountability report card

35258 School Accountability Report Card

35291 **Rules for student discipline**

37616 Consultation **regarding year-round schedule**

~~35291.5 Rules and procedures on school discipline~~

~~37616 Consultation~~

39831.5 School bus rider rules and information

44050 Employee codes of conduct, employee interactions with students

- 44808.5 Permission to leave school grounds
- 46010.1 Notice to pupils in grades 7 to 12 and parent and guardian; excuse of pupil to obtain ~~confidential medical services without consent of parent~~ **regarding excuse to obtain confidential medical services**
- ~~46010.5 Immunization~~
- 46014 Regulations regarding absences for religious purposes
- 46600-46611 Interdistrict attendance agreements ~~especially:~~
- ~~46601 Failure to approve interdistrict attendance~~
- 48000 Minimum age of admission
- 48070.5 Promotion or retention of students
- 48204 Residency requirements
- 48205 Absence for personal reasons
- 48206.3 Pupils with temporary disabilities; individual instruction; definitions; ~~computing average daily attendance~~
- ~~48207 Pupils with temporary disabilities in hospitals outside of school District; compliance with residency requirements~~
- 48208 Presence of pupils with temporary disabilities in qualifying hospitals; notice by parent/guardian; commencement of individualized instruction
- 48207-48208 Students with temporary disabilities in hospitals**
- 48213 **Prior** notice to parent or guardian of exclusion from attendance
- 48216 Immunization
- 48260.5 Notice to parent ~~re~~ **regarding** truancy
- 48262 Need for parent conference regarding truancy**
- 48263 Referral to **SARB school attendance review board** or probation department
- 48301 Interdistrict transfers**
- 48350-48361 Open Enrollment Act**
- 48354 Option to transfer from school identified under Open Enrollment Act**
- 48357 Status of application for transfer from school identified under Open Enrollment Act**
- 48412 Certificate of proficiency**
- 48432.3 Voluntary enrollment in continuation education**
- 48432.5 Involuntary transfers of pupils
- ~~48637.1 Notice of intended assignment~~
- 48850-48859 Education of foster youth and homeless students**
- 48900.1 ~~Attendance of suspended child's parent or guardian for portion of school day~~ **Parental attendance required after suspension**
- 48904 Liability of parent/guardian for willful **pupil student** misconduct; ~~withholding of grades, diploma and transcripts; voluntary work program~~
- 48904.3 Withholding grades, diplomas or transcripts
- 48906 Notification of release of **pupil student** to peace officer
- 48911 Notification in case of suspension
- 48911.1 Assignment to supervised suspension classroom**
- 48912 Closed sessions; consideration of suspension
- 48915.1 Expelled individuals: enrollment in another district
- 48916 Readmission procedures
- ~~48915.5 Notice of intent to conduct pre-expulsion assessment~~
- ~~48916 Readmission procedures~~

- 48918 Rules governing expulsion procedures
- 48929 Transfer of student convicted of violent felony or misdemeanor**
- 48980 Required notification at beginning of term
- 48980.3 Notification of pesticide use**
- 48981 Time and means of notification
- 48982 ~~Signature; return to school; effect of signature~~ **Parent signature acknowledging receipt of notice**
- 48983 Contents of notice
- 48984 Activities prohibited unless notice given
- 48985 Notices to parents in language other than English
- 48987 Child abuse information
- 49013 Use of uniform complaint procedures for complaints regarding student fees**
- 49063 Notification of parental ~~of their~~ rights
- 49067 ~~Regulations regarding pupil's achievement~~ **Student evaluation; student in danger of failing course**
- 49068 Transfer of permanent enrollment and scholarship record
- 49069 Absolute right to access
- 49070 Challenging content of **student** records
- 49073 Release of directory information
- 49073.6 Student records, social media**
- 49076 Access to student records
- 49077 Access to information concerning a student in compliance with court order; ~~notice to parents and pupil~~
- ~~49091.14 Prospectus~~
- ~~49302 Parental consent~~
- ~~49332 Notifications of parent/guardian; retention of object by school personnel; release~~
- 49403 Cooperation in control of communicable disease and immunization of pupils-
- 49423 Administration of prescribed medication for ~~pupil~~ **student**
- 49451 Physical examinations: parent's refusal to consent
- 49452.5 Screening for scoliosis
- 49452.7 Information on type 2 diabetes
- 49452.8 Oral health assessment
- ~~49455 Vision appraisal~~
- ~~49456 Report to parent~~ **Results of vision or hearing test**
- ~~49470 Medical and hospital services for athletic program~~
- ~~49471 Medical and hospital service not provided or available~~
- ~~49472 Medical and hospital services for pupils-~~
- 49471-49472 Insurance**
- ~~49473 Distribution of printed matter regarding medical and hospital services-~~
- 49475 Student athletes; concussions and head injuries**
- ~~49480 Continuing medication regimen for non-episodic conditions; required notice to school employees-~~
- 49510-49520 Duffy-Moscone Family Nutrition Education and Services Act of 1970
- 49557.5 Child Hunger Prevention and Fair Treatment Act of 2017; notice of negative balance in meal account**
- 51225.1 Exemption from district graduation requirements**

51225.2 Course credits; foster youth, homeless youth, former juvenile court school students and military-connected students

51225.3 Graduation requirements; courses that satisfy college entrance criteria

51229 Course of study for grades 7-12

51513 Personal beliefs; privacy

~~51201.5 Instruction on AIDS and AIDS prevention~~

~~51216 Pupil proficiency; assessment; conference to further pupil's progress; instruction in basic skill for pupil not demonstrating sufficient progress~~

~~51240 Exeuse from health instruction and family life and sex education due to religious beliefs~~

~~51513 Personal beliefs~~

51938 HIV/AIDS and sexual health instruction

~~52053.5 Focus school identification~~

52164 **Language** € census

52164.1 Census-taking methods; determination of primary language; ~~inspection of instructional material; consensual pupil participation~~ **assessment of language skills**

52164.3 Reassessment of English learners; notification of results

~~52173 Consultation with parents or guardians; notice to parents or guardians; withdrawal of pupil from program~~

54444.2 Migrant education programs; parent involvement

~~56000-56885 Special education, especially~~

56301 Child-find system; **policies regarding written notification rights**

56321 Special education; proposed assessment plan

~~56321.5 Right to electronically record meetings~~

56321.5-56321.6 Notice of parent rights pertaining to special education

56329 Written notice of right to findings; independent assessment

~~56341 Individualized education program team~~

56341.1 Development of individualized education program; right to audio record meeting

56341.5 Individualized education program team meetings

56343.5 **IEP Individualized education program** meetings

~~56346 Parental notice and consent to special education program~~

~~56366 Nonpublic, nonsectarian schools; contracts~~

~~56380 Notice of right to request IEP review~~

~~56500.3 Dispute resolution; mediation~~

~~56501 Due process hearing procedure~~

~~56502 Requests for due process hearings; informal meeting; notice to parties; availability of services within geographical area~~

~~56504 Examination of school records~~

~~56506 Due process rights~~

~~56507 State hearing; use of attorney~~

56521.1 Behavioral intervention

58501 Alternative schools: notice required prior to establishment

60615 Exemption from state assessment

60641 California Assessment of Student Performance and Progress

69432.9 Submission of grade point average to Cal Grant program

CIVIL CODE

1798.29 District records, breach of security

HEALTH AND SAFETY CODE

1596.857 Right to enter child care facility

104420 Tobacco use prevention

104855 Availability of topical fluoride treatment

116277 Lead testing of school drinking water

~~124085 Certificate of receipt; health screening and evaluation services; waiver by parent/guardian~~

~~120325-120380 Immunizations~~

120365-120375 Immunizations

~~124100 School Districts and private schools; information to parents or guardians of kindergarten children; withholding of average daily attendance funds~~

120440 Sharing immunization information

124100-124105 Health screening and immunizations

PENAL CODE

~~626.1-626.11 Summary of law pertaining to crimes on school grounds~~

626.81 Notice of permission granted to sex offender to volunteer on campus

~~627.5-627.10 Summary of law pertaining to access to school premises; Hearing request following denial or revocation of registration~~

WELFARE AND INSTITUTIONS CODE

~~18976.5 Parental notice; right of refusal to participate~~

CODE OF REGULATIONS, TITLE 5

852 Exemptions from state assessments

~~863 Standardized Testing and Reporting Program~~ **Reports of state assessment results**

3052 Behavioral intervention

~~3831 General standards (Gifted and Talented Program)~~

~~4622 Notice requirements and recipients~~ **Notification of uniform complaint procedures**

~~4631 Responsibilities of the local agency~~ **Uniform complaint procedures; notification of decision and right to appeal**

4702 Student transfer from school identified under Open Enrollment Act

4917 Notification of sexual harassment policy

11303 Reclassification of English learners

11511.5 English language proficiency assessment; test results

11523 Notice of proficiency examinations (HS)

~~18066 Child care Ppolicies and procedures absences for child care regarding excused and unexcused absences~~

18094-18095 Notice of Action; child care services

18114 Notice of delinquent fees; child care services

18118-18119 Notice of Action; child care services

CODE OF REGULATIONS, TITLE 17

2951 Hearing tests

6040 Time period to obtain needed immunizations

UNITED STATES CODE, TITLE 20

~~1224, 1232g, Family Educational and Privacy Rights Act of 1974~~

1232h Privacy rights

~~1231g, 1681 et seq., Title IX, discrimination based on sex or blindness~~

1415 Procedural safeguards

6311 State plans

6312 Local education agency plans
6316 Academic assessment and local education agency school improvement
6318 Parental involvement and family engagement
7908 Armed forces recruiter access to students
UNITED STATES CODE, TITLE 29
721, 761, Section 504, Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000e et seq., Title VI, Civil Rights Act of 1964
1758 Child nutrition programs
11431-11435 McKinney-Vento Homeless Assistance Act
CODE OF FEDERAL REGULATIONS, TITLE 7
245.5 Eligibility criteria for free and reduced-price meals
245.6a Verification of eligibility for free and reduced-price meals
CODE OF FEDERAL REGULATIONS, TITLE 34
99.7 Student records, annual notification
99.30 ~~Prior consent~~ **Disclosure of personally identifiable information**
99.34 Student records, disclosure to other educational agencies
99.37 Disclosure of directory information
104.32 District responsibility to provide free appropriate public education
104.36 Procedural safeguards
104.8 Nondiscrimination
106.8 ~~Notification re Title IX coordinator~~
106.9 ~~Notification of~~ **Dissemination of policy**, nondiscrimination on basis of sex
200.48 Teacher qualifications
300.300 Parent consent for special education evaluation
300.322 Parent participation in IEP team meetings
300.502 Independent educational evaluation of student with disability
300.503 Prior written notice **regarding identification, evaluation, or placement of student with disability**
300.504 Procedural safeguards notice **for students with disabilities**
300.508 Due process complaint
300.530 Discipline procedures
CODE OF FEDERAL REGULATIONS, TITLE 40
763.84 Asbestos inspections, response actions and post-response actions
763.93 ~~Asbestos M~~ **Asbestos management plans**

Adopted: (7-88 4-94 7-96 6-07 8-12) 7/18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsHate-Motivated Behavior

~~In order to create a safe learning environment for all students, †The Board of Education desires is~~ **committed** to providing a safe learning environment that protects ~~the right of every students to be free from~~ **discrimination, harassment, intimidation, bullying and other hate-motivated behavior motivated by a person's hostility towards another person's real or perceived ethnicity, national origin, immigrant status, sex, gender, sexual orientation, religious belief, age, disability, or any other physical or cultural characteristic.** ~~and will promote harmonious relationships among students so as to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The District prohibits discriminatory behavior or statements that degrade an individual on the basis of his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.~~

~~California Association of Human Relations Organizations conducts activities designed to protect human and civil rights through networks of collaborations that reduce community tension and build intergroup relationships~~

The Superintendent or designee shall collaborate with regional programs and community organizations to promote safe environments for youth. ~~These~~ **Such collaborative** efforts shall be focused on ~~providing~~ **ensuring** an efficient use of District and community resources, **developing effective prevention strategies and response plans, providing assistance to students affected by hate-motivated behavior, and/or educating students who have perpetrated hate-motivated acts.** The Superintendent or designee shall design strategies to promote **harmonious relationships among students, prevent incidents of hate-motivated behavior to the extent possible, and address such incidents if they occur.**

The district shall provide students with age-appropriate instruction that includes the development of social-emotional learning, promotes their understanding of and respect for human rights, diversity, and acceptance in a multicultural society, and provides strategies to manage conflicts constructively.

As necessary, the district shall provide counseling, guidance, and support to students who are victims of hate-motivated behavior and to students who exhibit such behavior.

The Superintendent or designee shall ensure that the rules prohibiting hate-motivated behavior and procedures for reporting a hate-motivated incident are provided to students and parents/guardians.

The Superintendent or designee shall provide staff with training on recognizing and preventing hate-motivated behavior and on effectively enforcing rules for appropriate student conduct.

Complaint Process

~~A ny student or parent/guardian who believes he/she the student is a victim of hate-motivated behavior shall immediately contact the Principal~~ **is strongly encouraged to report the incident to a teacher, the principal, or other staff member. Any staff member who is notified that hate-motivated behavior has occurred, observes such behavior, or otherwise becomes aware of an incident shall immediately contact the principal or the compliance officer responsible for coordinating the district's response to complaints and complying with state and federal civil rights laws. As appropriate, he/she shall also contact law enforcement.**

~~Upon receiving such a complaint, the Principal shall immediately investigate the complaint in accordance with school level complaint process/grievance procedures as described in AR 5145.7 –Sexual Harassment. A student who has been found to have demonstrated hate motivated behavior shall be subject to discipline in accordance with law, Board policy, and administrative regulation.~~

Any complaint of hate-motivated behavior shall be investigated and, if determined to be discriminatory, shall be resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3 - Uniform Complaint Procedures. If, during the investigation, it is determined that a complaint is about nondiscriminatory behavior, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

~~Staff who receive notice of hate motivated behavior or personally observe such behavior shall notify the Principal, Superintendent or designee, and/or law enforcement, as appropriate.~~

~~As necessary, the District shall provide counseling, guidance, and support to students who are victims of hate motivated behavior and to students who exhibit such behavior.~~

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 School safety plans

48900.3 Suspension for hate violence

48900.4 Suspension or expulsion for threats or harassment

PENAL CODE

422.55 Definition of hate crime

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform Complaint Procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Prohibition of discrimination based on age

Adopted: (9-14) 7-18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Students

Research on Students

Research on students of this District beyond the conventional testing program (both District-wide and for the purposes of evaluation of the individual student) shall not be conducted except under at least the following circumstances.

1. The research design has been presented to and approved by the Superintendent.
2. All research instruments, included but not limited to questionnaires, surveys and interview forms, have been submitted to and approved by the Superintendent.
3. Adequate care has been taken to protect individual students under Policy and Regulation 5125/5125.1 Student Records; Confidentiality, and other provisions of law.
4. A final copy of all research reports, theses, dissertations and/or surveys, including analyses and conclusions, shall be presented to the Superintendent for the use of the District. The District shall have the right to use the research in the best interests of the students of the District.
5. The Board shall have the right to refuse publication rights if the Board, in its judgment, believes that the research was not carried out according to the highest standards of research; that the analysis and/or conclusion presents a biased or incorrect position; that the research was not carried out according to the approved research design; or that publication of the research study will present an immediate danger to the educational program. (cf. 6162.5 Research/Standardized Testing)

Legal Reference:

EDUCATION CODE
35172 Promotional activities

Adopted: (7-88-4-94) 6-07 _____ ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Students

Response to Immigration Enforcement

The Governing Board is committed to the success of all students and believes that every school site should be a safe and welcoming place for all students and their families irrespective of their citizenship or immigration status.

District staff shall not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members or provide assistance with immigration enforcement at district schools, except as may be required by state and federal law. (Education Code 234.7)

No student shall be denied equal rights and opportunities nor be subjected to unlawful discrimination, harassment, intimidation, or bullying in the district's programs and activities on the basis of his/her immigration status.

The Superintendent or designee shall notify parents/guardians regarding their children's right to a free public education regardless of immigration status or religious beliefs and their rights related to immigration enforcement. (Education Code 234.7)

Consistent with requirements of the California Office of the Attorney General, the Superintendent or designee shall develop procedures for addressing any requests by a law enforcement officer for access to district records, school sites, or students for the purpose of immigration enforcement.

Teachers, school administrators, and other school staff shall receive training regarding immigration issues, including information on responding to a request from an immigration officer to visit a school site or to have access to a student.

The Superintendent or designee shall report to the Board in a timely manner any requests for information or access to a school site by an officer or employee of a law enforcement agency for the purpose of enforcing the immigration laws. Such notification shall be provided in a manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

Legal Reference:

EDUCATION CODE

200 Educational equity

220 Prohibition of discrimination

234.1 Safe Place to Learn Act

234.7 Student protections relating to immigration and citizenship status

48204.4 Evidence of residency for school enrollment

48980 Parental notifications

48985 Notices to parents in language other than English

GOVERNMENT CODE

8310.3 California Religious Freedom Act

PENAL CODE

422.55 Definition of hate crime

627.1-627.6 Access to school premises, outsiders

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

COURT DECISIONS

Plyler v. Doe, 457 U.S. 202 (1982)

Adopted: 7-18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

InstructionToxic Art Supplies

The Board of Education recognizes its responsibility to protect the health and safety of students in the selection of materials used for instruction.

The Superintendent shall develop procedures for the purchase, use and proper disposal of materials which insure that the health and safety of students is protected from harmful exposure to toxic substances. These procedures shall be developed in accordance with information provided in the State Department of Education and the State Department of Health Services.

In no event shall arts and crafts material be purchased for use in grades K through 6 which contain toxic substances or cause chronic illness as determined by the State Department of Health Services.

In grades 7 through 12, the purchase of arts and crafts materials containing toxic substances is permitted if the products are properly labeled to warn of potential adverse health effects in accordance with the requirements of E.C. 32065. The Superintendent or designee shall develop procedures that ensure extreme care when those materials are incorporated into the classroom instruction process.

Students in grades 7-12 are considered able to read and understand product labels and to take adequate precautions to use products which are prohibited for use in grades K-6. The Superintendent or designee shall ensure that arts and crafts materials purchased for use in grades 7-12 meet the requirements of Education Code 32065. The products must be properly labeled to identify toxic ingredients, warn of potential adverse health effects and describe procedures for safe use and storage.

Legal Reference:EDUCATION CODE

- 32060 Legislative findings and declarations
32061 Art or craft material; definition
32062 Human carcinogen; definition
32063 Toxic substance causing chronic illness; definition
32064 Restrictions on purchases of arts and crafts materials
32065 Warning labels
32066 List of toxic art supplies; preparation and distribution
HEALTH AND SAFETY CODE
28794-28797 Labeling of arts and crafts materials;

ORANGE UNIFIED SCHOOL DISTRICT

Adopted: (7-88) 12-92

Orange, California

InstructionStudent Assessment

The Board of Education **recognizes that believes that the primary goal of student assessments are an important instructional and accountability tool. To obtain the most accurate evaluation of student performance, the District shall use a variety of measures, including district, state, and/or national assessments.** ~~should be to help students, parents/guardians and teachers identify individual student's academic accomplishments, progress and areas needing improvement in order to enhance teaching and learning.~~

The Superintendent or designee shall ensure that assessments are conducted for purposes of ~~determining students' eligibility for and~~ **Assessment data shall be used to help determine individual students' progress, mastery of academic standards,** appropriate placement in District programs, ~~need for supplemental instruction and/or eligibility for graduation.~~ **In addition, summary data on student assessment results shall be used by the District to identify and review student achievement goals in the District's local control and accountability plan, evaluate District educational programs in order to identify needed improvements, and, as appropriate, evaluate staff performance.**

In selecting or developing any district assessment, the Superintendent or designee shall examine evidence of its reliability, its ~~The Board desires to use a variety of evaluation measures to reach the above state goal. To have validity for the intended purpose and for various student populations, and the extent to which it aligns with tests must correspond to the material that is being taught. and reliably measure the extent to which students meet specified standards of achievement.~~

The Superintendent or designee shall ensure that assessments are administered in accordance with law and test publisher's directions, and that test administration procedures are fair and equitable for all students.

As appropriate, assessment results shall be disaggregated by student subgroup, classroom, grade level, and/or school site to allow for critical analysis of student needs.

The Superintendent or designee shall provide professional development as needed to assist administrators and teachers in interpreting and using assessment data to improve student performance and the instructional program.

~~The effectiveness of the schools, teachers and District shall be evaluated in part on the basis of these student assessments.~~ When Districtwide and school-level results of student assessments are published **by the state,** the Superintendent or designee may provide supplementary information to assist parents/guardians and the local community in **understanding** ~~interpreting~~ test results and ~~evaluating school performance.~~

Interim and Formative Assessments

State interim and formative assessments may be used in combination with other sources of information to gain timely feedback about student progress in an effort to continually adjust instruction to improve learning. Results from interim and formative assessments shall not be used for any high-stakes purpose, including, but not limited to, teacher or other school staff evaluation, accountability, student grade promotion or retention, graduation, course or class placement, identification for gifted or talented education, reclassification of English learners, or identification as an individual with special needs. (Education Code 60642.6, 60642.7)

The Superintendent or designee shall ensure that teachers who administer interim and formative assessments have access to all functions and information designed for teacher use related to such assessments and student performance on the assessments. (Education Code 60642.6)

Individual Record of Accomplishment

The Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code 60607)

1. The results of the **state achievement tests required and administered under as part of the Standardized Testing and Reporting program California Assessment of Student Performance and Progress, or any predecessor assessments**, pursuant to Education Code 60640-~~60649-60647~~
2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

No individual record of accomplishment shall be released to any person, other than the student's parent/guardian or a teacher, counselor, or administrator directly involved with the student, without the written consent of the student's parent/guardian, or the student if he/she is an adult or emancipated minor. The student or his/her parent/guardian may authorize the release of the record of accomplishment to a postsecondary educational institution for the purposes of credit, placement, or admission. (Education Code 60607)

Legal Reference:

EDUCATION CODE

313 Assessment of English language development

10600-10610 California Education Information System

44660-44665 Evaluation and assessment of performance of certificated employees (Stull Act)

49558 Free and reduced-price meals; use of individual applications and records

51041 Evaluation of educational program

51450-51455 Golden State Seal Merit Diploma

52052 Accountability; numerically significant student subgroups

52060-52077 Local control and accountability plan

60600-60649 Assessment of academic achievement, especially

60640-60649 California Assessment of Student Performance and Progress

60800 Physical fitness testing

60810-**60812** Assessment of **English** language development

~~60850-60856 Exit examination~~

60900 California Longitudinal Pupil Achievement Data System

CODE OF REGULATIONS, TITLE 5

~~850-864870 Standardized Testing and Reporting program~~ **California Assessment of Student Performance and Progress**

~~880-901 Designated primary language test~~

~~1200-1216 High School Exit Examination~~

UNITED STATES CODE, TITLE 20

9622 National Assessment of Educational Progress

ORANGE UNIFIED SCHOOL DISTRICT
Orange, CA

Adopted: (7-88, 12-92, 5-08) 7/18

InstructionHigh School Exit Examination

~~The Board of Education desires to ensure that District students who graduate from high school demonstrate grade level competency in reading, writing, and mathematics and are given the opportunity to learn the subjects covered in the high school exit examination required for high school graduation.~~

~~The Superintendent or designee shall ensure that District programs and services, including, but not limited to, instructional materials, staff development, and remediation programs, are aligned with the exit exam.~~

~~The Superintendent or designee shall administer the exit exam in accordance with law. (Education Code 60850)~~

~~Students may be allowed to take the exit exam with variations, accommodations, or modifications in accordance with law and administrative regulation.~~

Legal Reference:

EDUCATION CODE

35146 Closed sessions

35186 Williams Uniform Complaint Procedures

37252-37254.1 Supplemental instruction

51041 Evaluation of educational program

52378 Supplemental school counseling program

56026 Individuals with exceptional needs

56101 Waiver of code or regulation

60810 Assessment of language development

60850-60859 Exit examination

CODE OF REGULATIONS, TITLE 5

1200-1225 High school exit examination

ORANGE UNIFIED SCHOOL DISTRICT

Adopted: (5-08) 9-09

Orange, California

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 is from September 2 through December 2 (Education Code 48000)

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

At any time during the school year, the district may admit into the TK program a child whose fifth birthday is after December 2 of that same school year, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. (Education Code 48000)

Curriculum and Instruction

The District's TK 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

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 TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children.

Continuation to Kindergarten

Students who complete the 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)

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 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

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (9-14 8-15 2-18) **7-18**

InstructionTitle I Programs

~~In order to improve the academic achievement of disadvantaged students, the District shall use federal Title I funds to provide eligible students with supplementary services to reinforce the core curriculum and assist students in attaining proficiency on state academic achievement standards and assessments.~~

~~The Superintendent or designee shall provide technical assistance and support to any school participating in the Title I program, including consultation in the development and implementation of school plans and activities. (20 USC 6312)~~

~~The Superintendent or designee shall involve parents/guardians in the joint development of the District's written Parent Involvement Policy pursuant to 20 U.S.C. 6318.~~

Local Educational Agency Plan

The Board of Education desires to provide a high-quality education that enables all students to meet challenging state academic standards. In schools with a large number or percentage of economically disadvantaged families, the district shall use Title I funds to provide services that strengthen the academic program and provide support to students at risk of failing to achieve academic standards.

Title I funds shall be used to supplement, not supplant, funds available from state and local sources for the education of students participating in Title I programs. (20 USC 6314, 6321)

Descriptions of how the district will address the required components of the Title I local educational agency plan, as specified in 20 USC 6312, shall be included within the district's control and accountability plan (LCAP), the LCAP Federal Addendum, or another document. School-level strategies shall be aligned with the district's plan and be tailored to the specific needs of the students at the school.

In addition, the district and each school receiving Title I funds shall develop a written parent/guardian and family engagement policy in accordance with 20 USC 6318.

~~The Superintendent or designee shall consult with teachers, principals, administrators, other appropriate school personnel, and parents/guardians of participating students in the development, periodic review, and, as necessary, the revision of a local educational agency (LEA) plan. The plan and any revisions shall be submitted to the Governing Board for approval. (20 USC 6312)~~

~~The plan shall address the components specified in 20 USC 6312, which describe the assessments, strategies, and services the District will use to help low-achieving students meet challenging academic standards.~~

~~The initial plan shall be submitted to the California Department of Education (CDE) and approved by the State Board of Education. Subsequent revisions of the plan shall be kept on file in the District.~~

Comparability of Services

In schools receiving Title I funds, state and local funds shall be used by schools receiving Title I funds to provide services that, taken as a whole, are at least comparable to services in schools that are not receiving Title I funds or, if all District schools are receiving Title I funds, that are substantially comparable in each school. Comparability may be determined on a school-by-school basis or by grade-span basis.

To demonstrate comparability of services among district schools, the district shall:

- 1. Adopt and implement a districtwide salary schedule**
- 2. Ensure equivalence in teachers, administrators, and other staff, as measured by either or both of the following:**
 - a. The ratio of students to instructional staff at each Title I school within a grade span, which shall not exceed 110 percent of the average ratio for all non-Title I district schools within that grade span**
 - b. Salary expenditures for instructional staff at each Title I school, which shall be no less than 90 percent of the average salary expenditure across non-Title I district schools.**
- 3. Ensure equivalence in the provision of curriculum materials and instructional supplies, by determining whether the per-student expenditure of state and local funds for curriculum materials and instructional supplies in Title I schools is between 90 and 110 percent of the districtwide average**
- 4. Determine whether the amount of state and local funds allocated per student for each grade span is between 90 and 110 percent of the per student average for each grade span in non-Title I schools**

In determining comparability, the District shall not include staff salary differentials for years of employment. The District also may exclude unpredictable changes in student enrollment or personnel assignments that occur after the beginning of the school year, state and local funds expended for language instruction educational programs, state and local funds expended for the excess costs of providing services to disabled students, and supplemental state or local funds expended in any school attendance area or school for programs that specifically meet the intent and purposes of Title I. (20 USC 6321)

The Superintendent or designee shall annually assess comparability in accordance with the above criteria and maintain records documenting the district's compliance. If any instances of non-comparability are identified, the Superintendent or designee shall promptly implement adjustments as needed to ensure comparability.

Participation of Private School Students

The district shall provide or contract to provide special educational services, instructional services (including evaluations to determine the progress being made in meeting students' academic needs), counseling, mentoring, one-on-one tutoring, or other Title I benefits to eligible private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis in comparison to services and other benefits for public school students. (20 USC 6320, 7881)

Program Evaluation

The Board of Education shall ~~use state assessment results and other available measures or indicators to annually review the progress of each participating school and determine whether the school is making adequate yearly progress toward ensuring that all students meet the State's proficient level of achievement on state academic assessments.~~ **regularly monitor the progress of economically disadvantaged and low-achieving students in Title I schools. During the annual evaluation of the district's progress toward achieving each goal identified in the LCAP or other planning document addressing 20 USC 6312, the Board shall review disaggregated data on academic achievement, school attendance, and other outcomes for such students and shall ensure that strategies are revised as necessary to support continuous improvement.**

Legal Reference:

EDUCATION CODE

11503 Parent involvement programs in Title I schools

~~52055.57 Districts identified or at risk of identification for program improvement~~

52060-52077 Local control and accountability plan

~~54020-54028 Economic Impact Aid~~

54420-54425 State Compensatory Education

64001 Single plan for student achievement, consolidated application programs

UNITED STATES CODE, TITLE 20

6301 Program purpose

6311-6322 Improving basic programs for disadvantaged students, including:

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

6314 Title I schoolwide programs

6315 Targeted assistance schools

~~6316 School improvement~~

6318 Parent involvement and family engagement

6320 Participation of private school students

6321 Comparability of services

BP 6171(c)

6333-6335 Grants to local educational agencies

6391-6399 Education for migrant students

7881 Participation of private school students

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1-200.73 Improving basic programs for disadvantaged students

Adopted: (7-88 12-92 7-96 6-04 6-08) **7-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

FacilitiesFacilities Master Plan

The **Superintendent or designee shall develop and maintain a** ~~Orange Unified School District~~ facilities master plan **for district facilities. This plan shall** be maintained and kept up-to-date **and** ~~The plan shall~~ reflect the short and long term educational programming needs of the students based on the district educational goals. To assist in the accurate assessment of these needs, the plan shall include an identification of social, economic and political factors in the community together with district-level housing and funding issues which will ultimately affect the success and effectiveness of the district building and renovation program.

The plan shall, at a minimum, incorporate population and enrollment projections based on a review of: (1) residential housing growth patterns; (2) kindergarten enrollments; **(3) birth-rate data; and (4) student yield factors.**

Concurrent with efforts to identify those demographic factors affecting school enrollment, the plan shall include an analysis of present and future design needs of the district together with an assessment of those qualitative factors which reflect the characteristics and capacity of each school facility.

The plan shall be based on an assessment of the district's short- and long-term facility needs, giving consideration to:

1. Current and projected school enrollments for each grade level, based on residential housing growth patterns in accordance with city/county general plans and other demographic factors.
2. The district's educational goals. (cf. 0200 - Goals for the School District)
3. Current and projected educational program requirements.
4. Student safety and welfare.
5. An evaluation of existing buildings and needs for modernization and renovation. (cf. 7111 - Evaluating Existing Buildings)
6. State planning standards and local zoning requirements.
7. The community's social, economic and political characteristics.
8. Estimated costs associated with meeting the district's facility needs.

The Superintendent or designee shall ensure that staff, parents/ guardians, students, and business and community representatives are kept informed of the need for facilities construction or modernization.

The Superintendent or designee shall also establish a facilities committee that shall meet at regular intervals in order to give community members opportunities to provide input into the planning process. (cf. 1220 - Citizen Advisory Committees)

To ensure that proposed facilities conform with all state planning standards and local zoning requirements, the Superintendent or designee shall consult architectural and engineering firms, utility companies, local governmental and planning agencies, the **Orange County Department of Education** ~~county office of education~~, the California Department of Education, the Division of the State Architect and the Office of Public School Construction. Assistance from colleges and universities, planning laboratories and private consulting firms shall be authorized when necessary to augment district staff resources.

School Capacities

1. **For elementary classrooms, "Capacity" is defined by the terms and conditions in accordance with the Local Control Funding Formula (LCFF) Guidelines as ~~30 students per elementary classroom~~ for all available classrooms and specifically excludes Library space, Instructional Support Center space and Multi-Purpose space. **If no criteria is established under the LCFF Guidelines, then a loading factor of 30 students per classroom will be utilized.****

"As built" is defined as the original footprint of the actual building including any originally planned relocatable space.

2. The minimum capacity required to operate a school is 51% of as built capacity. At such time that a school reaches 50% of as built capacity, the Superintendent or designee shall direct staff to begin the capacity review process for recommendation(s) to the Board of Education.
3. The maximum capacity to operate a school is 95% of as built capacity. At such time that a school reaches 96% of as built capacity, the Superintendent or designee will follow subsequent administrative regulations.
4. It is conceivable that a campus could expand to either 120% of as built capacity or 145% of as built capacity. Should this occasion ever arise, the Superintendent or designee shall recommend to the Board of Education the school be capped for new enrollment purposes.

Minimum Junior High School Requirements

To be determined.

Minimum Senior High School Requirements

To be determined.

(Legal Reference next page)

Legal Reference:

EDUCATION CODE

- 17717.5 Approval of applications for projects
- 35275 New school planning; cooperation with recreation and park authorities
- 39101 CDE standards and advice
- 39110-39120 Plans of schoolhouses, especially:
- 39113.5 Plan requiring accommodation for child care programs
- 39140-39159 Approval of plans and supervision of construction
- 39210-39232 Fitness for occupancy
- 39304.5 Relocatable structures; lease requirements

CODE OF REGULATIONS, TITLE 5

- 14001 Minimum standards
- 14030-14037 Standards, planning and approval of school facilities

UNITED STATES CODE, TITLE 42

- 12101 et seq. Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

- 35 New construction or alteration of existing facilities

Adopted: (7-88 11-93 9-97) **7-18**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

INFORMATION/DISCUSSION
ITEMS

TOPIC:

ORANGE HIGH SCHOOL CONSTRUCTION UPDATE

DESCRIPTION:

Staff will provide a brief update on Increment 1 of the Science Center project at Orange High School. Increment 1 included upgrades to the utility infrastructure and the relocation of modular buildings.

TOPIC: EL MODENA HIGH SCHOOL POOL REPAIR UPDATE

DESCRIPTION: Due to a leak caused by failure in the piping systems (resulting in the loss of over 3,000 gallons of water per day), the El Modena High School pool was closed in late May. Staff has been working with experts in the aquatics field to evaluate the feasibility of repairing or replacing the current facility.

Staff, along with Aquatics Design Group, will report the findings of an investigation into costs and options for repair/replacement of the pool at El Modena.

At the conclusion of the report, staff will seek authorization to move forward with a repair/replacement project, funds permitting.

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 the Measure S Program:

CHRISTY WHITE ASSOCIATES

An annual independent audit for Fund 21 (Measure S Bond) shall be conducted in accordance with the Government Auditing Standards issued by the Comptroller General State Controller. An independent audit is an accountability safeguard specifically included in the Measure S Bond proposition ensuring proceeds are expended only on the school facilities projects listed on the Bond Project List. Staff is satisfied with Christy White Associates and recommends entering into year two, followed by two one-year District option periods for a potential total contract term of four years. Annual renewal cost for 2018-19 and 2019-20 audit fiscal year is \$4,000.

General Fund.....2018-19 Audit Year. \$4,000
01.00-0000-0-5810-0000-7190-101-101-000 (Rivera/Delgado)

STATE OF CALIFORNIA, DEPARTMENT OF GENERAL SERVICES, CMAS CONTRACT NO. 4-18-51-0061A AND NO. 4-18-51-0061C, ACCO ENGINEERED SYSTEMS, INC.

On May 5, 2018, staff obtained authorization to award CMAS Master Contract Nos. 4-18-51-0061A effective January 12, 2018 through April 2, 2021, and 4-18-51-0061C effective March 19, 2018 through March 19, 2022, awarded to ACCO Engineered Systems, Inc., for the purchase of electrical switchgear equipment for Measure S Program projects, and Districtwide projects as needed. Staff now needs to prepare for upgrades to the switchgear systems at El Modena High School, which is necessary for sufficient power distribution to meet current needs and allow for future growth. Staff has determined that it is in the best interest of the District to continue utilizing CMAS Master Contract Nos. 4-18-51-0061A and 4-18-51-0061C for the purchase of the upgraded switchgear equipment, from ACCO Engineered Systems. It is recommended that the Board approve use of CMAS Master Contract Nos. 4-18-51-0061A and 4-18-51-0061C, for the purchase of various power distribution switchgear equipment, to facilitate infrastructure upgrades for the Measure S Program projects at El Modena High School.

Building Measure S Project \$345,584
21.00-9713-0-6274-9520-8500-391-416-000 (Harvey)

FISCAL IMPACT: \$349,584

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

TOPIC: **GIFTS**

DESCRIPTION: The attached list of cash donations was donated to District for use as indicated.

FISCAL IMPACT: Receipt of \$15,475.94 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.

TOPIC: PURCHASE ORDERS LIST

DESCRIPTION: Purchase orders and change orders have been processed 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: \$10,982,173.92

RECOMMENDATION: It is recommended that the Board of Education approve the Purchase Order List dated July 1 through July 29, 2018 in the amount of \$10,982,173.92.

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: \$7,969,200.04

RECOMMENDATION: It is recommended that the Board of Education approve the Warrants List dated July 1 through July 28, 2018 in the amount of \$7,969,200.04.

TOPIC: **CONTRACT SERVICES REPORT – BUSINESS SERVICES**

DESCRIPTION: The following is a report of contract services for Business Services.

**A&V CONTRACTORS
INC
BID NO.1718-776**

The following Change Orders include a general descriptive summary of work that increases the contract value. Staff reviewed and found costs and scope reasonable.

Bid No. 1718-776 – Asbestos Abatement at Multiple Sites.

Change Order No. 1:

Item 1	\$2,137.00	Additional work in Nurse's Office
	\$2,137.00	Total Contract Increase

Original Contract Amount	\$158,491.25
Change Order No. 1	<u>\$2,137.00</u>
Revised Contract Amount	\$160,628.25

Percentage Increase from Original Contract 1.348%

Deferred Maintenance Fund
14.00-0000-0-5640-0000-8110-381-410-000.....\$2,137
(Harvey)

**DRIFTWOOD DAIRY -
LAWNDALE
ELEMENTARY
SCHOOL DISTRICT
RFP #D17.18-19.20:
DAIRY DISTRIBUTION**

Public Contract Code Section 20118 allows school districts the opportunity to utilize competitively bid contracts from other public agencies. Lawndale Elementary School District RFP #D17-18.19.20: Dairy Distribution provides competitive pricing and is available for use to all public agencies and school districts. Staff has determined it is in the best interest of the District to utilize Lawndale ESD RFP #D17-18.19.20: Dairy Distribution at Various District Sites through June 30, 2019. This is not a request for any additional budgetary appropriation, but is part of the Food Services budget, Fund 13. (Manalo)

ELITE MODULAR

On January 18, 2018, staff obtained authorization from the Board to award contracts to Elite Modular Leasing & Sales, Inc., based on Savanna School District's advertised competitive Bid 2017 District-Wide Contract for the Purchase, Lease, Relocation, Dismantling, and Removal of Division of the State Architect (DSA) Approved Portable Buildings, Project No. SSPU, #40-09/2016-17. On May 24, staff submitted a request for Board authorization to utilize pricing from the Savanna School District bid for dismantling and relocation of a portable building, donated by Chapman

University, for delivery to the District Office. The total cost for the dismantling and relocation services was \$31,660. As a point of clarification, the District is able to award a contract/purchase order to Elite Modular Leasing & Sales, but not under the piggy-back provision pursuant to Public Contract Code 20118, as referenced at the May 24 Board meeting.

Capital Outlay Projects \$31,660
 40.00-9010-0-6200-0000-8500-401-416-000 (Rivera/Harvey)

**GOLD STAR FOODS -
 DOWNEY UNIFIED
 SCHOOL DISTRICT
 BID NO. 18/19-01:
 PURCHASE OF DRY,
 REFRIGERATED, &
 FROZEN FOOD**

Public Contract Code Section 20118 allows school districts the opportunity to utilize competitively bid contracts from other public agencies. Downey USD Bid No. 18/19-01: Purchase and Distribution of Dry, Refrigerate, & Frozen Food awarded to Gold Star Foods, provides competitive pricing and is made available for use to all public agencies and school districts. Staff has determined it is in the best interest of the District to utilize Downey USD Bid No. 18/19-01: Purchase and Distribution of Dry, Refrigerate, & Frozen Food at Various District Sites. The minimum contract term is one year with two one-year extensions. This is not a request for any additional budgetary appropriation, but is part of the Food Services budget, Fund 13. (Manalo/Reeves)

**ISR PAINTING &
 WALLCOVERING INC.
 BID NO.1718-771**

The following Change Orders include a general descriptive summary of work that increases the contract value. Staff reviewed and found costs and scope reasonable.

Bid No. 1718-771 – Interior Paint at Multiple Sites.

Change Order No. 1:

Item 1	\$3,400	Additional painting of walls, ceiling and doors.
	\$3,400	Total Contract Increase

Original Contract Amount	\$236,500
Change Order No. 1	\$3,400
Revised Contract Amount	\$239,900

Percentage Increase from Original Contract 1.438%

Deferred Maintenance Fund
 14.00-0000-0-5640-0000-8110-244-410-000.....\$3,400
 (Harvey)

**NKS MECHANICAL
CONTRACTING, INC.
BID NO.1718-781**

The following Change Orders include a general descriptive summary of work that increases the contract value. Staff reviewed and found costs and scope reasonable.

Bid No. 1718-781 – HVAC Replacement at Fletcher Elementary School.

Change Order No. 1:

Item 1 \$42,418 – Plywood sheeting for new roof platforms. Per RFI 2 responses extra cost to provide additional layer

Original Contract Amount	\$437,000.00
Change Order No. 1	<u>\$42,418.00</u>
Revised Contract Amount	\$479,418.00

Percentage Increase from Original Contract 9.7066%

Deferred Maintenance Fund	
49.00-9827-0-6200-0000-8500-245-416-000.....	\$42,418 (Harvey)

**ONESOURCE
CONSULTING, LLC**

The District has a number of construction and modernization projects that are not certified as complete by the Division of the State Architect (DSA). Some of these projects are more than 15 years old. District staff has been working on closing out these projects for the past few years. However, additional work remains. DSA closeout and certification of these projects is important in order not to impede any future work on the campuses where these projects exist, including the high schools.

Given the nature of this work, a firm that specializes in project closeouts best facilitates it. OneSource Consulting, LLC, worked in the past with the District on previous project closeouts and is familiar with the District and the projects that remain to be certified.

OneSource Consulting, LLC, has proposed to provide the research and background investigation necessary for resolution, certification, and closeout of 14 of the District's highest priority projects on a time and materials basis for an amount not to exceed \$50,000 plus reimbursable costs of \$7,000 (\$57,000). District staff has reviewed the proposal and believe the costs to be reasonable.

Capital Outlay	\$57,000
40.00-0102-0-6200-0000-8500-416-416-000	(Harvey)

**P & R PAPER SUPPLY
 – SADDLEBACK
 VALLEY UNIFIED
 SCHOOL DISTRICT
 BID NO. 18-01: FOOD
 SERVICES – PAPER
 PRODUCTS AND
 CLEANING SUPPLIES**

Public Contract Code Section 20118 allows school districts the opportunity to utilize competitively bid contracts from other public agencies. Saddleback Valley Unified School District Bid No. 18-01: Food Services – Paper Products & Cleaning Supplies provides competitive pricing and is made available for use to all public agencies and school districts. Staff has determined it is in the best interest of the District to utilize Saddleback Valley USD Bid No. 18-01: Food Services – Paper Products & Cleaning Supplies at Various District Sites through June 30, 2018. The contract may be extended with two one-year extensions. This is not a request for any additional budgetary appropriation, but is part of the Food Services budget, Fund 13. (Manalo/Reeves)

**SIGNATURE PAINTING
 INC.
 BID NO.1718-770**

The following Change Orders include a general descriptive summary of work that increases the contract value. Staff reviewed and found costs and scope reasonable.

Bid No. 1718-770 – Interior Paint at Multiple Sites.

Change Order No. 1:

Item 1	\$7,500	Additional painting at Taft and Cambridge.
	\$7,500	Total Contract Increase

Original Contract Amount	\$180,000
Change Order No. 1	<u>\$7,500</u>
Revised Contract Amount	\$187,500

Percentage Increase from Original Contract 4.167%

Deferred Maintenance Fund

14.00-0000-0-5640-0000-8110-264-410-000.....	\$3,500
14.00-0000-0-5640-0000-8110-241-410-000.....	\$4,000

(Harvey)

FISCAL IMPACT: \$144,115

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

TOPIC: **NOTICES OF COMPLETION**

DESCRIPTION: The contract(s) listed below are complete and require acceptance by the Board of Education prior to filing appropriate notice(s) of completion:

Bid No. 726 – Asphalt Work, Unit Price Bid

Project(s):	Remove Turf & Install Base for Trailer Pad/ District Office
Board Approval Date:	February 15, 2018
Original Purchase Order:	185028
Completion Date:	June 06, 2018
Contractor:	Universal Asphalt Co., Inc.
Original Project Amount:	\$35,064.60
Total Project Amount:	\$35,064.60
Fund(s):	Maintenance (14)

Bid No. 1718-777 – Asbestos Abatement at Multiple Sites

Project(s):	Asbestos Abatement at Crescent ES, Nohl Canyon ES, Orange Pre-K and Taft ES
Board Approval Date:	May 24, 2018
Original Purchase Order:	185163
Completion Date:	July 18, 2018
Contractor:	New Horizons Contracting Inc.
Original Project Amount:	\$115,490.00
Total Project Amount:	\$115,490.00
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 35 days after recording by the District of the Notice(s) 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 contract(s) as complete and authorize staff to file appropriate notice(s) of completion.

TOPIC: RESOLUTION NO. 09-18-19 TO EXPAND TEMPORARY INTER-FUND TRANSFERS OF SPECIAL OR RESTRICTED FUND MONIES FOR THE 2018-19 FISCAL YEAR

DESCRIPTION: Education Code Section 42603 allows for monies held in any fund or account to be temporarily transferred to another fund or account of the district for payment obligations. With the uncertainty of the State Budget condition and credit market restrictions, it is necessary to obtain authorization on an annual basis for the ability for temporary inter-fund transfers.

Resolution No. 09-18-19 is required to have the flexibility to borrow between all funds for short-term cash flow issues in order to meet current payment obligations.

The amounts transferred are accounted for as temporary borrowing between funds or accounts and shall be repaid in the same fiscal year, or in the following fiscal year, if the transfer takes place within the final 120 calendar days of a fiscal year.

FISCAL IMPACT: No fiscal impact

RECOMMENDATION: It is recommended that the Board of Education approve Resolution No. 09-18-19 to authorize inter-fund transfers of special or restricted fund monies for the 2018-19 Fiscal Year.

**RESOLUTION NO. 09-18-19 of the
BOARD OF EDUCATION
of the
ORANGE UNIFIED SCHOOL DISTRICT**

**RESOLUTION TO ESTABLISH TEMPORARY INTERFUND
TRANSFERS OF SPECIAL OR RESTRICTED FUND MONIES**

WHEREAS, the governing board of any school may direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603; and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Orange Unified School District, in accordance with the provisions of Education Code Section 42603 adopts the following authorization for fiscal year 2018-19 to temporarily transfer funds between the following funds provided that all transfers are approved by the Assistant Superintendent or his designee.

General Fund	Child Development
Cafeteria	Deferred Maintenance
Capital Facilities Fund	School Facilities
Debt Service Fund	Special Reserve/Capital Outlay Project
Retiree Benefit Fund	Insurance-Workers Compensation Fund
Building Fund/GOB Election 2016, Series 2018	

PASSED AND ADOPTED this 16th day of August, 2018.

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Timothy Surridge, Clerk of the Board
Orange Unified School District

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: \$1,593,915
Classified: \$ 116,525

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

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Rate	Eff. From	Date To	Comments
NEW HIRES						
1 Abraham, Stephanie	Teacher	EI Modena HS/Richards	55,444.00	08/17/18	06/14/19	Temp
2 Bornhop, John	Teacher	Villa Park HS/Miller	52,142.00	08/17/18	06/14/19	Temp
3 Bowling, Jennifer	Teacher	Orange HS/McCuiston	53,967.00	08/17/18	06/14/19	Temp
4 Estrada, Cheryl	Coordinator	Special Ed/Singh	128,256.00	08/20/18	06/28/19	Probationary
5 Felton, Ashley	Teacher	Fairhaven/Singh	52,142.00	08/17/18	06/14/19	Temp
6 Friedlander, Zackary	Teacher	Palmyra/Singh	52,142.00	08/17/18	06/14/19	Temp
7 Lorenzo Lopez, Alma	Teacher	Lampson/Angel	52,142.00	08/17/18	06/14/19	Temp
8 Pazdzior, Loren	Coordinator	Special Ed/Singh	131,756.00	08/20/18	06/28/19	Probationary
9 Perez, Angel	Teacher	Orange HS/McCuiston	52,142.00	08/17/18	06/14/19	Temp
10 Ramus III, Richard	Hourly Teacher	Cerro Villa MS/Corella	40.15	08/17/18	01/25/19	Hourly
11 Russell, Alison	Teacher	Running Springs/McLaughlin	60,047.00	08/17/18	06/14/19	Temp
12 Salamah, Arsanios	Teacher	Orange HS/Singh	52,142.00	08/17/18	06/14/19	Temp
13 Valencia, Inez	Hourly Teacher	Portola MS/Corella	40.87	08/17/18	01/25/19	Hourly
14 Villalobos, Anastasia	Teacher	Running Springs/McLaughlin	61,473.00	08/17/18	06/14/19	Temp
CHANGE OF STATUS						
1 Encheff, Dana	TOSA	Curriculum/Corella		08/17/18	06/14/19	Instructional Specialist to Teacher on Special Assignment
2 Saxton, Dustin	Principal, HS	EI Modena HS/Truex		08/13/18	06/14/19	Principal, HS to Teacher (Voluntary Reassignment)
3 Turner, Jay	Teacher	McPherson/Erven		08/17/18	06/14/19	Teacher on Special Assignment to Teacher
LEAVE OF ABSENCE						
1 Keiser, Seddigheh	Elem Counselor	Spec Educ/Singh		11/05/18	06/24/19	Unpaid Child Care LOA - No Benefits
2 Saxton, Dustin	Teacher	Human Resources/Kissee		08/17/18	06/14/19	Unpaid Personal LOA - No Benefits
SEPARATIONS						
1 Gonzalez, Julian	Hourly Teacher	Portola MS/Corella			06/15/18	Contract Fulfilled
2 Hospedales, Jason	Teacher	Yorba MS/Singh			06/15/18	Resignation
3 Mariano, Michelle	Teacher	Handy/Krohn			06/15/18	Resignation
4 Sims, Amanda	Teacher	Canyon HS/Singh			06/15/18	Resignation
5 Truex, Elizabeth Anne	Interim Asst Supt	Educ Svcs/Hansen			11/01/18	Retirement
6 Weiser, Deanne	Hourly Teacher	Portola MS/Corella			06/15/18	Contract Fulfilled
7 Willis, Joel	Hourly Teacher	Villa Park HS/Corella			06/15/18	Resignation

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
EXTRA PAY									
1 Abouabdo, Patricia	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
2 Acosta, Mario	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
3 Adams, Emily	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/18/18	Staff Development	1	140.92
4 Adams, Jodi	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
5 Agresti, Alison	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
6 Aguirre, Heidi	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
7 Aguirre, Jennifer	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
8 Alhara, Kristin	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/10/18	Professional Development Planning	1	140.92
9 Ajibola, Vivian	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
10 Anderson, David	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
11 Anthony, Sandy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
12 Ashmore, Debbie	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
13 Ashmore, Debbie	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
14 Ashworth, Margaret	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
15 Bair, Colleen	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
16 Baroldi, Christina	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80
17 Baroldi, Christina	Instr Spec	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
18 Barone, Karrn	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
19 Barrette, Sandra	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Parent Information Night	2	83.42
20 Bauer, Carrie	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
21 Bauman, Miranda	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
22 Bauman, Miranda	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
23 Beaumont, Carol	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
24 Beaumont, Carol	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
25 Bell, Alice	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
26 Bell, Alice	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
27 Bennett, Suzanne	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
28 Berg, Sondra	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
29 Bergeron, Sandra	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
30 Berry, Colleen	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
31 Bezack, Ashley	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
32 Bletterman, Christina	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
33 Bletterman, Christina	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
34 Brehm, Nicole	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
35 Brown, Shannon	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
36 Buchness, Liisa	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
37 Bulrice, Jeremy	Counselor	Villa Park HS/Miller	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
38 Bulrice, Jeremy	Counselor	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
39 Bulrice, Jeremy	Counselor	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
40 Calle, Jan	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
41 Campbell, Shasta	Counselor	Villa Park HS/Miller	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
42 Campbell, Shasta	Counselor	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
43 Campbell, Shasta	Counselor	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
44 Campos, Misty	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
45 Campos, Misty	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resource

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
46 Carcich, John	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
47 Carcich, John	Teacher	Villa Park HS/Miller	noon supv rate	21.20	08/23/18	06/14/19	Lunch Detention	100	2,120.00
48 Cardenas, Jenn	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
49 Carlson, Amy	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
50 Carlson, Amy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
51 Carnes, Tara	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
52 Carpino, Remy	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
53 Cazeau, Jean	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80
54 Cazeau, Jean	Instr Spec	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
55 Cecchi, Sharon	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
56 Ceja de Anda, Abril	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
57 Chaudhri, Surbhi	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
58 Chen, Nan	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
59 Chen, Nan	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
60 Clnadr, Tamara	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
61 Cipolla, Gregory	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
62 Cochran, Tracy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
63 Coe, Antoinette	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
64 Coe, Antoinette	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
65 Coe, Antoinette	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
66 Connor, Scott	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
67 Connor, Scott	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
68 Considine, Noelle	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
69 Cook-St Clair, Norma	Library Media	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
70 Cook-St Clair, Norma	Library Media	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
71 Cooper, Matthew	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
72 Coulter, Deborah	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
73 Cox, Tamara	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
74 Cox, Tamara	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
75 Craig, Emily	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
76 Cychenas, Joan	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
77 Damon, Susan	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
78 Damon, Susan	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
79 Daniel, Dana	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
80 Davidson, Sidney	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
81 Davis, Kimberly	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
82 Denenny, Judith	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
83 Deskin, Shannon	Teacher	Orange HS/McCuiston	daily rate	324.58	07/25/18	08/17/18	Summer Farm Upkeep	17	5,517.79
84 Devaney, Mary	Speech Therapist	Spec Educ/Singh	misc hrly rate	41.71	06/18/18	08/14/18	Summer Pre-K Assessments	49	2,043.79
85 Devine, Kelly	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
86 Devine, Kelly	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
87 Dorf, Kristi	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
88 Dorf, Kristi	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
89 Dull, Elena	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
90 Ellison, Kristeena	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
91 Encheff, Dana	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
92 Falk, Sean	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
93 Felix, Kimberly	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resource

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
94 Fessett, Tracy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
95 Figueroa, Jelena	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
96 Figueroa, Jelena	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
97 Fitch, Nicole	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
98 Flores, Paul	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	07/26/18	06/30/19	Professional Development	25	1,042.75
99 Flores, Paul	Instr Spec	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
100 Floryan, Denise	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
101 Fowler, Suzanne	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	06/30/19	Digital Art Course Design	10	417.10
102 Fowler, Suzanne	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
103 Fox, Thomas	Teacher	Villa Park HS/Miller	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
104 Franco, Douglas	Teacher	El Modena HS/Richards	misc hrly rate	41.71	08/15/18	08/16/18	CTP Summer Academy Planning	16	667.36
105 Franco, Joshua	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
106 Francoeur, Jacqueline	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
107 Francoeur, Jacqueline	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
108 Freeman, Nancy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
109 Fuentes, Michelle	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
110 Fuentes, Michelle	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
111 Gavitt, Lisa	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
112 Gioia, Kendy	Teacher	Early Learning Ctr/Rodriguez	misc hrly rate	41.71	07/01/18	12/30/18	Staff Development	64	2,669.44
113 Gollehon-Smith, Deborah	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
114 Gomes, Hilda	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
115 Gonzalez, Cecilia	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
116 Gonzalez, Michele	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
117 Goodbrand, Gina	Teacher	Spec Educ/Singh	misc hrly rate	41.71	06/19/18	07/17/18	Summer School-Home/Hospital	7.5	312.83
118 Gordon, Thomas	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
119 Green, Andrew	Teacher	Villa Park HS/Miller	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
120 Granger-Hein, Tammy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
121 Green, Michael	Hourly Teacher	Curriculum/Corella	hourly rate	36.17	07/16/18	07/19/18	Paxton Patterson Lab Training	12	434.04
122 Greenlee, Alexis	Teacher	El Modena HS/Richards	misc hrly rate	41.71	08/13/18	08/14/18	Collaborative Technology Program	16	667.36
123 Greenlee, Alexis	Teacher	El Modena HS/Richards	misc hrly rate	41.71	08/15/18	08/16/18	CTP Summer Academy Planning	16	667.36
124 Greenlee, Alexis	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
125 Greenlee, Alexis	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
126 Greenwald, Susan	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
127 Gross, Amy	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
128 Gross, Amy	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
129 Guebert, Megan	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
130 Hamilton, Jacob	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
131 Hanouni, Bader Dean	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
132 Hedspeith, Lisa	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
133 Helmsper, Allison	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
134 Helmsper, Allison	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
135 Hemerson, Shelli	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Parent Information Night	2	83.42
136 Hempel, Benjamin	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
137 Hempel, Benjamin	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
138 Hernandez, Cristina	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
139 Hernandez, Cristina	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
140 Hickman, William	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
141 Hinton, Mary	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	07/26/18	06/30/19	Professional Development	25	1,042.75

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resource

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
142 Hinton, Mary	Instr Spec	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
143 Hinton, Mary	Instr Spec	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
144 Hirako, Mio	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
145 Holmes, Malia	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
146 Houlihan, Sharon	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
147 Huffman, Cynthia	Teacher	Villa Park HS/Miller	misc hrly rate	41.71	08/06/18	08/06/18	Co-Teacher Partnership Planning	4	166.84
148 Hunsberger-Gonzalez, Lauren	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
149 Hunt, Jennifer	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
150 Ireland, Richard	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80
151 Ireland, Richard	Instr Spec	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
152 Ivory, Celeste	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
153 Ivory, Celeste	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
154 Jennings, Lori	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
155 Johnson, Dana	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
156 Johnson, Edwin	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
157 Johnson, Kimberly	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
158 Johnson, Sarah	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
159 Johnston, Dana	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
160 Jordan, Allison	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
161 Kammerlohr, Mark	Counselor	Villa Park HS/Miller	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
162 Kauten, Michelle	Teacher	Curriculum/Corella	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
163 Kempkes, Emily	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
164 Kendall, Christina	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
165 Kenyon, Kami	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
166 Kiddoo, Michael	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
167 Killeen, Martin	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
168 Kim, Jessica R.	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
169 Kim, Katherine	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
170 King, Angela	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
171 Kraft, Danielle	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
172 Kraft, Danielle	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
173 Kraft, Danielle	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
174 Krill, Lindsay	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
175 Lagrew, Karen	Instr Spec	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
176 Lagrew, Karen	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development Planning	80	3,336.80
177 Lane, Dawn	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development	1	140.92
178 Lantz, Leigh	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
179 Lantz, Leigh	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
180 Lawrence, Mary	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
181 Lee, Evelyn	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
182 Lentini, Daniel	Teacher	Curriculum/Corella	daily sub rate	140.92	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
183 Lofink, Mark	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
184 Lombardi, Gianna	Counselor	Educ Svcs/Rodriguez	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
185 Loyd, Shannon	Teacher	Curriculum/Corella	misc hrly rate	41.71	06/20/18	07/26/18	Summer School-Counselor	10	417.10
186 Madden, Sophie	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
187 Makena, Kassy	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
188 Mann, Abby	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
189 Mann, Abigail	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80

Staff Responsibility:
Ed Kisee, Assistant Superintendent-Human Resource

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Consent Agenda Item:
Board Meeting - August 16, 2018

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
190 Marquez, Monique	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
191 Martin, Bree	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
192 Marx, Katherine	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
193 Marzolo, Dara	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
194 Mascari, Sarah	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
195 Matthews, Danielle	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Parent Information Night	2	83.42
196 Matthews, Danielle	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
197 Matthews, Danielle	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
198 McBrien, Karen	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
199 McMillen, Tracy	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
200 Medart, Alissa	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
201 Meulmester, John	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
202 Meulmester, John	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
203 Miles, Brandon	Teacher	El Modena HS/Richards	misc hrly rate	41.71	08/15/18	08/16/18	CTP Summer Academy Planning	16	667.36
204 Milne, James	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
205 Montoya, Carol	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
206 Moore, De'Anna	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
207 Moore, Michelle	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
208 Morrell, Susan	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
209 Morris, Ami	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
210 Najera, Michael	Teacher	Canyon HS/Abercrombie	payment	150.00	06/01/18	07/31/18	Baseball-Summer Program	1	150.00
211 Neilsen, Christina	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
212 Nelson, Rebecca	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
213 Nelson, Regina	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
214 Nestoras, Apollo	Teacher	Canyon HS/Abercrombie	payment	500.00	06/01/18	07/31/18	Wrestling-Summer Program	1	500.00
215 Netherton, Pamela	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
216 Netherton, Pamela	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
217 Newman, Stephanie	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
218 Nii, Theresa	Hourly Teacher	Curriculum/Corella	hourly rate	36.17	07/01/18	06/30/19	Course Curriculum & Pathway Development	264	9,548.88
219 Norquist, Jessica	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
220 Norquist, Jessica	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
221 Ochoa, Brenda	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
222 Ogas, Michael	Teacher	Canyon HS/Abercrombie	payment	400.00	07/01/18	07/31/18	Football-Summer Program	1	400.00
223 Okstad, Tessa	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
224 Olsen, Christian	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
225 Ostergaard, Erika	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
226 Ottens, Cindy	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
227 Pansini, Jennifer	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
228 Papin, Lisa	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
229 Papin, Lisa	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
230 Parrish, Karen	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
231 Patel, Aekta	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
232 Pazargadi, Fatima	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
233 Perry, Jamie	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
234 Pham, Jason	Counselor	Villa Park HS/Miller	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
235 Pongco, Jonathan	Teacher	El Modena HS/Richards	misc hrly rate	41.71	07/01/18	06/30/19	School Website	30	1,251.30
236 Pongco, Jonathan	Teacher	Educ Svcs/Rodriguez	misc hrly rate	41.71	07/09/18	07/20/18	Summer School-Teacher	55	2,294.05
237 Pons, Gillian	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00

Staff Responsibility:
Ed Kisee, Assistant Superintendent-Human Resource

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
238 Pullin, Amy	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
239 Quarles, India	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
240 Ramos, Esmeralda	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
241 Ramos, Esmeralda	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
242 Ramos, Richard	Hourly Teacher	Curriculum/Corella	hourly rate	36.17	08/06/18	08/09/18	Paxton Patterson Lab Training	32	1,157.44
243 Reads, Allyson	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
244 Reid, Andrea	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
245 Resendez, Dathya	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
246 Rivera, Loreen	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
247 Rivera, Loreen	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
248 Robertson, Cheryl	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
249 Rocco, Christina	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
250 Rodriguez, Mireya	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
251 Rosselli, Erin	TOSA	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80
252 Rosselli, Erin	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
253 Ruffridge, Jon	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	07/26/18	06/30/19	Professional Development	35	1,459.85
254 Ruffridge, Jon	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80
255 Ruiz, Patricia	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
256 Safa, Kristin	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
257 Safa, Kristin	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
258 Salas, Jennifer	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
259 Salio, Chris	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
260 Salio, Chris	Teacher	Spec Educ/Singh	misc hrly rate	41.71	06/19/18	07/17/18	Summer School-Home/Hospital	7.5	312.83
261 Salling, William	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
262 Salling, William	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
263 Salling, William	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
264 Sanchez, Nicole	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/16/18	Staff Development	1	140.92
265 Sartoph, Seng	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/08/18	Professional Development Planning	1	140.92
266 Schmitt, Sarah	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
267 Schmuhi, Vicky	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
268 Schoen, Jenna	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
269 Schuld, Corey	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
270 Schuld, Corey	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
271 Scott, Robin	Hourly Teacher	Curriculum/Corella	hourly rate	36.17	07/16/18	07/19/18	Staff Development	32	1,157.44
272 Scott-Griffith, Christie	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
273 Seltzer, Ashleigh	Teacher	Villa Park HS/Miller	misc hrly rate	41.71	08/06/18	08/06/18	Co-Teacher Partnership Planning	4	166.84
274 Sentell, Stephanie	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
275 Shamamian, Mary	Counselor	Spec Educ/Singh	misc hrly rate	41.71	06/15/18	07/17/18	Summer School-Counselor	52.5	2,189.78
276 Shaw, Cynthia	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
277 Shipman, Lisa	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
278 Shoemaker, Lori	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
279 Silva, Marianne	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
280 Silveira-Zaldivar, Tracey	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
281 Slattery, Tamita	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
282 Smith, Allison	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
283 Sokoloff, Steven	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
284 Soukup, Scott	Teacher	Villa Park HS/Miller	noon supv rate	21.20	08/17/18	06/14/19	Noon Supervision	100	2,120.00
285 St Amant, Michelle	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92

Staff Responsibility:
Ed Kisee, Assistant Superintendent-Human Resource

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
286 Stein, Doris	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
287 Stenberg, Taryn	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
288 Takacs, Gabor	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
289 Tanenbaum, Wesley	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
290 Tanenbaum, Wesley	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
291 Tate, Laurie	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
292 Tate, Laurie	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
293 Tavoularis, Peter	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
294 Tavag, Bernard	Teacher	Cerro Villa MS/Ogan	misc hrly rate	41.71	08/01/18	08/30/18	Professional Development	4	166.84
295 Taylor, Christie	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
296 Thompson, Debra	Teacher	Curriculum/Corella	daily sub rate	140.92	09/09/18	08/09/18	Staff Development	1	140.92
297 Tran, Eddie	Hourly Teacher	Curriculum/Corella	hourly rate	36.17	08/06/18	08/09/18	Paxton Patterson Lab Training	32	1,157.44
298 Trevino, Vanessa	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
299 Unrau, Jarit	Teacher	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
300 Uriarte, Jennifer	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
301 Uriarte, Jennifer	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
302 Uriarte, Jennifer	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
303 Uristegui, Arturo	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
304 Vaca, Jacqueline	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	5	208.55
305 Vaca, Jacqueline	Teacher	Student-Comm Svcs/Rodriguez	misc hrly rate	41.71	09/03/18	01/25/19	Professional Development	25	1,042.75
306 Van Camp, Christopher	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
307 Vandewall, Julie	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
308 Verdore, Pam	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
309 Vigneault, Dana	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/08/18	08/08/18	Staff Development	1	140.92
310 Violette, Debbie	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
311 Wall, Brenda	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
312 Waller, Joyce	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
313 Ward, Britney	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
314 Webber, Nicole	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
315 Wegrocki, Janeen	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
316 Weinkauf, Christopher	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/08/18	06/30/19	AVID Digital Portfolios Collaboration	5	208.55
317 Welch, Pamela	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
318 Wong, Justin	Teacher	Curriculum/Corella	misc hrly rate	41.71	08/16/18	06/30/19	VAPA-After School Instruction	10	417.10
319 Wren, Lance	Instr Spec	Technology Svcs/Lin	misc hrly rate	41.71	08/16/18	06/30/19	Professional Development	80	3,336.80
320 Wren, Lance	Instr Spec	Curriculum/Corella	daily sub rate	140.92	07/01/18	08/16/18	Professional Development Planning	1	140.92
321 Wright, Barbara	Teacher	Curriculum/Corella	daily sub rate	140.92	08/09/18	08/09/18	Staff Development	1	140.92
322 Yip, Channy	Teacher	Spec Educ/Singh	misc hrly rate	41.71	08/22/18	06/13/19	Home/Hospital	300	12,513.00
323 Zedek, Ilene	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92
324 Zener, Jennifer	Teacher	Spec Educ/Singh	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
325 Zucker, Victoria	Teacher	Curriculum/Corella	misc hrly rate	41.71	07/01/18	08/10/18	Summer College for Kids	52	2,168.92
326 Zuidema, Melanie	Teacher	Curriculum/Corella	daily sub rate	140.92	08/08/18	08/08/18	Staff Development	1	140.92

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CLASSIFIED PERSONNEL

Name	Position	Administrative Unit	Schedule /Step/ Column	Rate	Eff. From	Date To	Comments
EMPLOYMENT							
1 Fouret, Tracie	Speech Language Pathology Assistant	Special Education/Singh			08/20/18		Replacement for C. Hernandez
2 Galvan, Philip	HS Kitchen Manager	Orange HS/McCuiston			08/20/18		Replacement for J. Moreland
3 Karjono, Wina	Sr. Food Service Assistant	Taft/Smith			08/20/18		Replacement for A. Fischer
CHANGE OF STATUS							
1 Benitez, Yajaira	Attendance/Health Clerk	Lampson/Heriberto			08/01/18		Replacement for K. Sanchez
2 Garcia Carbojal, David	Behavior Support Assistant	Sp Ed/Singh			08/20/18		Replacement for L. Fischer
3 Harlin, Steve	Asst. Director, Maintenance & Operations	Maintenance & Operations/Rivera			07/01/18		WOC - Director, Maintenance & Operations
4 Harvey, Scott	Director, Maintenance & Operations	Maintenance & Operations/Rivera			07/01/18		WOC - Sr. Executive Director, Admin Services
5 Lopez, Moises	Health Clerk, Secondary	EI Modena HS/Saxton			08/16/18		Replacement for A. Zamora
6 Nunez, Judith	Health Clerk, Secondary	Portola MS/Katevas			08/01/18		Replacement for J. Day
7 Stuart, Keith	Supervisor, Maintenance	Maintenance & Operations/Rivera			07/01/18		WOC - Asst. Director, Maintenance & Operations
8 Velasco, Leslie	Senior Account Clerk	Nutrition Services/Reeves			08/01/18		Replacement for C. Levy *WOC=Working Out Of Class
SEPARATIONS							
1 Aguilar Estrada, Juan	Warehouse Worker/Delivery Driver	Nutrition Services/Reeves			06/22/18		Resignation
2 Andrade, Jessica	Instructional Asst./Sp Ed	Orange Pre-K/Singh			07/17/18		Resignation
3 Batricevich-Klein, Sandra	Instructional Asst./Sp Ed	Orange Pre-K/MacAllister			06/14/18		Resignation
4 Bermudez, Julie	Child Care Aide	Canyon Rim/Wilson Bird			07/12/18		Resignation
5 Disciullo, Evan	Instructional Asst./Sp Ed	Orange Pre-K/MacAllister			06/14/18		Resignation
6 Flores, Frank	Senior Plumber	Maintenance & Operations/Harvey			08/16/18		Retirement
7 Hernandez, Ana	Instructional Asst./Sp Ed	Transportation/McDonald			07/13/18		Resignation
8 Macial, Juanaro	Bus Driver	Transportation/McDonald			09/06/18		Retirement
9 Nguyen, Ann	Instructional Asst./Sp Ed	Orange Pre-K/Singh			07/17/18		Resignation
10 Purpura, Taylor	Instructional Asst./Sp Ed	Orange Pre-K/Singh			07/17/18		Resignation
11 Rivera, Erick	Instructional Asst./Sp Ed	Imperial/Kelley			06/14/18		Resignation
12 Rodriguez, Kathy	Child Care Aide	Chapman Hillis/Saenz			08/08/18		Resignation
13 Ruiz, Leslie	CDC Aide	Child Development Center/Wilson Bird			08/09/18		Resignation
14 Simmons, Courtney	Instructional Asst./Sp Ed	Orange Pre-K/Singh			07/17/18		Resignation
15 Torres, Robert	Asst. Director/Operations	Maintenance & Operations/Harvey			09/05/18		Retirement
16 Vasquez, Bianca	Child Care Aide	McPherson Magnet/Wilson Bird			07/16/18		Resignation

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CLASSIFIED PERSONNEL

Consent Agenda Item
Board Meeting - August 16, 2018

Name	Position	Administrative Unit	Schedule /Step/ Column	Rate	Eff. From	Date To	Comments	# of Units	Salary
EXTRA PAY									
1 Allen, Michelle	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
2 Barraza, Sandra	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
3 Barrios, Carlos	Walk On Coach	Canyon HS/Abercrombie	payment	800.00	06/18/18	06/30/18	Girls Soccer Coach	1	800.00
4 Blanco Cabanas, Gerzon	Walk On Coach	Villa Park HS/Miller	payment	2,000.00	06/18/18	07/17/18	Girls Summer Soccer Coach	1	2,000.00
5 Bornhop, John	Walk On Coach	Villa Park HS/Miller	payment	6,240.00	06/18/18	07/18/18	Boys Baseball Coach	1	6,240.00
6 Burns, Itzi	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
7 Burns, Katrina	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
8 Cruz, Isabel	Walk On Coach	Villa Park HS/Miller	stipend	1,800.00	06/15/18	08/21/18	Girls Summer Cheer Coach	1	1,800.00
9 Cunningham, Pablo	Walk On Coach	Villa Park HS/Miller	payment	525.78	06/18/18	07/17/18	Boys Summer Wrestling Coach	1	525.78
10 Dozier, Nicolas	Walk On Coach	Villa Park HS/Miller	payment	525.78	06/18/18	07/17/18	Boys Summer Wrestling Coach	1	525.78
11 Elder, Emily	Walk On Coach	Villa Park HS/Miller	payment	2,000.00	07/09/18	08/10/18	Girls Volleyball Coach	1	2,000.00
12 Emry, Tracy	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
13 Gonzalez, Ruben	Critical Help	Fred Kelly Stadium/Howard	stipend	1,690.00	08/01/18	12/31/18	Video Operator - Football	1	1,690.00
14 Mitchell, Jason	Walk On Coach	Canyon HS/Abercrombie	payment	3,000.00	07/17/18	02/28/19	Boys Wrestling Coach	1	3,000.00
15 Montes, Rosa	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
16 Rich, Maria	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
17 Ross, Jim	Walk On Coach	Orange HS/McCuisition	stipend	1,394.50	02/06/18	05/10/18	Girls Volleyball Coach	1	1,394.50
18 Sahli, Joy	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
19 Sandoval, Ramon	Walk On Coach	Canyon HS/Abercrombie	stipend	2,873.00	11/01/18	02/28/19	Boys JV Soccer Coach	1	2,873.00
20 Sandoval, Ramon	Walk On Coach	Canyon HS/Abercrombie	payment	2,000.00	06/25/18	07/31/18	Boys JV Summer Soccer Coach	1	2,000.00
21 Scoma-Cosman, Grace	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
22 Spraitz, Zackary	Walk On Coach	Canyon HS/Abercrombie	payment	2,000.00	06/01/18	07/26/18	Girls Basketball Coach	1	2,000.00
23 Tanabe, Elizabeth	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00
24 Tocco, Jeanette	Critical Help	Canyon HS/Abercrombie	payment	500.00	08/01/18	06/30/19	Dance Supervision	1	500.00

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resources

TOPIC: ACCEPTANCE OF ADDITIONAL FUNDS FOR CALIFORNIA STATE UNIVERSITY, FULLERTON “TITAN EDUCATOR” PROJECT

DESCRIPTION: The S.D. Bechtel, Jr. Foundation, as part of the Bechtel Foundation’s New Generation of Educator’s Initiative (NGEI), has provided funding for California State University, Fullerton (CSUF) to partner with local school districts in the preparation of new teacher candidates in the areas of K-8 math and science through the “Titan EDUCATOR” project. The NGEI funds are used to strengthen the clinical residency model of teacher preparation (i.e. student teaching experience), particularly in the areas of math and science in partnership between CSUF and selected partner school districts.

Orange Unified has participated with CSUF in this project since 2016-17. The District’s partnership with CSUF works to build a comprehensive teacher development pipeline beginning with each teacher candidate’s undergraduate work and extending into the teacher preparation program. This partnership is intended to benefit the District in the hiring and retention of quality educators.

Originally this program was funded for the 2016-17 and 2017-18 school years. The District has been notified that an additional \$80,000 has been allotted to extend this project into the 2018-19 school year.

FISCAL IMPACT: An additional \$80,000 has been allotted to this program for the 2018-19 school year.

RECOMMENDATION: It is recommended that the Board of Education authorize the Superintendent or designee to accept the NGEI funding in order to participate with California State University, Fullerton in the Titan EDUCATOR project for the 2018-19 school year.

TOPIC: **CONTRACT SERVICES REPORT – EDUCATION SERVICES**

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

CALIFORNIA STATE UNIVERSITY FULLERTON AUXILIARY SERVICES CORPORATION

California State University Fullerton Auxiliary Services Corporation will provide professional development services to teachers from various sites. This professional development will take place August 2018 through January 2019. Services will include preparation, delivery and assessment of a six-week Teacher Professional Learning Course “Literacy Assessment Essential for Classroom Teachers”. The course begins in September 2018 and runs through December 2018. Another 18 hours will be completed by teacher learners in reading, responding and preparing assignments for assessment.

Accountability Funds.....not-to-exceed..... \$13,447
01.00-0015-0-5850-1360-2140-604-604-000 (Rodriguez)

ORANGE COUNTY DEPARTMENT OF EDUCATION (OCDE)
Instructional Services Division

The OCDE Instructional Services Division will provide the District with survey support to inform our annual update of our Local Control Accountability Plan. Survey support will take place from April 30, 2019. Service will include: Four online surveys hosted on SurveyGizmo; Parent Survey translation into Spanish and Vietnamese; 1,200 scannable paper Parent Surveys (1,000 Spanish, 150 English, 50 Vietnamese); transcribe handwritten comments, translate comments into English; open-ended analysis; one district summary of results per survey (four total), and 43 school summaries of results per survey (129 total). Material costs (books, printed materials by OCDE) will be included in the total cost.

Accountability Funds.....not-to- exceed..... \$16,900
01.00-0015-0-5850-1360-2110-604-604-000 (Rodriguez)

NTH GENERATION

Orange Unified currently utilizes the Palo Alto Networks appliance for District-wide firewall, content filtering, intrusion detection, and anti-malware projection. The renewal cost of \$8,400, purchased through Nth Generation, will renew support and software subscriptions for the Palo Alto Networks appliance for one year.

Information Services.....not-to-exceed.....\$8,400
01.00-0000-0-5843-0000-2420-430-210-000 (Lin)

OUSD/Truex/Lin/Rodriguez
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PUREGAME
Jordan

Jordan Elementary School will enter into an agreement for the 2018-19 school year with PureGame, a non-profit organization that provides mentors to help students develop character through experiential learning. PureGame's character education curriculum is facilitated through the game of soccer. PureGame is focused on promoting a positive school climate, providing students with character development, and preventing negative behaviors that often result in suspensions. The primary goal of the program is to provide character education for these at-risk students.

Title I..... not-to-exceed..... \$1,000
01.00-3010-0-5850-1131-1000-648-604-000 (Rodriguez)

FISCAL IMPACT: \$39,747

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

TOPIC: **STUDY TRIP**

DESCRIPTION: Villa Park High School – Girls’ Volleyball Team – Henderson, NV – September 13-15, 2018

Villa Park’s Girls’ Volleyball Team, under the supervision of Kevin Hitt, will travel to Las Vegas to participate in the Durango Fall Volleyball Classic. The students will have the opportunity to compete with high schools from all over the country. Coaches from all levels of university and colleges will be in attendance. The 16 female students will be accompanied by two adult male chaperones and one adult female chaperone. Parents will provide transportation for their student and any parent driving a student other than their own will have an approved OUSD Driver Certification on file prior to this trip. The students will be housed at the Holiday Inn Express in Green Valley. Cost per student is \$150 and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. No substitute is required and the students will miss 1.5 days of school.

FISCAL IMPACT: There is no fiscal impact.

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

**TOPIC: SPECIALIZED SECONDARY PROGRAMS: COHORT 3
YEAR 2 IMPLEMENTATION – DIGITAL AUDIO
PRODUCTION GRANT 2018-19**

DESCRIPTION: The Curriculum Department has received a Grant Award Notification for the Specialized Secondary Programs – Cohort 3 – Year 2 Implementation. These funds will be for the Digital Audio Production program at Villa Park High School that supports two innovative pathway SSP courses - Career Focus: Digital Audio and Intermediate Digital Audio Production.

The Digital Audio pathway will give students experience using industry standard software, creating high-quality audio projects, and collaborating across disciplines. It will also introduce students to the business side of music production through coursework and class visits by leaders in the music industry.

After completing these courses, students can transfer their skills to an audio design or music production course at a 2 or 4-year college, or directly apply them in an apprenticeship or job in audio design, music production, licensing, or management.

FISCAL IMPACT: Receipt of \$119,125 in grant funds.

RECOMMENDATION: It is recommended that the Board of Education accept the SSP – Digital Audio Production Grant funds.

TOPIC: **BOOSTER CLUBS**

DESCRIPTION: Booster Clubs are separate organizations from a school district that contribute financial and moral support to various sports, clubs and organization on school sites. California Education Code section 51521 requires all organizations that conduct fundraising to benefit clubs, schools, students and the district have prior approval from the district's governing board. The District adopted Board Policy 1230 and administrative regulations to establish specific conditions and controls for the relationship between organizations and the District.

The list of school booster organization(s) below have completed the required application and provided a list of site officers, tax identification numbers, non-profit 501(c)(3), bylaws, proposed budget and proposed activities. These documents have been reviewed by the site principal and District administration for submission for Board approval. Booster Clubs may be revoked by the Principal and shall be reauthorized by the Board of Education every five years.

Canyon High School

Canyon Cheer Booster Club, Inc.

FISCAL IMPACT: This item has no fiscal impact

RECOMMENDATION: It is recommended that the Board of Education approve the request to establish the above-named booster club.

TOPIC: **COURSE APPROVALS**

DESCRIPTION: The new course outlines described below have been reviewed by the Central County Career Technical Partnership (CTEp) for CTE courses and the District's Curriculum Department for all other courses. These courses are recommended to the Board of Education for approval.

HOTEL AND TOURISM MANAGEMENT (UC)

Students will apply 21st Century skills (Critical Thinking, Collaboration, Communication, Creative Thinking) as they dive deeper into the duties and responsibilities of management positions found throughout the hospitality industry. Students will learn to manage departments according to the expectations of the "Production Team" or Production Handbook and they will solve problems, use innovative ideas, and practice multiple forms of communication as they create customer-based solutions to real-world scenarios found in various branches of the Hospitality and Tourism Industry. From airlines to bed and breakfast establishments, students will be able to focus on the industry that most interests them. This course meets the UC "g" requirement.

INTERMEDIATE DIGITAL AUDIO (UC)

This course will expand students' knowledge of audio engineering and production. It places a strong emphasis on building skills of collaboration, which are key to those in the music industry. Students will become familiar with Digital Audio Workstations (DAWs) and begin working in ProTools, software that is the industry standard for audio engineers working in the film, broadcast, music, and video game industries. Students will gain a broader understanding of live recording through collaboration with the visual and performing arts departments and dance pathways to record live instruments, foley, sound effects and vocalists using DAWs. They will also collaborate with the graphic design department to create cover designs for their music projects. Students will expand their knowledge of audio design by collaborating with students in different pathways to create video games, websites, music videos, dance recitals, and short films. This course meets the UC "g" requirement.

FISCAL IMPACT: No fiscal impact. The cost of instructional materials will be addressed during the forthcoming textbook adoption process.

RECOMMENDATION: It is recommended that the Board of Education authorize the Superintendent or designee to approve the courses presented.

OUSD/Truex/Corella
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TOPIC: INCOME AGREEMENT 46399: ORANGE UNIFIED SCHOOL DISTRICT, ORANGE COUNTY DEPARTMENT OF EDUCATION AND ORANGE COUNTY QUALITYSTART OC

DESCRIPTION: The OUSD State and Parent Paid Preschool Program participate in the QualityStart OC Quality Rating and Improvement System (QRIS) developed by the Orange County Department of Education. The purpose of the QRIS is to design and implement a comprehensive quality rating system, and to support defined elements of quality improvement in early childhood educational programs in Orange County. The income agreement will consist of:

- Providing technical support to preschool staff on CLASS (Classroom Assessment and Scoring System) in order to help them understand the tool on a deeper level and increase scores
- Providing technical support to preschool teachers on the Early Childhood Environmental Rating Scale (ECERS) to enhance their classroom environments
- Providing professional development on CLASS, Differentiating for 3 Year Old's, Team Building, ECERS, Inclusion, and Creating Literacy Rich Environments

FISCAL IMPACT: Not to exceed \$10,900

RECOMMENDATION: It is recommended that the Board of Education authorize the District to enter into the Income Agreement between Orange County Department of Education, Orange County QualityStart OC and the District for the 2018-19 school year.