

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

Thursday, January 17, 2019
5:00 p.m. – Closed Session - Conference Room Bldg. B
7:00 p.m. – Open Session

AGENDA

- 1. CALL MEETING TO ORDER – 5:00 p.m.**
- 2. ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION**
- 4. ADJOURN TO CLOSED SESSION**
 - A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code 54957
Title: Superintendent of Schools
Midyear Progress Review
 - B. PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE
Government Code 54957
 - C. PUBLIC EMPLOYEE APPOINTMENT
Government Code 54957
Title: Middle School Principal
 - D. 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
 - E. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION: ONE ITEM
Potential Litigation Pursuant to Government Code sections 54956.9 (a), (d)(2), and (e)(1)
- 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
 - D. State of the School Report – Villa Park High School..... 1
- 10. APPROVAL OF MINUTES**

November 8, 2018 (Regular Meeting)
December 13, 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 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 either by telephone, mail, or at a subsequent meeting.

- 12. ACTION ITEMS**
- A. Student Calendars 2020-21 and Amended 2019-202-4
- B. Memorandum of Understanding and Addendum to Memorandum of Understanding
between the Orange Unified School District and El Rancho Charter School5-47
- C. Public Hearing: Resolution No. 23-18-19: Approval of Increase in Statutory School Fees48-52
- D. Resolution No. 24-18-19: Approval to Adopt Uniform Public Construction Cost Accounting Act and
Procedures53-56
- E. Resolution No. 25-18-19: Approval to Adopt Informal Bidding Procedures Pursuant to the Uniform Public
Construction Cost Accounting Act.....57-60
- F. Approval of Deferred Maintenance Plan – Summer 2019 61
- 13. INFORMATION/DISCUSSION ITEMS**
- A. Proposed Revisions to Board Policies/Bylaws – First Reading62-137
- B. Measure S Capital Facilities Program Update 138
- C. Fiscal Report – Capital Outlay Fund (40)..... 139
- D. El Modena High School Pool Replacement 140
- 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 and will be acted upon following approval of the Consent Items.*
- MEASURE S**
- A. Contract Services Report – Measure S 141
- BUSINESS SERVICES**
- B. Gifts142-143
- C. Purchase Orders List..... 144
- D. Warrants List 145
- E. Contract Services Report – Business Services.....146-148
- F. Notices of Completion 149
- HUMAN RESOURCES**
- G. Personnel Report150-161
- H. Teacher Assignment/Consent Report.....162-163
- EDUCATIONAL SERVICES**
- I. Contract Services Report – Educational Services.....164-165
- J. Study Trips.....166-168
- K. Out of State Conference Requests 169
- L. Western Association of Schools and Colleges Accreditation Mid-Term Study Visitation – Canyon HS/El
Modena HS..... 170
- BOARD OF EDUCATION/SUPERINTENDENT**
- M. Resolution No. 26-18-19 Signature Authorization171-173
- N. Resolution No. 27-18-19 Calling for Full and Fair Funding of California's Public Schools.....174-176
- 15. PUBLIC COMMENT – Non-Agenda Items (Please see No. 11 – Public Comment.)**
- 16. OTHER BUSINESS (Board/Staff Conference and Comments)**
- 17. ADJOURNMENT**

ANNOUNCEMENTS
AND
ACKNOWLEDGMENTS

TOPIC: **ANNOUNCEMENTS & ACKNOWLEDGMENTS**

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

9.B. Board President's Report

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

9.D. State of the School Report

- *Kelly Kwon, Villa Park High School*

ACTION
ITEMS

TOPIC: **STUDENT CALENDARS 2020-21 AND AMENDED 2019-20**

DESCRIPTION: A proposed student calendar for the 2020-21 school year and a proposed amendment to the Board approved student calendar for the 2019-20 school year, both incorporating an 80/100 semester model for high school students, are presented by the District Student Calendar Committee for consideration to the Board of Education. The proposed student calendar for the 2020-21 school year and the proposed amendment to the Board approved student calendar for the 2019-20 school year have been reviewed by the Executive Cabinet and presented to the Board of Education as part of an information item at the December 13, 2018 Board meeting.

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



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

These calendars are based upon work completed by the District Student Calendar Committee in response to Board of Education discussion at the September 20, 2018 Board meeting. At that Board meeting, the concept of ending the first semester prior to winter break for high school students was discussed. In concert with that discussion, the District Student Calendar Committee reviewed various options to accomplish that end, and settled on an 80/100 semester model.

Several of the traditional parameters used by the District in the annual construction of student calendars are used in the 80/100 calendar model, including a 180 day student schedule, a one week recess at Thanksgiving, three instructional weeks between Thanksgiving and Winter Break, a three week recess at Winter Break, and a one week recess at Spring Break.

The proposed student calendars in this item meet State requirements (California Education Code Sections 46200-46201) for the number of school days and instructional minutes for the school year. The District Student Calendar Committee is comprised of representatives from elementary, middle, and high schools, several District departments, as well as each of the two employee associations.

FISCAL IMPACT: The cost for an 80/100 model calendar is estimated to be similar to the cost associated with previous modified traditional track student calendars.

RECOMMENDATION: It is recommended that the Board of Education approve the attached proposed student calendar for the 2020-21 school year, and approve the amendment to the previously Board approved 2019-20 student calendar.

OUSD/Kissee
Board Agenda
January 17, 2019



ORANGE UNIFIED SCHOOL DISTRICT STUDENT CALENDAR 2019 - 2020

80/100 DRAFT

Serving the communities of the Orange Unified School District for over sixty-five years

JULY 2019						
S	MON	TUE	WED	THUR	FRI	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
4 Independence Day Instructional Days: 0						

AUGUST 2019						
S	MON	TUE	WED	THUR	FRI	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
16, 19 Staff Development Days - No Students 20 Teacher Prep Day - No Students 21 First Day of Instruction Instructional Days: 8						

SEPTEMBER 2019						
S	MON	TUE	WED	THUR	FRI	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
2 Labor Day Instructional Days: 20						

OCTOBER 2019						
S	MON	TUE	WED	THUR	FRI	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
7-11 Parent Conf. (Elem) Min Days 16 End of 1st Quarter - Minimum Day High School Instructional Days: 23						

NOVEMBER 2019						
S	MON	TUE	WED	THUR	FRI	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
5 Staff Development Day - No Students 11 Veterans Day 15 End of Trimester - Minimum Day Elementary & Middle School 25-29 Thanksgiving Break Instructional Days: 14						

DECEMBER 2019						
S	MON	TUE	WED	THUR	FRI	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
19 Minimum Day - High School 20 End of 2nd Quarter- Min Day HS Dec. 23, 2019 - Jan. 10, 2020: Winter Break Instructional Days: 15						

JANUARY 2020						
S	MON	TUE	WED	THUR	FRI	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Dec. 23, 2019 - Jan. 10, 2020: Winter Break 20 Martin Luther King Jr. Day Instructional Days: 14						

FEBRUARY 2020						
S	MON	TUE	WED	THUR	FRI	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
14 Lincoln Day observed 17 Washington Day Instructional Days: 18						

MARCH 2020						
S	MON	TUE	WED	THUR	FRI	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
10 End of 2nd Trimester - Min Day Elementary & Middle School 27 End of 3rd Quarter - Min Day HS March 30 - April 3: Spring Break Instructional Days: 20						

APRIL 2020						
S	MON	TUE	WED	THUR	FRI	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
March 30 - April 3: Spring Break Instructional Days: 19						

MAY 2020						
S	MON	TUE	WED	THUR	FRI	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
25 Memorial Day 29 Minimum Day - Elementary & Middle School Instructional Days: 20						

JUNE 2020						
S	MON	TUE	WED	THUR	FRI	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
10 Minimum Day - High School 11 Last Day of Instruction - Minimum Day 12 Teacher Day - No Students Instructional Days: 9						

Total: 180



ORANGE UNIFIED SCHOOL DISTRICT STUDENT CALENDAR 2020 - 2021

80/100 DRAFT

Serving the communities of the Orange Unified School District for over sixty-five years

JULY 2020						
S	MON	TUE	WED	THUR	FRI	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
3 Independence Day observed						
Instructional Days: 0						

AUGUST 2020						
S	MON	TUE	WED	THUR	FRI	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
14, 17 Staff Development Days - No Students 18 Teacher Prep Day - No Students 19 First Day of Instruction						
Instructional Days: 9						

SEPTEMBER 2020						
S	MON	TUE	WED	THUR	FRI	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
7 Labor Day						
Instructional Days: 21						

OCTOBER 2020						
S	MON	TUE	WED	THUR	FRI	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
5-9 Parent Conf. (Elem) Min Days 14 End of 1st Quarter - Minimum Day High School						
Instructional Days: 22						

NOVEMBER 2020						
S	MON	TUE	WED	THUR	FRI	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Staff Development Day - No Students 11 Veterans Day 13 End of Trimester - Minimum Day Elementary & Middle School 23-27 Thanksgiving Break						
Instructional Days: 14						

DECEMBER 2020						
S	MON	TUE	WED	THUR	FRI	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
17 Minimum Day - High School 18 End of 2nd Quarter - Min Day HS Dec. 21, 2020 - Jan. 8, 2021: Winter Break						
Instructional Days: 14						

JANUARY 2021						
S	MON	TUE	WED	THUR	FRI	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
Dec. 21, 2020 - Jan. 8, 2021: Winter Break 18 Martin Luther King Jr. Day						
Instructional Days: 14						

FEBRUARY 2021						
S	MON	TUE	WED	THUR	FRI	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
12 Lincoln Day observed 15 Washington Day						
Instructional Days: 18						

MARCH 2021						
S	MON	TUE	WED	THUR	FRI	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
9 End of 2nd Trimester - Min Day Elementary & Middle School 26 End of 3rd Quarter - Min Day HS March 29 - April 2: Spring Break						
Instructional Days: 20						

APRIL 2021						
S	MON	TUE	WED	THUR	FRI	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
March 29 - April 2: Spring Break						
Instructional Days: 20						

MAY 2021						
S	MON	TUE	WED	THUR	FRI	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
28 Minimum Day - Elementary & Middle School 30 Memorial Day						
Instructional Days: 20						

JUNE 2021						
S	MON	TUE	WED	THUR	FRI	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
9 Minimum Day - High School 10 Last Day of Instruction - Minimum Day 11 Teacher Day - No Students						
Instructional Days: 8						


Total: 180

TOPIC: **MEMORANDUM OF UNDERSTANDING AND ADDENDUM TO MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE ORANGE UNIFIED SCHOOL DISTRICT AND EL RANCHO CHARTER SCHOOL**

DESCRIPTION: The Board of Education took action on May 25, 2017 to approve the Charter School Renewal Petition for El Rancho Charter School pursuant to Education Code Sections 47605-47607. Accordingly, the renewal Charter is in effect for El Rancho Charter School through June 30, 2022.

In addition to the Charter document, a separate Memorandum of Understanding (MOU) regarding the operation of El Rancho Charter School, which was approved by the Board of Education on June 9, 2016, has remained in effect until a revised MOU is approved.

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


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

The revised MOU, along with a companion Addendum to the MOU (covering certain aspects of Special Education services at El Rancho) which was collaboratively prepared by District and El Rancho staff, including legal counsel, are presented for consideration by the Board of Education. The proposed MOU and the Addendum to the MOU have both been approved by the El Rancho Charter School Board, and a copy of each has been provided to the Board of Education for review.

The revised MOU and the Addendum to the MOU contain terms and conditions which, upon approval, would together replace the previous MOU in governing aspects of the relationship between the Orange Unified School District and El Rancho Charter School.

FISCAL IMPACT: No change to current budget.

RECOMMENDATION: It is recommended that the Board of Education approve the revised Memorandum of Understanding and the Addendum to the Memorandum of Understanding by and between Orange Unified School District and El Rancho Charter Middle School.

MEMORANDUM OF UNDERSTANDING
by and between
EL RANCHO CHARTER SCHOOL
and
ORANGE UNIFIED SCHOOL DISTRICT
July 1, 2017 to June 30, 2022

This Agreement (“Agreement” or “MOU”) is executed between El Rancho Charter School (“Charter School” or “El Rancho”), a California public charter school and the Orange Unified School District (“District”). The Charter School and the District are collectively referred to as “the parties.”

I. RECITALS

- A. The Charter School is a public charter school existing under the laws of the State of California and under the supervisory oversight of the District.
- B. The District is a School District existing under the laws of the State of California.
- C. The District is the authorizing school district of the Charter School. On December 14, 2016, the El Rancho governing board approved the final form and submittal of its charter renewal petition, which was presented to District on December 19, 2016, and again in a tracked-changes format at District request on January 17, 2017 (the “Charter”). El Rancho contends that the Charter renewal is deemed approved by operation of law, pursuant to Charter Schools Act regulation §11966.4(c). The District disagrees, and intends to act on renewal petition on May 25, 2017. Aside from that disputed matter, both El Rancho and the District deem it beneficial, and desire to enter into this operational Memorandum of Understanding to help facilitate the efficient operation and oversight of El Rancho (the “MOU”). This Agreement outlines the agreement of the Charter School and the District governing their respective fiscal and administrative responsibilities and their legal relationships, as well as the operation of the Charter School through June 30, 2022.
- D. District and El Rancho recognize that not all requirements governing charter school-charter authorizer relations, reporting, and oversight are memorialized herein, and therefore, the parties to this MOU agree that they are bound by and will comply with all applicable provisions of the Education Code, and all other applicable statutes, rules and regulations in addressing any matters not specifically addressed in the Charter and/or this MOU.
- E. This MOU shall be effective beginning July 1, 2017, and shall stay in effect throughout the current term of the Charter School's Charter, which runs through and including June 30, 2022. This MOU may be reviewed annually, and may be amended or augmented by addendum at any time upon mutual written agreement. The future renewal of the Charter School's Charter will depend in part on applicable law.

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



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

- F. The parties recognize that courts, including the California Supreme Court, have repeatedly held that the Legislature has fully occupied the chartering process, and school districts are preempted from imposing conditions that alter or prevail over the Charter itself: “[C]harter schools are strictly creatures of statute. From how charter schools come into being, to who attends and who can teach, to how they are governed and structured, to funding, accountability and evaluation—the Legislature has plotted **all aspects of their existence.**” (United Teachers of Los Angeles v. Los Angeles Unified School District (2015) 54 Cal.4th 504, 521.) Therefore, the District and El Rancho both intend that this MOU be consistent with the Charter Schools Act and other applicable state law. In the event of a conflict between the law and the terms of this MOU, the law shall prevail, and any such conflicting terms shall be revised by mutual agreement of the parties or severed from this Agreement and nullified. In the event of a conflict between the Charter and this MOU, the terms of the Charter shall prevail.

II. AGREEMENTS

A. Terms

1. The Charter and this Agreement will govern the relationship between the District and the Charter School regarding the operation of El Rancho Charter School concerning matters not specifically addressed in the Charter.
2. The duly authorized representative of the Charter School is the principal or designee. All communication regarding any aspect of the operation of the Charter School shall be initiated by the District with the Charter School principal unless the principal delegates this function to another officer of the Charter School. The authority of the principal shall be as determined by the Charter School Board.
3. The duly authorized representative of the District is the Superintendent or any designee thereof. All communication regarding any aspect of the operation of the Charter School shall be initiated by the Charter School with the Superintendent unless the Superintendent delegates this function to another employee of the District. The authority of the Superintendent shall be as determined by the Board of Trustees. The Board of Trustees shall approve all formal District actions related to oversight and monitoring of the Charter School.

B. Funding

1. The Charter School is eligible for all State funding afforded to a California charter school. Local Control Funding Formula (LCFF) will be apportioned by Average Daily Attendance (“ADA”). The Charter School will be responsible for providing the State Department of Education with all data required for funding. The LCFF Funding may not include:

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



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

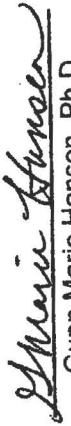
This is to certify that this item was approved by the Board of Education.



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

- a. Programs for which the Charter School is required to apply separately, such as summer school.
 - b. Special Education Programs — these funds are allocated to the SELPA in which the Charter School is affiliated.
 - c. Lottery funds — the Charter School will be funded from the State, in addition to the LCFF funding, for their share of these funds. A portion of Lottery Funds must be spent on instructional materials, as dictated by the State.
2. The Charter School is eligible for Federal funding including, but not limited to: Title I, II, IV and VII, based on the qualification of the Charter School's students for such funding. The Charter School will apply for this funding in conjunction with the District.
 3. The Charter School may receive funding from new or one-time funding sources available to schools or school Districts provided by the State of California to the extent that the Charter School and its students generate such entitlements. Additionally, the Charter School may apply for private grants. It is the Charter School's obligation to apply for these funding sources/grants on its own.
 4. Grants written and obtained by the Charter School will come directly to the Charter School and will not go through the District, except as required by Orange County Treasurer procedures.
 5. In addition to the LCFF Funding specified herein, the parties recognize the authority of Charter School to pursue additional sources of funding. District agrees to cooperate with and assist El Rancho as requested to support pursuit of such additional funding (e.g., provide certificate of good standing), but at El Rancho's sole cost and expense.
 6. If the District applies for additional sources of funding in the form of grants and/or categorical funding at the request of and for the benefit of the Charter School, the District may charge the maximum indirect cost as allowed under law. Funds shall be allocated to the Charter School on a prorated basis related to the formula that generates the funds. For example, if funds are generated on a per eligible student basis, they shall be allocated to the Charter School on a per eligible student basis and subject to the administration fee (i.e., indirect charge fee) charged by the District. Nothing in this provision shall obligate the District to apply for such additional sources of funding unless it is otherwise obligated to under law.
 7. Pursuant to Education Code 47636(a)(2) the Charter School reserves the right to apply for state and federal categorical programs in cooperation with the District, however neither the Charter School nor the District shall be obligated to make such application.

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



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

8. The Charter School is also entitled to lottery funds, a variety of state and federal application based programs, as well as various grant opportunities. It shall be the responsibility of the Charter School to apply for funding which is beyond the base statutory entitlement.
9. The District shall monthly transfer to the Charter School funding in lieu of property taxes pursuant to Education Code section 47635.
10. Pursuant to Education Code section 47604, subdivision (c), the Charter School agrees that all loans received by the Charter School shall be the sole responsibility of the Charter School and the District shall have no obligation for repayment. The parties agree that it is their intent, consistent with Education Code section 47604, subdivision (c), that "an authority that grants a charter to a charter school shall not be liable for the debts or obligations of the charter school, or for claims arising from the performance of acts, errors, or omissions by the charter school, if the authority has complied with all oversight responsibilities required by law, including, but not limited to, those required by Section 47604.32 and subdivision (m) of Section 47605."
11. The Charter School agrees that all revenue obtained by the Charter School shall only be used to provide educational services consistent with its Charter and shall not be used for purposes other than those set forth in the approved Charter, this Agreement or any authorized amendments. All expenditures shall be in accordance with applicable law. El Rancho shall not use its Charter operating revenue to start or operate another charter school without the prior approval of the District Board.
12. The parties agree to negotiate on a case-by-case basis for any additional funding pursuant to Education Code section 47636, subdivision (b).

C. Legal Relationship

1. The parties recognize that the Charter School is a separate entity that operates the El Rancho Charter School under the supervisory oversight of the District under the Education Code section 47600, *et seq.* The Charter School and its officers, board members, employees and volunteers, shall operate and provide the school services pursuant to this MOU and the Charter as a wholly independent entity. The Charter School and the District shall not in any way or for any purpose become or be deemed to be agents, partners, joint venturers, or a joint enterprise. The District shall not be liable for the actions or liabilities of Charter School.
2. As specified in the Charter, the Charter School's Board of Directors shall include the Superintendent's representative and also the Canyon High School Principal or designee. The Superintendent and Canyon High School Principal shall designate these representatives and these representatives

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



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

shall serve solely at the Superintendent's and Canyon High Principal's respective discretion and shall have no limit on the number of consecutive or total terms they may serve. Except as stated herein or in accordance with legal requirements, no restrictions on the appointment, qualifications, service, removal, or limitations on the number of terms or consecutive terms applicable to other members of the Board of Directors shall apply to any Superintendent representative appointee or to the Canyon High School Principal or designee, and such appointees shall serve at the pleasure of and be removed only by the action of the Superintendent or Canyon High School Principal or designee. Further, any Superintendent and Canyon High School Principal representative shall be a full, voting member of the Board of Directors and the policies and practices of the Charter School shall not include any restrictions or limitations on the authority of any Superintendent representative or the Canyon High Principal or designee. All members of the Board of Directors shall not be restricted or limited in their ability and rights to participate in the actions and meetings of the Board of Directors except as may be required by law. Notwithstanding, the Superintendent's representative and the Canyon High School Principal or designee may be excluded from closed session matters involving actual or anticipated disputes with the District, so that El Rancho may maintain its attorney-client privilege.

3. The Charter School shall be wholly responsible for its own operations and shall manage its operations within the constraints of its annual budget, and shall be solely responsible for all costs and expenses related to the Charter and its operation, including, but not limited to, costs of insurance, reserves, staff and operations. The District shall not be liable for the debts or obligations of the Charter School or for claims arising from the performance of acts, errors, or omissions by the Charter School, except those arising from acts, errors, or omissions by the Superintendent's representative or the Canyon High School Principal or designee, as long as the District has performed the oversight responsibilities described in Education Code Sections 47604.32 and 47605(m).

The Charter School shall not have the authority to enter into a contract that would bind the District, nor to extend the credit of the District to any third person or party. Any contracts, purchase orders, or other documents to which District is not a party and/or which are not approved or ratified by the District Board as required by law, shall be unenforceable against the District and shall be the Charter School's sole responsibility. As practicable, the Charter School shall require that the following language or equivalent is included in any and all contracts it enters into:

The El Rancho Charter School shall have no authority to enter contracts for or on behalf of the Orange Unified School District (OUSD). The parties to this agreement understand, acknowledge,

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



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

and agree that any contracts, purchase orders, or other documents to which the OUSD is not a specific party and/or which are not approved or ratified by the OUSD District Board of Education and, as required by law, shall be unenforceable against the OUSD and shall be El Rancho's sole responsibility

4. The Charter School will comply with all applicable State and federal laws, including, without limitation, The Ralph M. Brown Act (Gov. Code section 54950, *et seq.*), the California Public Records Act (Gov. Code section 6250, *et seq.*), and the Political Reform Act (Gov. Code section 87100). The Charter School agrees to comply with conflict of interest laws, however, it reserves the right to not comply with or to modify its compliance with the conflict of interest laws if the Legislature, or any California Court of Appeal or Supreme Court determines that these laws do not apply to charter schools. When issues arise related to the terms and conditions of employment, or personnel-related matters, for paid employees sitting on the Board, the Board will take appropriate action, which may include, but not be limited to, the disqualification and abstention of those employees from participation in the Board's deliberation or decision making process related to their own contracts or employment, other contractual decisions of the Board that impact a financial term and/or condition of their employment, in which the employee may have a financial interest, or any personnel-related matter involving confidentiality concerns. The Charter School agrees that the indemnity provision contained in provision II(C)(2) of this Agreement shall apply to any and all allegations that the Charter School Board violated any conflict of interest provision. This provision shall not in any way prejudice the District's right to issue a Notice to Cure with respect to wrongdoings related to the Charter School Board's compliance with conflict of interest laws.

The Charter School shall also comply with all applicable federal and state laws concerning the maintenance and disclosure of student records, including, without limitation, the Family Education Rights and Privacy Act of 1974 (20 U.S.C.A. section 1232g), and all applicable state and federal laws and regulations concerning the improvement of student achievement, including, without limitation, any applicable provisions of the Elementary and Secondary Education Act of 1965 (20 U.S.C.A. 6301, *et seq.* as reauthorized and amended by the Every Student Succeeds Act ("ESSA"). The Charter School also agrees to take the appropriate remedial action if notified by the State of California of a violation of any of the foregoing.

5. It shall be the sole responsibility of the Charter School to file and update as required, the "Statement of Facts Roster of Public Agencies" as required by Government Code section 53051. The current Statement of Facts Roster shall be submitted to the District by October 31 each year. It shall also be the sole responsibility of the Charter School to file an amendment to the

Statement of Facts Roster within 10 days after a change in any of the required information.

D. Fiscal Relationship

Oversight Obligations

1. The District's oversight responsibilities include, but will not be necessarily limited to, the following:

a. Review of this Memorandum of Understanding and subsequent agreements to clarify and interpret the Charter and amendments to the Charter and the relationship between the Charter School and the District.

b. Monitoring performance and compliance with the Charter and with applicable laws, including the following:

Visiting the Charter School at least once per year;

Monitoring the fiscal condition of the Charter School;

Notifying the State of California upon the occurrence of any of the events described in Education Code section 47604.32(e), i.e., renewal, revocation or termination of the charter for any reason.

The Charter School shall respond to all reasonable inquiries of the District, including, but not limited to, inquiries regarding its financial records.

c. Charter revocation processes, including hearing/investigating alleged violations and monitoring efforts to cure.

d. For purposes of fiscal oversight and monitoring by the District, the Charter School shall provide to the District copies of financial and programmatic data and reports unless the Charter School chooses to keep their funds in District accounts. All problems, questions, concerns, and/or issues, if any, related to the documents, data and reports that are produced by the Charter School and delivered to the District shall be brought to the Charter School's attention in writing.

(1) Student Data

The Charter School shall maintain contemporaneous written records of enrollment and ADA and make these records available to the District for inspection and audit. The Charter School shall cooperate with the District in creating copies of the P-1, P-2, and annual state attendance reports.

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



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

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



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

In addition, the Charter School shall provide all necessary information required to be submitted to the California Longitudinal Pupil Achievement Data System (CALPADS) by no later than October 31 of each year, including, but not limited to, the following:

- 1.18 FRPM/EL/Foster Youth - Student List
- 2.10 - English Language Acquisition Status - Census Comparison Student List
- 2.13 - English Language Acquisition Status - ELs Reclassified RFEF Student List
- 2.4 - English Learner Education Services - Student Count Unduplicated Review
- 2.5 - English Learner Education Services - Unduplicated Count of Teachers Providing EL Services Review

The Charter School's student discipline policies shall be provided for review by the District annually as updated. The District will provide the Charter with a reminder after 15 days in the event that the information has not been provided.

Compliance with the procedures for expulsion set forth in the Charter shall be the only processes for the Charter School to involuntarily dismiss, remove, or otherwise exclude a student who attends the Charter School from further attendance at the Charter School for any reason, including but not limited to, disciplinary and academic causes. Students expelled from any school for the offenses listed in Education Code Section 48915(a) or 48915(c) shall not be permitted to enroll in the Charter School during the period of their expulsion.

(2) Personnel Data/Credential Data

The original credentials and other personnel records shall be maintained by the District.

(3) Budget/Financial Data

Budget Data:

A preliminary budget shall be provided to the District and the County Superintendent of Schools for review by no later than May 31 of each year. A copy of the adopted budget shall be provided to the District for review by no later than July 15 of each year.

Financial Data:

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



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

Bank account reconciliations will be performed by the Charter School on a monthly basis and shall be provided for District review on a quarterly basis. Balance sheets, and check registers shall be provided for District review concurrently with bank account reconciliations.

Updated fiscal policies of the Charter School shall be available for District review annually. The Charter School also agrees to comply with the remaining reporting provisions contained in Education Code section 47604.33

The First Interim Financial Report shall be provided to the District and County Superintendent of Schools within 45 days after October 31 of each year (no later than December 15); the Second Interim Financial Report shall be provided to the District within 45 days after January 31 of each year (no later than March 15); the Third Interim Financial Report shall be provided to the District within 45 days after April 30 of each year (no later than June 15). The revised budget of the current fiscal year shall be provided to the District by September 1 of each year.

Financial Audit:

The Charter School annual audit will be conducted simultaneously with the District's audit and will be performed by the same firm employed by the District for auditing purposes. Audit exceptions or deficiencies identified in the audit report shall be addressed by the Charter School through the development of a remediation plan outlining how and when they will be resolved. The remediation plan will be provided to the District by January 15 of each year or within 4 weeks following the finalization of the Audited Financial Report, whichever is later.

(4) Governance Data/Meeting Information

Copies of meeting agendas and minutes for meetings of the Charter Board and any of its committees shall be provided to the District within three days of the meeting. The District will provide the Charter with a reminder after 15 days in the event that the information has not been provided.

(5) Payroll Information

Certificated and classified employee salary schedules shall be available for District review. The Charter School may

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



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

process Charter School STRS and PERS through the District in accordance with Education Code § 47611.3.

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



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

(6) Risk Management Data

Copies of all policies of insurance and memoranda of coverage, including endorsements, shall be provided to the District annually if the Charter School chooses coverages that are not part of the District insurance policies.

A copy of the Charter School Safety Plan shall be provided to the District on an annual basis and whenever significant revisions are made to the Plan.. The District will provide the Charter with a reminder after 15 days in the event that the information has not been provided.

Health benefit plans and policies shall be provided for District review if the Charter School chooses to use different policies or carriers than the District.

(7) Programmatic/Performance Audit

The Charter School will prepare an annual performance report regarding compliance with the terms of the Charter and shall provide all information necessary to demonstrate that the Charter School is meeting the applicable accountability. The Charter School shall provide a copy of the LCAP annual update as required pursuant to Education Code 47606.5 on or before July 1 of each year. The performance audit shall be provided to the District annually. The District will reserve the right to inspect assessment results of the school and physically inspect the educational programs at the School. The School will present a Student Achievement Conference if it is required of other District schools.

(8) Other

The Charter School shall make available such other documents, data and reports as may be reasonably requested or required by the District, the County Office of Education, and the State Department of Education.

- e. The Charter School must maintain a minimum reserve requirement for the Charter School's ending balance of not less than 5%.

2. *Oversight Fee*

In accordance with Education Code section 47613, the Charter School shall pay the District an amount equal to two percent (2%) of the Charter School revenues to cover the actual cost of supervisory oversight and for

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



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

providing substantially rent free facilities. "Charter School revenue" means the LCFF, as defined in subdivision (a) of Section 47632 (in accordance with Ed. Code section 47613(f)). This section shall not preclude the District from charging the Charter School a fee for services that are provided by the District for the maintenance and operation of the facility by mutual agreement of the parties.

3. *Administrative Services*

The Charter School has the obligation to provide all services necessary to operate the Charter School. The Charter School may provide these services directly or may contract with a third party to provide services. This provision does not preclude the Charter School from purchasing services from the District should the District and the Charter School agree to do so. The Charter School understands that the District has no legal obligation to provide administrative services to the Charter School. The Charter School shall be obligated to pay for services performed by the District at the request of the Charter School. The District shall prepare a menu of available administrative services and include the charge for those services and any deduction from that charge in Exhibit A. The terms outlined in Exhibit A will be reviewed annually and any changes in the level of service or program will be renegotiated as necessary.

All charges for services provided by the District shall be calculated on expenditures of the Charter School (not revenue).

Should the Charter School contract for administrative services from a third party, it shall provide a copy of the contract between itself and the outside services provider within three (3) days of its approval. In no event may El Rancho pay for administrative services on a contingency fee type basis (e.g. the service provider may not receive payment in the form of El Rancho's total net proceeds or a percentage thereof).

4. The District shall provide a written invoice and supporting expense information to the Charter School detailing the amount due for services performed by the District, and any agreed to expenses paid by the District on the Charter School's behalf including special education programs, services, and related services provided by the District, along with indirect costs related to these services. If the Charter School disagrees with charges contained in the monthly invoice, the Charter School will provide written notice to the District regarding the specific nature of its concerns within fifteen business days of the receipt of the invoice. Upon receipt of the invoice the Charter School shall provide payment to District for the amount invoiced within 30 days unless the Charter School has provided written notice to District that it disagrees with charges invoiced. Within the 30 day period the District and the Charter School shall attempt to reach agreement upon payment for contested charges. The Charter School may only withhold

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



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

payment for services, fees or expenses that it has specifically contested, not for the entire amount invoiced. The disputed amount shall be placed in an escrow account. If agreement cannot be reached, the matter will be resolved consistent with the dispute resolution provisions of the Charter School's charter. Payment will be completed via expenditure transfer.

5. In the event that the District contracts with the Charter School to provide for specialized services to meet the requirements of an IEP for a student not residing in the El Rancho Charter School attendance area and for whom the District initiates placement at the Charter School, the Charter School shall provide a written invoice and supporting expense information on a monthly basis to the District detailing the amount due for services performed by the Charter School, including any agreed to expenses paid by the Charter School on the District's behalf. Specifically excluded from billing are services provided by the Charter School for students not residing in the El Rancho Charter School attendance area who enroll in the Charter School by parent choice through the open-enrollment, or other parental choice processes.

If the District disagrees with charges contained in the monthly invoice, the District will provide written notice to the Charter School regarding the specific nature of its concerns within fifteen business days of the receipt of the invoice. Upon receipt of the invoice the District shall provide payment to Charter School for the amount invoiced within 30 days unless the District has provided written notice to Charter School that it disagrees with charges invoiced. The District may only withhold payment for services, fees or expenses that it has specifically contested, not for the entire amount invoiced. Within the 30 day period the District and the Charter School shall attempt to reach agreement upon payment for contested charges. If agreement cannot be reached, the matter will be resolved consistent with provisions the dispute resolution provisions of the Charter School's charter.

E. Insurance.

It shall continue to be El Rancho's responsibility, not the District's, to monitor its vendors, contractors, partners, or sponsors for compliance with the insurance requirements.

El Rancho intends and may continue to purchase insurance from the District's carrier, at least through the 2017-2018 school year. If El Rancho chooses to purchase its own insurance coverage to cover the operations of the Charter School, El Rancho shall purchase and maintain in full force and effect at all times during the term of this MOU and/or its Charter insurance in amounts and types and subject to the terms approved by the District's risk manager and as specified below. Notwithstanding any other provision contained herein, in no instance shall the District require any amounts or conditions of insurance for El Rancho greater than that the District obtains for itself. El Rancho's obligations to acquire and maintain

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



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

insurance as provided in this section of the MOU shall survive the revocation, expiration, termination, or cancellation of this MOU or the Charter or any other act or event that would end El Rancho's right to operate as a charter school pursuant to its Charter or cause El Rancho to cease operations until El Rancho has fully complied with the Closure Protocol set forth in its Charter and/or this MOU and any additional closure procedures required by law, regulation, or required by the California Department of Education. El Rancho shall at all times comply with any directives or requirements of its insurance carrier, including, but not limited to, any requirements imposed by the insurer should El Rancho purchase its insurance through the District's joint powers association and any conditions or requirements the insurer may impose or require related to the relationship between El Rancho and the District and whether El Rancho is deemed a "dependent" or "independent" charter school for the purposes of insurance coverage.

Without limiting this MOU or the Charter and/or the defense, indemnity, and hold-harmless obligations of El Rancho, throughout the life of the Charter, El Rancho shall obtain, pay for, and maintain in full force and effect insurance policies issued by an insurer or insurers admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A or A-VII" by A.M. Best Insurance Rating Guide, or, in the case of self-insurance, with a California Joint Powers Authority, a memorandum or memoranda of coverage providing coverage as follows:

COMMERCIAL GENERAL LIABILITY insurance and/or coverage, which shall include coverage for: "bodily injury," "property damage," "advertising injury," and "personal injury," including, but not limited to, coverage for products and completed operations, with combined single limits of not less than \$1,000,000 per occurrence and \$5,000,000 in the aggregate. This coverage will be on an occurrence basis. Additionally, Excess Liability coverage shall be procured in the amount of \$15,000,000 per occurrence.

General Liability Insurance Endorsement Negligence Related to Sexual Abuse or Molestation providing coverage for allegations of wrongful acts or negligence should an injury occur as a result of sexual abuse with liability coverage of \$15,000,000 per occurrence. Such insurance must include coverage for sexual abuse perpetrated by a student, students in supervised internship program, employed school psychologists and counselors, employee, officer or director, business invitee, volunteer or representative, and agent for whose conduct the insured entity is responsible.

General Liability Insurance Endorsement Negligence Related to Corporal Punishment providing coverage for allegations of wrongful acts or negligence should an injury occur as a result of corporal punishment. Such coverage shall provide for defense with liability coverage of \$15,000,000 per occurrence. Such insurance must include coverage for corporal punishment perpetrated by a student in supervised internship program,

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



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

employed school psychologists and counselors, employee, officer or director, business invitee, volunteer or representative, and agent for whose conduct the insured entity is responsible.

EMPLOYEE BENEFITS LIABILITY insurance and/or coverage which shall include coverage for errors and omissions in the administration of an employee benefit program. Such coverage shall be in an amount not less than \$ 1,000,000 per occurrence and \$1,000,000 in the aggregate.

PROPERTY insurance and/or coverage is provided by the District, and paid for by El Rancho through its 2% oversight fee, as has been the case for the many years, because El Rancho is housed on a District site. Such coverage shall include: (a) coverage for real property on an "all risk" basis with full replacement cost coverage and code upgrade coverage, (b) Fire Legal Liability, to protect against liability for portions of premises leased or rented, and (c) Business Personal Property, to protect on a Broad Form, named peril basis, for all furniture, equipment and supplies of El Rancho. If any other District property is leased, rented or borrowed, it shall also be insured by El Rancho in the same manner as (a), (b), and (c) above.

COMMERCIAL AUTO LIABILITY insurance and/or coverage, which shall include coverage for owned, non-owned, and hired autos, with bodily injury and property damage liability limits not less than \$5,000,000 per person and per occurrence.

WORKER'S COMPENSATION insurance and/or coverage, as required by applicable law, with not less than statutory limits.

ERRORS AND OMISSIONS insurance and/or coverage providing coverage for educators' legal liability and error and omissions in an amount not less than \$1,000,000 per "claim" with an aggregate policy limit of \$15,000,000.

FIDELITY BOND coverage shall be maintained by El Rancho to cover all El Rancho employees who handle, process or otherwise have responsibility for El Rancho funds, supplies, equipment or other assets. Minimum amount of coverage shall be \$1,000,000 per occurrence.

All of the insurance and/or coverage required by the foregoing provisions of this MOU shall: (a) be endorsed to name the District, the District Board members, officers, District or Superintendent appointed groups, committees, boards, and any other District or Superintendent appointed body, and administrators, employees and attorneys, agents, representatives, volunteers, successors, and assigns (collectively hereinafter the "District and the District Personnel") as additional insureds; (b) shall be primary insurance, and any insurance and/or self-insurance or coverage maintained by the District and/or by the District Personnel shall be in excess of El Rancho's insurance and/or coverage required by the foregoing provisions of this

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



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

MOU and shall not contribute with the primary insurance and/or coverage to be provided by El Rancho; (c) shall be on an "occurrence" basis rather than a "claims made" basis, excepting only educators' legal liability and errors and omissions insurance and/or coverage, which shall be on a "claims made" basis; and (d) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of liability set forth in the applicable policy or memorandum of coverage.

Each policy of insurance and/or memorandum of coverage required by the foregoing provisions of this MOU shall be endorsed to state that coverage shall not be suspended, rescinded, voided, cancelled, reduced in coverage or in limits, or non-renewed, or materially changed for any reason, without five (5) days' prior written notice thereof (or the maximum amount commercially available, or as provided by District's own coverage, whichever is greater) given by the insurer to the District by U.S. Mail, certified, or by personal delivery. In addition to such notice provided to the District by the insurer, El Rancho shall also provide the District with thirty (30) days' prior written notice, by certified mail, return receipt requested, of the suspension, recession, voiding, cancellation, reduction in coverage or limits, non-renewal, or material change for any reason, of any policy of insurance or memorandum of coverage required by the foregoing provisions of this MOU. If at any time any policy of insurance or memorandum of coverage required by the foregoing provisions of this MOU is suspended, rescinded, voided, canceled, reduced in coverage or in limits, or non-renewed, or materially changed for any reason, El Rancho shall cease operations until such policy of insurance and/or memorandum of coverage is restored or replacement coverage is obtained, and if the required insurance and/or coverage is not restored within two (2) business days, the Charter shall be subject to revocation pursuant Education Code Section 47607.


The acceptance by the District of the insurance and/or coverage required by the foregoing provisions of this MOU shall in no way limit the liability or responsibility of El Rancho or of any insurer or joint powers authority to the District.

Each policy of insurance and/or memorandum of coverage required by the foregoing provisions of this MOU shall be endorsed to state that all rights of subrogation against the District and/or the District Personnel are waived.

VERIFICATION OF COVERAGE

If El Rancho obtains its own insurance, it shall provide to the District duplicate originals of each policy of insurance and/or each memorandum of coverage required by the foregoing provisions of this MOU, including all declarations, forms, and endorsements, which shall be received and approved by the District risk manager within thirty (30) days of obtaining such coverage, and by July 1 of each year thereafter, and at any other time that a policy of insurance and/or memorandum of coverage is changed and at any other time a request is made by the District for such documents. The duplicate originals and original endorsements required by this provision shall be signed by a person authorized by the insurer and/or joint powers

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


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

authority to bind coverage on its behalf. The procuring of such insurance and/or coverage or the delivery of duplicate originals and endorsements evidencing the same shall in no way be construed as a limitation of the obligation(s) of El Rancho to defend, indemnify, and hold harmless the District and the District Personnel.

DEDUCTIBLES AND LIMITS OF LIABILITY

The limits of liability applicable to the policies of insurance and/or memoranda of coverage required by the foregoing provisions of this MOU shall not reduce or limit the obligation(s) of El Rancho to defend, indemnify, and hold harmless the District and the District Personnel.

The limits of liability applicable to the policies of liability insurance and/or memoranda of coverage in place of liability insurance required by the foregoing provisions of this MOU shall not be reduced by or apply to defense costs or attorney's fees incurred to defend against covered claims.

Any deductible(s) or self-insured retention(s) applicable to the insurance and/or coverages required by the foregoing provisions of this MOU must be declared to and approved by the District.

El Rancho shall promptly respond to all inquiries from the District regarding any claims against El Rancho and/or any obligation of El Rancho under the foregoing provisions of this MOU.

Additionally, El Rancho shall, at all times, maintain a funds balance (reserve) of its expenditures as suggested by Section 15450, Title 5 of the California Code of Regulations.

F. Indemnification

To the fullest extent permitted by law, El Rancho agrees to promptly, fully and completely indemnify, defend through counsel reasonably acceptable to District and hold harmless the District, the District Board of Education and each of their members, officers, District appointed groups, committees, boards, and any other District or Superintendent appointed body, and administrators, employees and attorneys, agents, representatives, volunteers, successors, and assigns ("District Indemnitees") from and against any and all claims, demands, actions, causes of action, suits, losses, expenses, costs, penalties, obligations, or liabilities of whatever nature or kind, including, but not limited to, attorney's fees and litigation costs, that in any way arise out of or relate to any actual or alleged act or omission on the part of El Rancho, and/or on the part of the board of directors, officers, board appointed groups, committees, boards, and any other El Rancho appointed body, and administrators, employees, attorneys, agents, representatives, volunteers, subcontractors, invitees, successors, and/or assigns of El Rancho in any way related to the performance of and/or to the failure to perform in whole or in part any obligation under this MOU and/or in any way related to the operation or operations of El Rancho or of any other facility, program, or activity, including but not limited

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



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

to El Rancho's compliance with all requirements of state and federal law relative to the provision of services to students with special needs and free appropriate public education.

The obligations of El Rancho to defend the District and the District Indemnitees identified herein is not contingent upon there being an acknowledgement of or a determination of the merit of any claim, demand, action, cause of action, or suit, and those obligations will be deemed to be triggered immediately upon the assertion of any claim, demands, actions, cause of action, or suit within the scope of this paragraph. However, nothing in this paragraph shall be construed to obligate El Rancho to indemnify District Indemnitees for any claims, demands, actions, causes of action, suits, losses, expenses, costs, penalties, obligations, or liabilities resulting from a District Indemnitee's sole negligence or from an Indemnitee's willful misconduct where such sole negligence or willful misconduct has been adjudged by the final and binding findings of a court of competent jurisdiction; except, in instances where the sole negligence or willful misconduct of a District Indemnitee accounts for only part of the loss(es) involved, the indemnity obligations of El Rancho shall be for that portion of the loss(es) not due to the sole negligence or the willful misconduct of such District Indemnitees.

El Rancho's indemnification of the District includes any third-party claim demand, action, cause of action, or suit arising from an allegation that a 75% employee vote requirement for certain changes to the 2012-2017 charter applies to charter renewals presented under Education Code section 47607. The District shall in no way bear any liability, insured or otherwise, with regard to the inapplicability of that 75% employee vote requirement to renewal petitions.

El Rancho further specifies that its indemnification, defense, and hold harmless obligations pursuant to this MOU extend to indemnify, defend, and hold the District Indemnitees harmless from any and all financial obligations in the event of an unbalanced budget.

El Rancho's obligation to indemnify, defend, and hold harmless the District Indemnitees, as set forth in this section of the Charter, shall survive the revocation, expiration, termination, or cancellation of this MOU or the Charter School's Charter or any other act or event that would end El Rancho's right to operate as a charter school pursuant to its Charter or cause El Rancho to cease operations.

To the fullest extent permitted by law, District agrees to promptly, fully and completely indemnify, defend through counsel reasonably acceptable to El Rancho and hold harmless El Rancho, its principal, its Governing Board and each of its members, officers, Board appointed groups, committees, boards, and any other Board or principal-appointed body, and administrators, employees and attorneys, agents, representatives, volunteers, successors, and assigns ("El Rancho Indemnitees") from and against any and all claims, demands, actions, causes of action, suits, losses, expenses, costs, penalties, obligations, or liabilities of whatever nature or kind, including, but not limited to, attorney's fees and litigation costs, that

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



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

in any way arise out of or relate to any actual or alleged act or omission on the part of District, and/or on the part of its, officers, board appointed groups, committees, boards, and any other District appointed body, and administrators, employees, attorneys, agents, representatives, volunteers, subcontractors, invitees, successors, and/or assigns of District in any way related to the performance of and/or to the failure to perform in whole or in part any obligation under this MOU and/or in any way related to the operation or operations of El Rancho or of any other facility, program, or activity, including but not limited to El Rancho's compliance with all requirements of state and federal law relative to the provision of services to students with special needs and free appropriate public education.

The obligations of District to defend El Rancho and the other El Rancho Indemnites identified herein is not contingent upon there being an acknowledgement of or a determination of the merit of any claim, demand, action, cause of action, or suit, and those obligations will be deemed to be triggered immediately upon the assertion of any claim, demands, actions, cause of action, or suit within the scope of this paragraph. However, nothing in this paragraph shall be construed to obligate District to indemnify El Rancho Indemnites for any claims, demands, actions, causes of action, suits, losses, expenses, costs, penalties, obligations, or liabilities resulting from an Indemnitee's sole negligence or from a El Rancho Indemnitee's willful misconduct where such sole negligence or willful misconduct has been adjudged by the final and binding findings of a court of competent jurisdiction; except, in instances where the sole negligence or willful misconduct of a El Rancho Indemnitee accounts for only part of the loss(es) involved, the indemnity obligations of District shall be for that portion of the loss(es) not due to the sole negligence or the willful misconduct of such El Rancho Indemnites.

Pursuant to Education Code Section 47604(c), an entity that grants a charter to a charter school operated by or as a non-profit public benefit corporation shall not be liable for the debts or obligations of the charter school, or for claims arising from the performance of acts, errors, or omissions by the charter school, if the authorizing entity has complied with all oversight responsibilities required by law.

G. *"Litigation"*

The Charter School shall notify the District of any pending litigation or legal action taken by any party against the Charter School or any employee in his or her capacity as an employee of El Rancho, including any Special Education complaint or due process hearing, within 30 calendar days of the Charter School's receiving said notice.

H. *Human Resources Management*

1. All persons working at the Charter School are deemed to be employees of the Charter School except for those assigned by the District to work at the Charter School. The Charter School shall have sole responsibility for

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



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

employment, management, salary, benefits, dismissal and discipline of its employees. In exercising these responsibilities, the Charter School will follow the applicable provisions of the collective bargaining agreements.

2. The District will be considered the public school employer of the employees at the Charter School solely for purposes of collective bargaining.
3. The Charter School agrees to comply with applicable statutory and regulatory requirements for teachers and paraprofessionals used for instructional support.
4. The Charter School will be required to make contributions to STRS, PERS, or Social Security as required by the State of California or the Federal Government for these programs.
5. Other employment related matters are addressed in the Charter, Section XIII.
- 6.

I. *Transportation*

1. The Charter School may continue to purchase transportation services from the District, as it has in the past, for Charter School students to and from school. The Charter School reserves the right to contract with an outside transportation company for home to school services.
2. If it purchases transportation services from the District, the Charter School will have the ability to set all student fees for transportation and work with the District to determine bus stops and bus availability.
3. The Charter School will be responsible for providing transportation for field trips, including using public or other contracted transportation. If District transportation is used for a field trip, the District will prepare an invoice for each trip and send it to the Charter School. The Charter School will transfer the proper amount within 45 days.

J. *Nutritional Services*

1. The District retains the option to operate a central kitchen on the Charter School premises.
2. The District shall be responsible for all upkeep, maintenance of equipment and repair of the kitchen and serving facility. This provision is to include the daily cleaning of the all kitchen equipment.

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



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

3. The District shall reimburse the Charter School for all electricity, gas, cleaning supplies and custodial services according to the percentage of time the facility is used as a central kitchen.
4. Nutrition Service director or designee and Charter School principal or designee will approve food and beverage selections. USDA National School Lunch and Breakfast guidelines shall be followed.

Educational Program

1. Subject to District oversight and compliance with its Charter and applicable state and federal law, including without limitation ESSA, the Charter School is autonomous for the purposes of deciding the Charter School's educational program.
2. The Charter School calendar shall be submitted annually to the District Superintendent or designee for review and verification of compliance with instructional day and minutes requirements. The Charter School shall have a voting representative on the District's Calendar Committee.
3. The Charter School shall follow all applicable law with regard to all aspects of the Charter School's Local Control and Accountability Plan ("LCAP").

L. *Admissions*

Admissions policies and preference are fully governed by the Charter, described at pages 33-34, as mandated by the Charter School Act.

M. *Health & Safety*

In order to provide for the health and safety of all students and staff, the Charter School shall adopt and implement and at all times maintain full health and safety procedures and risk management policies at its school site in consultation with its insurance carriers and risk management experts as explicitly described in detail in the Charter, Section VI, beginning on page 32. Notwithstanding, the Charter School may at any time choose to follow District Board Policies and Administrative Regulations relating to Health and Safety.

The Charter School's safety designee(s) and/or Principal shall at least annually, prior to the commencement of each school year, review the Charter School's health and safety policies and procedures with the Charter School's insurance carriers and risk management experts and revise and update such policies as deemed appropriate to comply with any legal requirements and recommendations of the Charter School's safety designee(s), principal, insurance carriers, and risk management experts. Copies of all policies and procedures are on file at the Charter School. A summary of Charter School health and safety policies is set forth in the Charter.

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



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

Because the Charter School is housed in a District-owned facility, the Charter School shall at all times follow all District Board Policies, Administrative Regulations, and directives related to facilities health and safety requirements consistent with the Charter.

As applicable, El Rancho shall fully comply with all applicable law concerning criminal background checks of Employees and contractors of the Charter School including but not limited to Education Code Sections 44237 and 45125.1.

All certificated and noncertificated staff of the Charter School shall be mandated child abuse reporters and shall follow all applicable training and reporting laws, specifically including compliance with the mandates of Education Code Section 44691 regarding training. All applicable Charter School policies and procedures shall be updated as necessary to reflect this requirement.

N. *General Reserve Fund*

A revolving checking account in the amount of \$25,000 may be established by the Charter School.

O. *Facilities*

1. The Charter School is housed on the District's El Rancho campus. The Charter School's occupation of its current site shall fall under the regulations of Proposition 39.
2. To the degree the Charter School uses independent facilities, all such facilities shall meet all applicable fire and safety code requirements, will conform with all applicable provisions of the Americans with Disabilities Act and any other applicable federal requirements. Prior to use, all buildings that house the Charter School students will be fully inspected by a licensed structural engineer who specializes in seismic safety. All facilities will be approved by the local fire marshal for the use intended. The Charter School shall comply with the terms of Education Code section 47610 and 47610.5.

P. *Additional Agreements*

El Rancho Charter School is and remains subject to the terms of the "Project Development & Construction Agreement" and "Reimbursement Agreement" by and between the District and the Charter School. Nothing in this MOU is intended to affect, revise, or interpret those contracts in any manner whatsoever.

Q. *Renewal*

As recognized by the Legislature and courts, the Charter School must follow Education Code section 47607 and all applicable standards and regulations with regard to charter renewal, including of course those related to pupil performance. As explained by the California Supreme Court cited in the Recitals of this MOU,

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



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

school districts cannot lawfully impose additional requirements for charter renewal. Any renewal request shall include all of the following technical materials, unless otherwise agreed by the parties:

At least three (3) hard copies (in notebooks or otherwise bound) of the entire renewal Charter, with the entire document (including any appendices, exhibits, or attachments) sequentially numbered from the first through the last page (including any appendices, exhibits, or attachments), and also including a table of contents which includes references to all appendices/exhibits/attachments;

A redline comparing the renewal Charter to the current Charter included in each notebook;

An electronic (Word) version of both the clean and redline versions of the renewal Charter.

The renewal process shall be governed by the provisions of Education Code Sections 47605 and 47607 and California Code of Regulations, Title 5, Section 11966.4, or the provisions of law that may supersede, modify, amend, or succeed that provision. Each renewal of the Charter shall be for the time period specified by law applicable at the time of the renewal.

R. *Response to Requests*

Pursuant to Education Code section 47604.3, the Charter School shall respond promptly to all reasonable requests of the District. The Charter School agrees to permit the District to inspect and receive copies of all records relating to the operation of the Charter School. The Charter School is subject to the California Public Records Act (CPRA), however, the District's right to inspect and receive records is not based on the CPRA, but rather on the District's oversight role. In accordance with Education Code Section 47607(a)(1), the Charter School acknowledges that the District may inspect or observe any part of the Charter School at any time.

S. *Legal Counsel*

The Charter School shall retain the right to use its own legal counsel and will be responsible for procuring such counsel and associated costs.

T. *Enrollment of Expelled Students*

Neither the Charter School nor the District shall be obligated to accept enrollment of any student who has been expelled from the other entity during the term of the expulsion.

U. *Provision of Documents*

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



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

With both parties understanding that some state, federal and county documents directed toward the Charter School may be mailed to the District, the District agrees to pass on such documents and forms to the Charter School in a timely manner so it may complete its legal obligations. The Charter School has full responsibility for the forms and documents it receives directly and those which it must access on the internet on its own.

Non Assignment

Neither party shall assign its rights, duties or privileges under this Agreement, nor shall either party attempt to confer any of its rights, duties or privileges under this Agreement on any third party, without the written consent of the other party. The replacement of the Charter School with any other operating body or governance structure shall be treated as a material revision of the Charter, subject to the review and approval of the District pursuant to applicable provisions of the Education Code.

W. *Reimbursement of Mandated Costs*

The Charter School shall seek reimbursements of its mandated costs, if any, directly from the State.

X. *Dispute Resolution*

All disputes regarding this Agreement shall be resolved in accordance with the Dispute Resolution provision included in the Charter Section.

Y. *Special Education Services/Section 504*

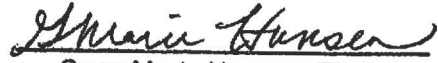
In accordance with Education Code Section 47641 and by the terms of the Charter, El Rancho shall be deemed a local educational agency for the purposes of compliance with federal law (the Individuals with Disabilities Education Improvement Act of 2004, "IDEIA") and for eligibility for federal and state special education funds. As such, El Rancho shall be solely responsible for the provision of special education services in compliance with the IDEIA to El Rancho students and the District shall have no such responsibility as it is not in any way the local education agency ("LEA") for any El Rancho student.

The Charter School will comply with all applicable state and federal laws.

The Charter School agrees to implement a Student Study Team Process (SST), a regular education function, to monitor and guide referrals for Section 504 and Special Education services. The Charter School agrees that it is solely responsible for compliance with Section 504 of the Rehabilitation Act of 1973 ("Section 504").

The following "Plan for Students with Disabilities" is intended to supplement and augment that portion of the Charter entitled Section C "Plan for Students with Disabilities".

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



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

PLAN FOR STUDENTS WITH DISABILITIES

Special Education Program

In accordance with Education Code Section 47641, by the terms of the Charter, El Rancho has provided the District with verifiable, written assurances that it will participate as a LEA in the El Dorado SELPA as of July 1, 2016, and shall be deemed a local educational agency for the purposes of compliance with federal law (the Individuals with Disabilities Education Improvement Act of 2004, "IDEIA") and for eligibility for federal and state special education funds. As such, El Rancho shall be solely responsible for the provision of special education services in compliance with the IDEIA to El Rancho students and the District shall have no such responsibility as is not in any way the LEA for any El Rancho student.

El Rancho will comply with all state and federal laws and SELPA policies and procedures regarding the identification, assessment, and provision of services to students with disabilities. It is understood that all children will have access to El Rancho, and no student shall be denied admission based solely on disability status.

Identification and Referral

El Rancho will take the following steps for students who are referred for special education assessment by a parent, teacher, and/or the SST:

Referral for Assessment

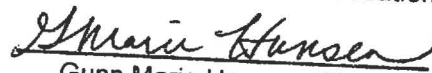
Parents and/or El Rancho staff may refer their child for assessment for special education services. Within fifteen days (not counting school vacations greater than five days) of the receipt of a referral for assessment, the parent will receive either a proposed assessment plan or prior written notice as to why El Rancho is denying the request for assessment. The parent(s) will have at least 15 calendar days from the date of receipt of the proposed assessment plan to arrive at a decision.

The parent must consent to the Assessment Plant (AP) by signing the AP before the assessment can take place. El Rancho has 60 days (not counting school vacations greater than five days) from the receipt of the parent's signed AP to complete the assessment and hold an IEP team meeting, unless the parent or guardian agrees in writing to an extension.

If the parent does not consent to the AP, El Rancho may take steps to protect the student if it is believed that the student is being denied necessary services. El Rancho may request that the parent meet to resolve this difference of opinion, or failing that, initiate a due process hearing to override the parent's refusal to consent.

As used throughout this document "parent" includes the definition found in Education Code Section 56028.

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



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

Assessment

The assessment will gather information about the student to determine whether the student has a disability, and if eligible, the nature and extent of special education and related services that the student may need. Assessments may include individual testing, observations of the student at school, interviews with the student, parent and school personnel who work with the student, and a review of school records, reports and work samples.

El Rancho's guidelines for assessment:

- Student will be assessed only after parent consents to the Assessment Plan, or El Rancho receives an Order from the Office of Administrative Hearings ("OAH"), or a court of competent jurisdiction authorizing assessment over the objection of the parent or guardian.
- Student will be assessed in all areas related to his or her suspected disability.
- Assessment will be administered in the student's primary language or a qualified interpreter will be provided, unless it is clearly not feasible to do so.
- Assessment will include a variety of appropriate tests to measure a student's strengths and needs. The person administering the tests will be qualified to do so.
- Assessment will be adapted for students with impaired sensory, physical, or speaking skills.
- Assessments will be administered by trained and knowledgeable personnel.
- Testing and assessment materials and procedures must not be racially, culturally, or sexually discriminatory.
- El Rancho shall conduct assessment and standardized testing of students with disabilities using state guidelines for modifications and adaptations.
- Assessments and assessment reports shall comply with Education Code Sections 56320 and 56327 and corresponding federal laws.

If the parents disagree with El Rancho's assessment of their child, the parents have the right to request an independent educational evaluation ("IEE") at El Rancho's expense. Upon the parent's request, El Rancho will provide information regarding the SELPA's IEE criteria. A parent is entitled to only one (1) IEE at public expense each time El Rancho conducts an evaluation with which the parent disagrees. However, if El Rancho disagrees that an IEE is necessary, El Rancho must request a hearing before OAH without unnecessary delay to dispute the parent/guardian's request for an IEE and to show that El Rancho's assessment is appropriate. If El Rancho prevails, the parent is still entitled to an IEE, but not at public expense. If the parent/guardian chooses to

obtain an IEE at his/her own expense, the results of the assessment will be considered by El Rancho at an IEP team meeting.

Development and Implementation of an Individualized Education Program (IEP)

After a student has been assessed, an IEP team meeting will be held. The IEP team meeting will be held at a time and place convenient for the parent, the Charter School, and any invited District of residence representative, if applicable. At the IEP meeting, the IEP team will discuss the assessment results and determine whether the student is eligible for special education and related services, based upon state and federal criteria. If the student is eligible, then an IEP will be developed at the meeting. The IEP team will include, consistent with Education Code Section 56341:

- The parent and/or their representative. The parent is an important member of the IEP team. If the parent cannot attend the IEP team meeting, El Rancho will ensure the parent's participation using other methods, such as conferencing by telephone. El Rancho will ensure that the parent understands what is going on at the meeting. If necessary, the Charter School will provide an interpreter if the parent has a hearing disability or their primary language is not English.
- A El Rancho staff member or qualified representative who is qualified to provide, or supervise the provision of specially designed instruction to meet the needs of individuals with disabilities, is knowledgeable about the general education curriculum, and is knowledgeable about the availability of resources of El Rancho.

At least one regular education teacher of the student. If more than one regular education teacher is providing instructional services to the individual with exceptional needs, one regular education teacher may be designated to represent the others.

At least one special education teacher of the student.

Other persons, such as the student, whom the parent or the Charter School wishes to invite.
- When appropriate, the persons who assessed the child or someone familiar with those assessment procedures.
- Other person(s) necessary and appropriate in the particular case.

The team must consider the least restrictive environment setting. Students with disabilities will be mainstreamed in the general education program to the maximum extent appropriate for each student, including through the use of supplementary aids and services. After the written IEP has been finished and been consented to by the parent/guardians, it will be implemented by El Rancho. The parent can review and request revisions to the IEP. The IEP will contain but not necessarily be limited to:

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



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

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



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

- A determination regarding the student's eligibility for special education and related services.
- Student's present levels of performance, indicating strengths and challenges.
- Measureable annual goals and short-term objectives addressing all of the student's areas of unique need.
- Information regarding the student's progress towards his/her previous goals and objectives.
- How the student's progress will be measured and frequency of progress reporting.
- Instructional, testing and/or behavioral accommodations.
- Special factors for students who need assistive technology, low incidence services, equipment and/or materials, and whose behavior impedes the learning of the student or other students, if necessary.
- Statewide assessment to be taken.
- An individual transition plan, beginning in the IEP that will be in effect upon the student's 16th birthday.
- For students whose native language is other than English, linguistically appropriate goals and objectives.
- The services that the student will receive. In the event the student requires related services to benefit from special education, such services, as determined by the IEP team could include:
 - (1) Language and speech development and remediation. The language and speech development and remediation services may be provided by a speech-language pathology assistant as defined in subdivision (i) of Section 2530.2 of the Business and Professions Code.
 - (2) Audiological services.
 - (3) Orientation and mobility services.
 - (4) Instruction in the home or hospital.
 - (5) Adapted physical education.
 - (6) Physical and occupational therapy.
 - (7) Vision services.
 - (8) Specialized driver training instruction.
 - (9) Counseling and guidance services, including rehabilitation counseling.
 - (10) Psychological services other than assessment and development of the individualized education program.
 - (11) Parent counseling and training.
 - (12) Health and nursing services, including school nurse services designed to enable an individual with exceptional needs to receive a free appropriate public education as described in the individualized education program.

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



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

- (13) Social worker services.
- (14) Specially designed vocational education and career development.
- (15) Recreation services.
- (16) Specialized services for low-incidence disabilities, such as readers, transcribers, and vision and hearing services.
- (17) Interpreting services.
- (18) Transportation.

The terms “designated instruction and services” and “related services” do not include a medical device that is surgically implanted, including cochlear implants, the optimization of the functioning of a medical device, maintenance of that device, or the replacement of that device, pursuant to Section 300.34(b) of Title 34 of the Code of Federal Regulations. In accordance with Section 300.34(b) of Title 34 of the Code of Federal Regulations, nothing in this subdivision shall do any of the following:


- (1) Limit the right of an individual with exceptional needs with a surgically implanted device, including a cochlear implant, to receive related services or designated instruction and services that are determined by the IEP team to be necessary for the individual to receive a free appropriate public education.
- (2) Limit the responsibility of a local educational agency to appropriately monitor and maintain medical devices that are needed to maintain the health and safety of the individual, including breathing, nutrition, or operation of other bodily functions, while the individual is transported to and from school or is at school.
- (3) Prevent the routine checking of an external component of a surgically implanted device to make sure it is functioning properly, as required by Section 300.113(b) of Title 34 of the Code of Federal Regulations.

- How these services will be delivered.
- The instructional programs where these services will be delivered.
- The rationale for placement decisions.

Times for IEP meetings:

- Once a year, the IEP team will meet to review and determine the student’s progress and placement, and to make any needed changes to the IEP.
- Every three years, the IEP team will meet to review the results of a mandatory comprehensive reevaluation of the student’s progress.
- Any time a student has received a formal assessment or reassessment.
- When a parent or teacher feels that the student has demonstrated significant educational growth or a lack of anticipated progress.
- When a parent or teacher requests a meeting to develop, review, or revise an IEP.

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


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

When a student is approaching a transitional age such as childhood into adolescence or adolescence into adulthood.

When a student with an IEP is faced with a change in placement because of a violation of a code of student conduct, including a recommendation for expulsion, the IEP team will meet to determine whether the student's misconduct was a manifestation of his or her disability.

Student discipline and procedures for suspension and expulsion shall comply with federal and state laws and regulations, and shall include positive behavioral interventions.

El Rancho's IEP team shall develop ITPs (Individual Transition Plans) for transition services that help students with disabilities, ages 16 and older, meet goals for a successful transition to adult living.

IEP Review

If a student is receiving special education services, the IEP will be reviewed in an IEP team meeting at least once a year to determine how well it is meeting the student's needs. In addition, every three years, the student's progress will be reassessed and their IEP reviewed in accordance with state and federal law.

If a parent or teacher has concerns that the educational needs of students already enrolled in special education are not being met, either the parent or the teacher may request a reassessment or an IEP team meeting to review the IEP anytime during the school year. The parent or teacher may request a reassessment by sending a written request to the Charter School or completing a Request for Special Education Assessment that can be obtained at the Charter School. El Rancho will have written permission from the parent before it reassesses the student. El Rancho will convene an IEP meeting within 30 days in response to a parent's written request.

The retention of special education students is an IEP team decision.

Description of Due Process and Procedural Safeguards

El Rancho shall provide written notification at the beginning of each year, and at the time of any mid-year enrollment, to all parents/guardians that El Rancho is its own LEA for purposes of special education and that District is not the LEA of El Rancho students under any circumstances and has no responsibility for El Rancho's compliance with the IDEIA or corresponding state laws. In the event that a parent or guardian of a El Rancho student initiates due process proceedings and names District as a respondent, El Rancho shall make diligent efforts to have the District dismissed from the proceeding as appropriate.

During due process proceedings and any other legal proceedings or actions involving special education, El Rancho will be responsible for its own representation. If El Rancho retains legal representation for a due process proceeding or other legal proceeding or action, El Rancho will be responsible for the cost of such representation.

Because El Rancho will manage, and is fiscally responsible for, its students' special education instruction and services, El Rancho will be solely responsible for any special education and related services, compensatory education and/or reimbursement awarded by a due process hearing officer/administrative law judge ("ALJ"), Office of Civil Rights ("OCR"), California Department of Education ("CDE"), court or settlement based on an allegation or allegations that El Rancho failed to fulfill its responsibilities under state and federal special education laws and regulations (which include, among other things, identifying students with disabilities, assessing students, conducting IEP team meetings, developing appropriate IEPs, and implementing IEPs).

If parents' attorneys' fees and costs are to be paid because parents are the prevailing party as a result of a due process hearing or other proceeding that requires the payment of attorney's fees and/or costs or settlement agreement based on El Rancho's alleged failure to fulfill its responsibilities under state and federal special education laws and regulations, El Rancho will be solely responsible for payment of those attorneys' fees and costs.

Charter School Special Education Responsibilities

El Rancho will adhere to the provisions of the Individuals with Disabilities Education Improvement Act of 2004 and state special education laws and regulations to ensure that all students with disabilities are accorded a free appropriate public education (FAPE) in the least restrictive environment (LRE). El Rancho will also ensure that no student otherwise eligible to enroll in the Charter School will be denied enrollment.

El Rancho shall be solely responsible, at its own expense, for compliance with Section 504, the Americans with Disabilities Act (ADA), and all Office for Civil Rights mandates for students enrolled in El Rancho as well as all other applicable federal and state laws. (See 504 Plan below) If El Rancho be unable to provide the services necessary to comply with the requirements of applicable laws, it may contract with outside service providers at El Rancho's sole expense.

El Rancho is expected to enter into a Memorandum of Understanding (MOU) with the El Dorado SELPA that delineates special education funding and responsibilities in detail. El Rancho will develop, maintain, and review assessments and IEPs in the format required by the El Dorado SELPA and will enter accurate assessment and IEP data into the El Dorado SELPA's designated data system in accordance with El Dorado SELPA policies and procedures. The Charter School will maintain copies of assessments and IEP materials, which the District may review in accordance with its role as charter grantor. El Rancho will submit to El Dorado SELPA all required reports, including but not limited to CASEMIS, SESAC and IEPs, in a timely manner as necessary to comply with state and federal requirements.

El Rancho is responsible for the management of its special education budgets, personnel, programs, and services. El Rancho will ensure that its special education personnel or contracted personnel are appropriately credentialed, licensed or on waiver consistent with federal and state laws and regulations.

El Rancho will implement the programs and services, including providing related services, required by the IEPs of the students enrolled at El Rancho. El Rancho may request related services from the El Dorado SELPA per LEA allocation model and subject to availability and on a "fee-

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

[Handwritten signature]
John M. [unclear]
Superintendent
Orange Unified School District

for-service” basis. El Rancho may also provide related services by hiring credentialed or licensed providers through private agencies or independent contractors.

For students enrolling in El Rancho, regardless of their school District of residence, El Rancho shall provide the programs and services, including related services required by the students’ IEPs upon the students’ enrollment regardless of the type of service provider (school, NPA, or private).

For students enrolled in the Charter School, El Rancho shall be solely responsible for providing/funding all programs and services, including related services required by the students’ IEPs regardless of the type of service provider (non-OUSD school, NPA, or private). If a student residing in the El Rancho attendance area enrolls at a District school by parent choice through open-enrollment (as opposed to IEP placement in a District program or school), then the District will provide the programs and services, including related services required by the students’ IEPs. For students placed in a District program via the recommendation of an IEP team, El Rancho will be responsible for excess costs pursuant to applicable law.

IEP team meetings for newly enrolled students will be held within thirty (30) days of the student’s enrollment in accordance with state and federal law.

The general process shall include Student Success Team meetings to review prior interventions, recommendations and modifications and to recommend further interventions as appropriate. El Rancho will identify and refer students with disabilities who demonstrate early signs of academic, behavioral difficulty that may require assessment for special education eligibility and placement in a special education program. (See the section above on the identification process.)

Upon parents’ request for assessment, El Rancho will be responsible for the development of assessment plans for students with suspected disabilities. The assessment plan will describe the types of assessments that may be used to determine the eligibility of students for special education instruction and services. Assessments will be conducted, within legal timelines, after receiving the parents’ written consent. El Rancho shall convene and run IEP team meetings that include required team members within mandated timelines for each student assessed to discuss results, determine eligibility, and (if eligible) specify special education instruction and services. El Rancho, as the exclusive LEA for El Rancho students, will make final decisions regarding proposals eligibility, goals, program, placement, and exit from special education according to federal and state law.

In the event that El Rancho is unable to provide an appropriate placement or services for a student with special needs, El Rancho will contact the El Dorado SELPA to discuss placement and service alternatives.

El Rancho will support movement of students with disabilities into less restrictive environments and increase interactions of students with disabilities with non-disabled students. El Rancho’s general program of instruction for students with disabilities shall be responsive to the required sequence of courses and related curricular activities provided for all students at El Rancho. Assessment and standardized testing procedures shall be implemented, including guidelines for modifications and adaptations, to monitor student progress.

El Rancho shall provide planned staff development activities and participate in available appropriate SELPA trainings to support access by students with disabilities to the general

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

[Handwritten signature]
Superintendent
El Rancho Unified School District

education classroom, general education curriculum, integration of instructional strategies and curriculum adaptations to address the diverse learner, and interaction with non-disabled peers.

El Rancho will ensure that the teachers and other persons who provide services to a student with disabilities are knowledgeable of the content of the student's IEP. El Rancho will maintain responsibility for monitoring progress towards IEP goals for the student with special needs. El Rancho will assess and develop Individual Transition Plans to help students with disabilities transition to adult living in accordance with state and federal policies and procedures.

El Rancho will ensure that it makes the necessary adjustments to comply with the mandates of state and federal laws, including the IDEIA Section 504, regarding discipline of students with disabilities. Discipline procedures will include positive behavioral interventions. As applicable, El Rancho will collect data pertaining to the number of special education students suspended or expelled.

Funding for Special Education

El Rancho shall receive its allocated share of AB602 special education funds and shall be fiscally responsible for the provision of special education services and instruction to the students they serve. The allocated amount shall be calculated using a funding model determined by agreement between El Rancho and the El Dorado SELPA. In addition to AB602 funding, El Rancho will receive IDEIA Local Assistance funding based on the number of special education students El Rancho serves. El Rancho shall keep daily attendance for each student and such attendance shall be reported and certified.

Supplemental Instructional Materials

Specialized, adapted, and modified instructional materials will be provided for students as determined by their individual IEP requirements to allow access to general education curriculum and the required State Standards. Adaptive technologies that will be implemented for students who require them.

Section 504 (and ADA)

El Rancho is solely responsible for its compliance with Section 504 and the ADA. Facilities of El Rancho will be accessible for students with disabilities in accordance with the ADA. El Rancho has adopted a policy which outlines the requirements for identifying and serving students with a 504 plan. El Rancho recognizes its legal responsibility to ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation, be denied the benefits of, or otherwise be subjected to discrimination.

A 504 team will be assembled by the site administrator and shall include the parent or guardian, the teacher, and any other qualified persons knowledgeable about the student, the meaning of the evaluation data, placement options, and the legal requirements for least restrictive environment. The 504 team will review the student's existing records, including academic, social and behavioral records, and is responsible for making a determination as to whether an evaluation for 504 services is appropriate. The Principal will be responsible for overseeing the identification, assessment, monitoring, and servicing of students with 504 Plans.

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

[Handwritten signature]
Gurjit Singh, Superintendent, El Rancho Unified School District

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



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

If the student has already been evaluated under the IDEIA and found to be ineligible, those evaluations may be used to help determine eligibility under Section 504. The student evaluation shall be carried out by the 504 team who will evaluate the nature of the student's disability and the impact upon the student's education. This evaluation will include consideration of any behaviors that interfere with regular participation in the educational program and/or activities. The 504 team will consider all applicable student information in its evaluation including, but not limited to, the following information:

- Tests and other evaluation materials that have been validated for the specific purpose for which they are used and are administered by trained personnel.
- Tests and other evaluation materials including those tailored to assess specific areas of educational need and not merely those which are designed to provide a single general intelligent quotient.
- Tests selected and administered so as to ensure that when a test is administered to a student with impaired sensory, manual or speaking skills, the test results accurately reflect the student's aptitude or achievement level or whatever factor the test purports to measure rather than reflecting the student's impaired sensory, manual or speaking skills.
- All other evaluation requirements of Section 504 and its implementing regulations.

The final determination of whether the student will or will not be identified as a person with a disability is made by the 504 team in writing and noticed in writing to the parent or guardian of the student in their primary language along with the procedural safeguards available to them. If during the evaluation, the 504 team obtains information indicating possible eligibility of the student for special education per the IDEIA, a referral for special education assessment may be made by the 504 team.

If the student is found by the 504 team to have a disability under Section 504, the 504 team shall be responsible for determining what, if any, accommodations, modification, and/or services are needed to ensure that the student receives the FAPE in the LRE. In developing the 504 Plan, the 504 team shall consider all relevant information utilized during the evaluation of the student, drawing upon a variety of sources, including, but not limited to, assessments conducted by professional staff at El Rancho. The parent or guardian shall be invited to participate in 504 team meetings where accommodations, modifications, and/or services for the student will be determined and shall be given an opportunity to examine in advance all relevant records.

The 504 Plan shall describe the Section 504 disability and any accommodations, modifications, placement and/or services that may be necessary. In considering the 504 Plan, a student with a disability requiring a 504 plan shall be placed in regular or special education program at El Rancho, along with those students who are not disabled to the maximum extent appropriate to the individual needs of the student with a disability, along with supplementary aids and services.

All 504 team participants, parents/guardians, and teachers must have a copy of each student's 504 Plan. A copy of the 504 Plan shall be maintained in the student's file. Each student's 504 Plan will

be reviewed at least once per year to determine the appropriateness of the Plan, continued eligibility, or a discontinuation of the 504 Plan.

III. CONSTRUCTION AND SEVERABILITY

A. Amendments

This MOU may be altered, amended, changed, or modified only by mutual agreement in writing executed by the Charter School and the District with a specific reference to this MOU and to the Charter which it alters, amends or modifies. Such amendments may be agreed to by the parties at any time.

B. Interpretation; Severability

The terms of this MOU shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this MOU or any other rule of construction which might otherwise apply. The section headings are for purposes of convenience only, and shall not be construed to limit or extend the meaning of this MOU. If any provision or any part of this MOU is, for any reason, held to be invalid or unenforceable or contrary to law, statute and/or ordinance, such provision shall be severed and shall be inoperative, and, provided that the fundamental terms and conditions of this MOU remain legal and enforceable, the remainder of this MOU shall not be affected thereby and shall remain valid and fully enforceable.

C. Board Approval

Each party warrants and represents that this Agreement was approved by its respective Board at an open public meeting held in accordance with the requirements of the Brown Act.

D. Survival

All representations, warranties and indemnities made herein shall survive termination of this MOU.

IV. NOTICE OF VIOLATION, OPPORTUNITY TO REMEDY AND REVOCATION

District may provide notice of violation, opportunity to remedy, and revoke the Charter pursuant to the process set forth in Education Code §47607 and its implementing Regulations.

This MOU shall be interpreted and applied in concert with the Charter.

IN WITNESS WHEREOF, the parties to this Agreement have duly executed it on the day and year set forth below:

ORANGE UNIFIED SCHOOL DISTRICT

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



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

Authorized Signature: Andrea Yamasaki Date: 1/17/19
By: Andrea Yamasaki
Title: Clerk of Board of Education

EL RANCHO CHARTER SCHOOL

Authorized Signature: Michele Walker Date: 5/22/17
By: Michele Walker
Title: Principal

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

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

EXHIBIT A

The District shall charge the Charter School a sum equivalent to 4% of the Charter School's expenditures for the provision of the following administrative services to the Charter School less any deductions as described below:

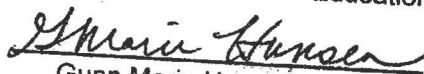
- Business Services including payroll, accounting, budget, interim financial reports, unaudited actuals, attendance accounting, CALPADS, purchasing and risk management.
- Educational Services including student and community services, information services, student and attendance database access, special programs, hearing and vision screening, and testing.
- Human Resources including advertising vacancies, credentialing, staffing lists, training, tuberculosis testing, access to substitute pool and employee transfers (where applicable).

Administrative services equivalent to those provided to other District schools are available as requested by the Charter School from this list. These duties performed by the District are administrative only. Charter School shall work cooperatively with the District to provide information necessary to complete administrative tasks to meet OCDE and/or CDE deadlines. Included in administrative services are District meetings unrelated to special education such as Attendance/Health Clerk and School Office Manager meetings.

Deductions:

- Utilities, custodial services and supplies used for operation of central kitchen according to the percentage of time the facility is used as a central kitchen.

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



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

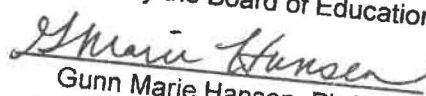
ADDENDUM TO MEMORANDUM OF UNDERSTANDING
by and between
ORANGE UNIFIED SCHOOL DISTRICT
and
EI RANCHO CHARTER SCHOOL

This Addendum ("Addendum") shall serve as an addendum and amendment to the Memorandum of Understanding ("MOU") by and between the Orange Unified School District ("District"), a California public school district and El Rancho Charter School ("Charter School"), a California public charter school operating as a nonprofit public benefit corporation. This Addendum shall be effective as of the date that it is fully executed. The District and the Charter School are collectively referred to herein as the "Parties."

I. RECITALS:

- A. The MOU which is revised by this Addendum was executed by the Charter School on November 7, 2018, and by the District on _____, 2018
- B. This Addendum is an addition to and incorporated into the MOU by this reference for any and all purposes as though set forth in full therein.
- C. In the event of a conflict between the terms of the MOU and the terms of this Addendum, the terms of this Addendum shall prevail and supersede the MOU language and shall be deemed revisions to the MOU.
- D. The Charter School operates pursuant to a charter ("Charter") approved and overseen by the District.
- E. As specified in the Charter, the Charter School operates as a lead educational agency ("LEA") for purposes of compliance with the Individuals with Disabilities Education Improvement Act ("IDEIA") and is a member of the El Dorado SELPA. As such, and as specified in the MOU, the Charter School is solely responsible for the provision of special education services in compliance with the IDEIA to Charter School students and the District has no such responsibility and is not the LEA for any Charter School student.
- F. This Addendum shall serve to clarify the process by which students in the Charter School attendance area may be placed in District schools via the individualized education program ("IEP") process and the means by which the Charter School shall fund programs and services required by a student's IEP in the case of such a placement at a District site.

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


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

II. AGREEMENTS

A. Recitals

The above listed Recitals are incorporated herein and made a part of this Addendum as if set forth in full.

B. Charter Special Education Responsibilities

The following paragraph in the "Charter School Special Education Responsibilities" section of the MOU is revised and replaced to read in its entirety as follows:


For students enrolled in the Charter School, El Rancho shall be solely responsible for providing/funding all programs and services, including related services required by the students' IEPs regardless of the type of service provider (non-OUSD school, NPA, or private). If a student residing in the El Rancho attendance area enrolls at a District school by parent choice through open-enrollment (as opposed to IEP placement in a District program or school), then the District will be responsible for providing the programs and services, including related services required by the students' IEPs. For El Rancho students placed in a District program via the recommendation of an IEP team, El Rancho will be responsible for all placement costs and any excess costs that become necessary by virtue of the student's future educationally related unique needs and additional costs associated with such future educationally related unique needs.

C. Placement of Sixth Grade Students and Services to Special Education Students

The District and the Charter School will abide by the following steps and procedures when assessing sixth grade students who reside within the Charter School's attendance area.

1. The District will schedule a transition meeting for each 6th grade student residing within the Charter School's attendance boundaries. The District will make a good faith effort to initiate transition meetings before spring break. In the notice ("Notice") of the transition meeting sent to the parents/guardians, the parents/guardians shall be advised that they reside in the Charter School's attendance area and, therefore, the meeting is to discuss the successful transition of their student into the Charter School. The Notice shall also notify the parents/guardians that the Charter School has the same IEP obligations as the District in accordance with applicable federal and state law and that both the District and the Charter School will take necessary steps to ensure programmatic continuity. The District will prepare this notice.
2. The transition meeting may be held concurrently with an annual or triennial meeting, and the District will make a good faith effort to initiate transition meetings before spring break.

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


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

- 3. The District coordinator will explain the process/function of the transition meeting to the parents/guardians and/or join the meeting.

The Charter School will be invited and shall attend all transition meetings for students who will be entering seventh grade who reside within the Charter School attendance area. The District will provide written notification, by both email and interdistrict mail, of the date/time of each transition meeting. The District will make a good faith effort to coordinate available dates with the Charter School's representative to ensure Charter School availability. All notifications are to be sent to:

Kristi Franco, 181 S. Del Giorgio, Anaheim CA 92808 or other administrator designated by the Charter School as the duly authorized Charter School representative. If the Charter School wishes to have notification sent to another Charter School duly authorized administrator, written notice of the name and contact information shall be provided to the District.

- 4. If the Charter School cannot participate at the transition meeting, either in person or by telephone, and the District agrees to the Charter School's absence from the transition meeting, the Charter School may provide input to the District regarding the continuum of placement options available at the Charter School which information will be shared by the District with the parents/guardians at the transition meeting. Such agreement to provide input without attending the meeting shall not be unreasonably withheld. The Parties agree that the District shall not hold a transition meeting without the Charter School's representative unless the Charter School has failed to respond to the notification within three (3) school days of receipt or unless the Charter School fails to participate at the transition meeting, either in person or by telephone, after confirming agreement to do so.

- 5. It is expressly understood that the Charter School is specifically obligated to honor the IEP consistent with the law upon the student's matriculation into the Charter School program for purposes of maintaining continuity and the Charter School must abide by the decision made at the transition meeting unless and until such time as placement and/or services are changed pursuant to the IEP process.

- 6. Students with extended school year ("ESY") IEP services shall be served by the Charter School during the ESY immediately following the student's regular sixth grade school year, when the Charter School becomes responsible for all regular and special education services for students who are enrolled in the Charter School. Thereafter, the Charter School shall be the LEA exclusively responsible for any and all special education and Section 504 obligations required of any regular public school district.

- 7. The Charter School representative will sign the transition meeting IEP as a member, and not as the LEA representative. The District principal or coordinator will sign as the LEA representative.

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




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

- 8. As a public school, the Charter School will search and serve any and all students with actual or suspected disabilities that enroll at the Charter School and does not engage in any activity that results in students being discouraged or counseled out of enrolling and/or maintaining enrollment at the Charter School or any exclusion of such students.

D. Funding of Special Education Services for Students Placed at District Schools through the IEP Process

- 1. If at the transition meeting or at any subsequent IEP meeting during sixth through eighth grades for a student who resides in the Charter School attendance area, in which meeting a representative from the Charter School was invited to participate using the procedures described in Section B above for inviting Charter School to transition meetings, the IEP team recommends placement at a District school rather than the Charter School, the student will be deemed to have been enrolled at the Charter School and placed at a District school through the IEP process.
- 2. If a parent/guardian desires to have their student remain in a non-charter District school, despite an offer of placement by the IEP team at the Charter School, the family may attend a District school by applying for open enrollment.
- 3. For all students placed at District schools through the IEP process, the Charter School will pay the District a 1.26% allocation factor to cover the District's costs in providing services to these students for whom the Charter School is the LEA for special education purposes. The Charter School shall receive a credit toward future allocation factor payments to the District for the difference in the prior allocation factor of 1.5% and the current allocation factor of 1.26% from February 1, 2018, through the date of execution of this Addendum.

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


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

E. Term

This Addendum shall commence on the date upon which it is fully executed by the duly authorized representatives of the parties. The MOU and this Addendum shall stay in effect throughout the current term of the Charter School's Charter, which runs through and including June 30, 2022. The MOU and this Addendum may be amended or augmented by addendum at any time upon mutual written agreement. Further, the term of the MOU and this Addendum shall continue in full force and effect during the period of any renewal granted by the District Board or during the pendency of an appeal of a denial of a renewal request unless and until such time as the Parties enter into a replacement MOU or specifically agree in writing that the MOU and/or this Addendum is terminated.

[Signatures on Next Page]

IN WITNESS WHEREOF, the Parties to this Addendum have duly executed it on the day and year set forth below:

Orange Unified School District:

Signature: *Andrea Yamasaki* Date: 1/17/19
Name: Andrea Yamasaki
Title: Clerk of the Board of Education

El Rancho Charter School:

Signature: *Michelle Walker* Date: 1/17/18
Name: Michelle Walker
Title: Principal

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

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

TOPIC: **PUBLIC HEARING: RESOLUTION 23-18-19 APPROVING AN INCREASE IN STATUTORY SCHOOL FEES IMPOSED ON NEW COMMERCIAL CONSTRUCTION PURSUANT TO EDUCATION CODE SECTION 17620 AND GOVERNMENT CODE SECTION 65995**

DESCRIPTION: Government Code Section 65995 establishes a maximum statutory fee that may be charged against development projects within the school district and authorizes that amount to be biennially adjusted for inflation as set forth in the Statewide cost index for Class B construction as determined by the State Allocation Board (SAB) at its January meeting in even numbered years.

On January 24, 2018, the SAB acted to increase the Level I Developer Fees for both residential and commercial/industrial construction pursuant to Education Code Section 17620 and Government Code Section 65995. For unified school districts, the Level I fee for residential construction was increased from \$3.48 to \$3.79 per square foot of new residential construction. The Level I fee for commercial/industrial construction was increased from \$0.56 to \$0.61 per square foot of new commercial/industrial construction.

On February 15, 2018, the District adopted, by Resolution 22-17-18, new residential and commercial developer fees. The new fees have been in place since April 16, 2018, (60 days after adoption as per code requirements). However, there was a typo in the resolution establishing the fees with respect to the Hotel/Motel and Self-Storage rates. The rates were listed as follows:

Hotel/Motel Self-Storage \$0.049

The rates should have been listed as:

Hotel/Motel Self-Storage \$0.61 \$0.049

The District has not collected any fees for either Hotel/Motel or Self-Storage since April 16, 2018. Therefore, there has not been any negative impacts with respect to the collection of fees for either of this categories.

In order to correct the issue, the District needs to adopt a revised resolution with the correct rates.

In order for the District to assess the correct Level I fees for Motel/Hotel and Self-Storage, it must adopt a revised resolution with the correct fees.

The requisite school facilities fee justification studies, which were

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



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

prepared by Cooperative Strategies and are commonly known as a Level I Developer Fee Justification Study or School Fee Justification Study, that were previously adopted by the Board on February 15, 2018, remain valid and in place. Copies of each study are available in the Business Services Office located at 1401 Handy Street, Orange CA, 92867.


The required Notice of Public Hearing regarding the rate correction was published in the *Orange County Register* on November 22, 2018, and November 29, 2018. If approved by the Board of Education, the corrected rates for Motel/Hotel and Self-Storage will go into effect sixty (60) days after adoption.

There is no direct fiscal impact to the District's general fund as a result of approving this item. Approval of this item allows the District to collect the maximum legal level of fees assessed against commercial development. Fees are deposited in Fund 25 – Capital Facilities Fund (Developer Fees).

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education hold a public hearing and adopt Resolution 23-18-19 approving an increase in statutory school fees imposed on new commercial/industrial construction pursuant to Education Code Section 17620 and Government Code Section 65995, and that the Superintendent or designee be authorized to execute the resolution.

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


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

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



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

RESOLUTION NO. 23-18-19

RESOLUTION OF THE BOARD OF EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT TO INCREASE STATUTORY SCHOOL FEES IMPOSED ON NEW COMMERCIAL/INDUSTRIAL DEVELOPMENT PROJECTS PURSUANT TO EDUCATION CODE SECTION 17620

WHEREAS, the Board of Education ("Board") of the Orange Unified School District ("School District") provides for the educational needs for K-12 students within portions of the cities of Anaheim, Garden Grove, Irvine, Orange, Santa Ana, Tustin, and Villa Park (collectively, "Cities") and a portion of the unincorporated County of Orange ("County"); and

WHEREAS, The State Allocation Board has taken action pursuant to Government Code Section 65995(b)(3), which authorizes school districts to increase statutory school fees to \$3.79 per square foot for assessable space of residential development and \$0.61 per square foot of chargeable covered and enclosed space for all categories of commercial/industrial development, as long as such statutory school fees are properly justified by the School District pursuant to law; and

WHEREAS, new residential and commercial/industrial development continues to generate additional students for the School District's schools and the School District is required to provide school facilities ("School Facilities") to accommodate those students; and

WHEREAS, overcrowded schools within the School District have an impact on the School District's ability to provide an adequate quality education and negatively impacts the educational opportunities for the School District's students; and

WHEREAS, the School District does not have sufficient funds available for the construction or reconstruction of the School Facilities, including acquisition of sites, construction of permanent School Facilities, and acquisition of interim School Facilities, to accommodate students from new residential and commercial/industrial development; and

WHEREAS, the Board of the School District has received and considered two studies entitled "Residential Development School Fee Justification Study for Orange Unified School District" and "Commercial/Industrial Development School Fee Justification Study for Orange Unified School District" ("Studies"), which Studies include information, documentation, and analysis of the School Facilities needs of the School District, including (a) the purpose of the Statutory School Fees, (b) the use to which the Statutory School Fees are to be put (c) the nexus (roughly proportional and reasonable relationship) between the residential and commercial/industrial development and (1) the use for Statutory School Fees, (2) the need for School Facilities, (3) the cost of School Facilities and the amount of Statutory School Fees from new residential and commercial/industrial development, (d) a determination of the impact of the increased number of employees anticipated to result from the commercial/industrial development (by category) upon the cost of providing School Facilities within the School District, (e) an evaluation and projection of the number of students that will be generated by new residential development, and (f) the new School Facilities that will be required to serve such students, and (g) the cost of such School Facilities; and

WHEREAS, said Studies pertaining to the Statutory School Fees and to the capital facilities needs of the School District were made available to the public as

required by law before the Board considered at a regularly scheduled public meeting the Statutory School Fees; and

WHEREAS, on February 15, 2018, the Board adopted Resolution No. 22-17-18 adopting an increase in fees charged on residential and commercial/industrial development; and

WHEREAS, Resolution No. 22-17-18 contained typographical errors on the amounts to be imposed on the categories of Hotel/Motel and Self-Storage facilities that the School District wishes to correct; and

WHEREAS, all required notices of the proposed Statutory School Fees have been given; and

WHEREAS, a public hearing was held at a regularly scheduled meeting of the Board of the School District relating to the proposed Statutory School Fees; and

WHEREAS, Education Code Section 17621 provides that the adoption, increase or imposition of any fee, charge, dedication, or other requirement, pursuant to Education Code Section 17620 shall not be subject to Division 13 (commencing with Section 21000) of the Public Resources Code.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That the Board accepts and adopts the Studies.

Section 2. That this Board hereby increases the Statutory School Fees as a condition of approval of new commercial/industrial development projects and levies the Statutory School Fees on such development projects in the following amounts per square foot of chargeable covered and enclosed space for the following categories of commercial/industrial development:

Retail and Services	\$0.61
Office	\$0.61
Research and Development	\$0.61
Industrial/Warehouse/Manufacturing	\$0.61
Hospitals	\$0.61
Hotel/Motel	\$0.61
Self-Storage	\$0.049

Section 3. That the Board affirms all of its other findings and determinations of Resolution No. 22-17-18.

Section 4. That the School District's Statutory School Fees adopted by this Resolution will become effective sixty (60) days from the date of this Resolution unless a separate resolution increasing the fees immediately on an urgency basis is adopted by the Board.

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



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

APPROVED, ADOPTED, AND SIGNED BY THE BOARD OF EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT ON JANUARY 17, 2019

By:

Alexia Deligianni-Brydges
President of the Board of Education

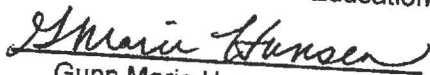
I, Andrea Yamasaki , do hereby certify that the foregoing Resolution No. 23-18-19 was adopted by the Board of Education of the Orange Unified School District at a meeting of said Board held on the 17th day of January 2019, and that it was so adopted by the following vote:

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

By:

Andrea Yamasaki
Clerk of the Board of Education

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



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

TOPIC: **RESOLUTION NO. 24-18-19: APPROVAL TO ADOPT UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT AND PROCEDURES**


DESCRIPTION: The Uniform Public Construction Cost Accounting Act ("Act") is legislation enacted in 1983 to allow local agencies to perform public project work and maintenance projects either with their own workforces or use alternative informal bidding procedures set forth by the California Uniform Construction Cost Accounting Commission ("Commission"). The Act is a voluntary program available to all public entities in the State to assist agencies with expediting certain public project work and maintenance projects and completing work in a timely manner. The Governing Board must elect by Resolution to become subject to become subject to the uniform construction cost accounting procedures enforced by the Controller pursuant to Public Contract Code section 22019.

Currently, Public Contract Code section 20111 requires school districts to formally bid public project work that exceeds \$15,000, and maintenance repair projects that exceed the annual formal bid threshold (\$90,200 for 2018). This low dollar limit presents school districts with significant cost impacts to engage in formal bidding procedures that require considerable time and effort to complete, and also hinders expediting of smaller facilities improvement and repair projects in a timely manner.

The Act allows for public project work and maintenance projects with a value of \$60,000 or less to be performed by a public agency's force account, by negotiated contract, or by purchase order (Section 22032(a)). Public project work and maintenance projects valued at \$200,000 or less may use the informal bidding procedures set forth in Section 22032(b) of the Act. Public project work and maintenance projects with a value of more than \$200,000 shall use formal bidding procedures to let the contract pursuant Public Contract Code Section 22032(c). Additionally, emergency contracts to permit the continuance of existing school classes or to avoid danger to life or property without engaging in the competitive process under Public Contract Code section 20113 will become more efficient by only requiring 4/5 Board vote rather than a unanimous vote, and will not require the approval of the Orange County Department of Education Superintendent. Adjustments to the Act's bidding procedure monetary limits are effective for the fiscal year that commences, and is reviewed every five years by the Commission for consideration of changes.

Public agencies benefit from this program because it provides flexibility in the execution of project work, expedites process

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


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

administration of projects. School districts may use the Standard Code Structure to comply with tracking requirements. Commission surveys report either no difference or minimal change in accounting procedures already in place at an agency, specifically applicable public project work by performed by use of the agencies own workforces.

Adoption of the Uniform Public Construction Cost Accounting Act ("Act") will enable the District to manage smaller public project work and maintenance projects more effectively and efficiently.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education approve Resolution No. 24-18-19 to adopt the Uniform Public Construction Cost Accounting Act.

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



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

ORANGE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 24-18-19

**RESOLUTION ADOPTING UNIFORM PUBLIC CONSTRUCTION
COST ACCOUNTING PROCEDURES**

WHEREAS, Public Contract Code section 22000 et seq. sets forth the Uniform Public Construction Cost Accounting Act (the "Act");

WHEREAS, the Act provides for the implementation of uniform construction cost accounting procedures and informal bidding procedures for all public agencies electing to participate, together with instructions for their adoption and implementation by such public agencies;

WHEREAS, pursuant to Public Contract Code sections 22010 and 22017, the California Uniform Construction Cost Accounting Commission (the "Commission") developed and recommended to the State Controller uniform construction cost accounting and informal bidding procedures (the "Uniform Procedures") consistent with Public Contract Code sections 22031 through 22045 for consideration;

WHEREAS, pursuant to Public Contract Code section 22019, the State Controller adopted the Uniform Procedures;

WHEREAS, the Act only applies to a public agency whose governing board has by resolution elected to become subject to the Uniform Procedures and has notified the State Controller of that election;

WHEREAS, California public agencies such as school districts and county offices of education are eligible to adopt the Uniform Procedures pursuant to the Act;

WHEREAS, the Governing Board of the Orange Unified School District ("District") has determined that it is in the best interests of the District to elect to become subject to the Uniform Procedures;

NOW, THEREFORE, the Governing Board of the Orange Unified School District hereby resolves as follows:

1. That the above recitals are all true and correct.
2. That the District elects to utilize the Act for maintenance contracts as defined in Public Contract Code section 20115 pursuant to Public Contract Code section 22000.

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



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

3. That the Board of Education hereby elects pursuant to Public Contract Code section 22030 to become subject to the Uniform Procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended, and directs District staff to notify the State Controller of this election.
4. That this Resolution shall take effect immediately upon its adoption.

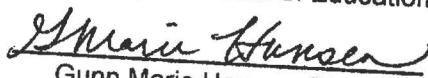
PASSED AND ADOPTED this 17th day of January, 2019 by the members of the Governing Board of the Orange Unified School District.

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

I, Andrea Yamasaki, Clerk of the Orange Unified School District Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution No. 24-18-19 is on file in office of said Board.

Andrea Yamasaki
 Clerk of the Board of Education

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


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

TOPIC: **RESOLUTION NO. 25-18-19: APPROVAL TO ADOPT INFORMAL BIDDING PROCEDURES PURSUANT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT**

DESCRIPTION: Public Contract Code section 20111 requires school districts to formally bid public project work that exceeds \$15,000, and maintenance repair projects that exceed the annual formal bid threshold (\$90,200 for 2018). This low dollar limit presents school districts with significant cost impacts to engage in formal bidding procedures that require considerable time and effort to complete, and also hinders expediting of smaller facilities improvement and repair projects in a timely manner.

Public Contract Code section 22003 et seq., establishes authority of the District to engage in alternative informal bid limits for the procurement of certain public project work and maintenance projects, provided that the District adopts, by Resolution, the Uniform Public Construction Cost Accounting Act and the accounting procedures established by the Uniform Construction Cost Accounting Commission (collectively the "Act"), also generally known and referred to as "CUPCCAA."

The Act requires the District to develop and maintain a list of qualified contractors and accounting procedures set forth in the Cost Accounting Policies and Procedures Manual of the California Uniform Public Construction Cost Accounting Commission ("Commission"); however, contracted work does not require special accounting processes for tracking. The Commission has determined that the California Schools Accounting Manual meets the requirements of the Act.

The primary benefits of the Act are related to the limited exceptions of formal bidding requirements under Public Contract Code section 20111 for smaller public project work. School districts that have elected to become subject to the Act may award construction related contracts utilizing the following alternative bidding procedures to assist with expediting projects:


Negotiated Contract (less than \$60,000)

Public project work and maintenance projects valued at under \$60,000 would be exempt from formal bidding requirements and performed by negotiated contract or by purchase order.

Informal Bid Contract (between \$60,000 and \$200,000)

Public project work and maintenance projects valued between \$60,000 and \$200,000 are awarded to the lowest responsible bidder through an informal bidding process using the qualified contractor list. The District still reserves the right to formally bid a

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



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

project in this range, if desired. Bid, payment and performance bonds are still required of all contractors bidding or performing in this category of informal bidding. Contractors and subcontractors for informally bid projects are subject to all laws and regulations relating to the payment of prevailing wage rates, other employment requirements for public works projects and Department of Industrial Relations registration.

Formal Bid Contract (more than \$200,000)

Projects valued at more than \$200,000 are subject to formal bidding requirements.

Emergency Contract

Currently, when the District engages in emergency procurement to permit the continuance of existing school classes or to avoid danger to life or property without engaging in competitive process under Public Contract Code section 20113, unanimous Board approval and approval of the Superintendent of the Orange County Department of Education ("OCDE") is required. Procuring repairs/replacements without a competitive process under the Act (Public Contract Code section 22050) is more efficient and less time-consuming. Emergency procurements under the Act do not require approval of the OCDE Superintendent and requires a 4/5 Board vote rather than the unanimous vote requirements under Public Contract Code section 20133.

Adoption of the Uniform Public Construction Cost Accounting Act ("Act") will enable the District to manage smaller public project work and maintenance projects more effectively and efficiently, and will also benefit local contractors who would be qualified to participate under the informal bid processes established by the Act. Many of these local contractors are strong supporters of the District, and the additional contracting opportunities afforded through the informal bidding process can serve to strengthen the ties between the local contracting community and the District.

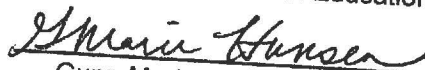
FISCAL IMPACT:

None.

RECOMMENDATION:

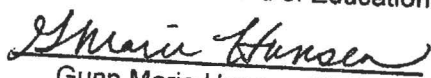
It is recommended that the Board of Education approve Resolution No. 25-18-19 to adopt informal bidding procedures pursuant to the Uniform Public Construction Cost Accounting Act.

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



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

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



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

ORANGE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 25-18-19

RESOLUTION ADOPTING INFORMAL BIDDING PROCEDURES PURSUANT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

WHEREAS, Public Contract Code section 22000 et seq. sets forth the Uniform Public Construction Cost Accounting Act (the "Act");

WHEREAS, the Act provides for the implementation of uniform construction cost accounting procedures for all public agencies electing to participate, together with instructions for their adoption and implementation by any public agency;

WHEREAS, pursuant to Public Contract Code section 22030, the Board of Education of the Orange Unified School District ("District") formally elected to become subject to the procedures set forth in the Act and to the California Uniform Public Construction Cost Accounting Commission's Policies and Procedures Manual and cost accounting review procedures by adopting Resolution No. 24-18-19 on January 17, 2019;

WHEREAS, pursuant to Public Contract Code section 22034, any public agency that elects to become subject to the Act must adopt informal bidding procedures to govern the selection of contractors to perform public projects pursuant to Public Contract Code section 22032(b);

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

1. That the above recitals are all true and correct.
2. That public projects undertaken by the District, as defined by the Act and in accordance with the limits listed in Public Contract Code section 22032, may be let to contract by informal procedures as set forth in Public Contract Code section 22032.
3. That the District shall develop and maintain a list of qualified contractors, identified according to categories of work, in accordance with the provisions of Public Contract Code section 22034 and criteria promulgated from time to time by the California Uniform Public Construction Cost Accounting Commission.
4. That in the event the District undertakes a project which is subject to Public Contract Code section 22032(b), a notice inviting informal bids shall be mailed to all contractors on the qualified contractors list for the category of work being bid. If the product or service sought by the District is proprietary in nature such that it can be obtained only from a certain contractor or

contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

5. That the notice inviting informal bids shall describe the project in general terms and explain how to obtain more detailed information about the project, and state the time and place for the submission of informal bids.
6. That by a majority of the vote of the Governing Board and pursuant to Education Code sections 17604, 17605, and similar statutes, to delegate authority to the District Superintendent or the Superintendent's designee to award informal contracts pursuant to this Resolution.
7. That this Resolution shall take effect immediately upon its adoption.

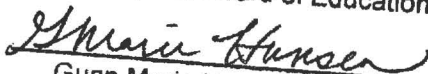
PASSED AND ADOPTED this 17th day of January, 2019 by the members of the Governing Board of the Orange Unified School District.

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

I, Andrea Yamasaki, Clerk of the Orange Unified School District Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution No. 25-18-19 is on file in office of said Board.

Andrea Yamasaki
Clerk of the Board of Education

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



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

TOPIC: **APPROVAL OF DEFERRED MAINTENANCE PLAN-
SUMMER 2019**

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

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

This evening, the Board will receive information with respect to proposed deferred maintenance projects for Summer 2019.

FISCAL IMPACTS: Fund 14 (Deferred Maintenance Fund).....~~\$6,000,000~~
AMENDED \$4,705,000

RECOMMENDATION: It is recommended that the Board of Education approve the 2019-20 Deferred Maintenance projects list.

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

Gunn Marie Hansen

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

INFORMATION/DISCUSSION
ITEMS

TOPIC: PROPOSED REVISIONS TO BOARD POLICIES/BOARD BYLAWS – FIRST READING

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

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

- BP 0410 Nondiscrimination in District Programs and Activities
- BP 1100 Communication with the Public
- BP 3100 Budget
- BP 3250 Transportation Fees
- BP 3320 Claims and Actions Against the District
- BP 3540 Transportation
- BP 3541 Transportation Routes and Services
- BP 3541.1 School Related Trips (Delete)
- BP 3541.2 Transportation for Special Education Students
- BP3541.4 Transportation for Outside Groups (Delete)
- BP 3542 School Bus Drivers (Delete)
- BP 4117.3 Personnel Reduction
- BP 4121 Temporary/Substitute Personnel
- BP 4231.5 Professional Growth (Delete)
- BP 5121 Grades/Evaluation and Student Achievement
- BP 5141.6 School Health Services
- BP 5144.1 Suspension and Expulsion/Due Process

- BP 5145.3 Non Discrimination/Harassment
- BP 5145.9 Hate Motivated Behavior
- BP 5148.3 Preschool/Early Childhood Education (NEW)
- BP 6142.3 Civic Education
- BP 6145.2 Athletic Competition
- BP 6178 Career Technical Education
- BP 6190 Evaluation of the Instructional Program
- BB 9110 Terms of Office

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.

For purposes of this policy, “sexual orientation” means heterosexuality, homosexuality, or bisexuality. (Ed. Code, § 212.6.) “Gender identity” means each person’s internal understanding of their gender, or the perception of a person’s gender identity, which may include male, female, a combination of male and female, neither male nor female, a gender different from the person’s sex assigned at birth, or transgender. (Cal. Code Regs., tit. 2, § 11030.) “Gender expression” means a person’s gender-related appearance and behavior whether or not stereotypically associated with the person’s assigned sex at birth. (Ed. Code, § 210.7.)

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) 1-19

Community Relations

Communication with the Public

~~The Board of Education appreciates the importance of community involvement and, therefore, shall strive to keep the community informed of developments within the District, in particular, and public education, in general, in timely and understandable ways.~~

~~The Superintendent or designee shall use the available means of communication to keep the public aware of the goals, programs, achievements and needs of our schools. Members of the community shall have opportunities to become involved in the schools and to express their interests and concerns.~~

~~The Board recognizes that state law prohibits mass mailings or distributions at public expense which aggrandize elected officers. The name, signature or photograph of an elected District officer may be included in such materials only as permitted by 2 CCR 18901.~~

~~In order to promote open communication between Board members and the public, District newsletters and other mass mailings may include a roster of all Board members' names in accordance with law.~~

The Board of Education recognizes the District's responsibility to keep the public informed regarding the goals, programs, achievements, and needs of the schools and District and to be responsive to the concerns and interests of the community. The Superintendent or designee shall establish strategies for effective two-way communications between the District and the public and shall consult with the Board regarding the role of Board members as advocates for the District's students, programs, and policies.

The Superintendent or designee shall provide the Board and staff with communications protocols and procedures to assist the District in presenting a consistent, unified message on District issues. Such protocols and procedures may include, but are not limited to, identification of the spokesperson(s) authorized to speak to the media on behalf of the District, strategies for coordinating communications efforts and activities, and legal requirements pertaining to confidentiality as well as the public's right to access records.

The Superintendent or designee shall utilize a variety of methods to provide information to the public with access to information. Such methods may include, but are not limited to, District and school newsletters, web sites, social media, electronic communications, mailings, notices sent home with students, recorded telephone messages for parent/guardian information, community forums and public events, news releases, meetings with education reporters and editorial boards, presentations at parent organization meetings, and meetings with representatives of local governments, community organizations, and businesses.

In developing communications strategies, the Superintendent or designee shall take into account the needs of all members of the public, including individuals with disabilities and those whose primary language is not English.

The Superintendent or designee may provide staff members with professional development to assist them in effectively responding to requests for information or assistance by parents/guardians or members of the public.

The Superintendent or designee shall provide multiple avenues and opportunities for members of the public to give input on District and school issues and operations. Community members are encouraged to become involved in school activities, participate on District and school committees, provide input at Board meetings, submit suggestions to District staff, and use the District's complaint procedures as appropriate.

Mass Mailings at Public Expense

Newsletters or mass mailings regarding ballot measures, candidates, legislative activities, or any other campaign activities shall be sent and distributed in accordance with law and Board policy.

A mass mailing is prohibited if all of the following criteria are met: (Government Code 89001-89002)

1. The mailing involves sending a tangible item, such as a videotape, record, button, or written document, which is delivered by any means to recipients at their residence, place of employment or business, or post office box.
2. The item features a Board member or includes the name, office, photograph, or other reference to a Board member and is prepared or sent in cooperation, consultation, coordination, or concert with the Board member.
3. The costs of distribution, or any costs of design, production, and printing exceeding \$50, are paid with District funds.
4. More than 200 substantially similar items, as defined in Government Code 89002, are sent in a single calendar month.

The above prohibition does not apply to the types of mass mailings specified in Government Code 89002(b), including, but not limited to: (Government Code 89002)

1. An item in which the Board member's name appears only in a roster containing the names of all Board members or in the letterhead or logotype of the stationery, forms, and envelopes of the District, a District committee, or the Board member

2. An announcement including only a single mention of the Board member's name which concerns a public meeting related to the Board member's duties or any official District event(s) for which the District is providing the use of its facilities, staff, or other financial support
3. A business card that contains only one mention of the Board member's name and no photograph of the Board member

However, any of the excepted mailings listed in items #1-3 above that meets the criteria for prohibited mass mailings shall not be sent within 60 days preceding an election in which a Board member to whom the mailing relates will appear on the ballot as a candidate. (Government Code 89003)

Comprehensive Communications Plan

The Superintendent or designee shall develop a written communications plan which establishes priorities for proactive community outreach to build support for District programs and issues. The plan shall identify specific communications goals aligned with the District's vision and goals for student learning. For each communications goal, the plan shall identify key messages, individuals or groups that can help the District achieve its goal, strategies tailored to each target audience, timelines, persons responsible for each activity, and budget implications.

As appropriate for each issue, target audiences may include parents/guardians, the media, local governmental agencies, businesses, community organizations and civic groups, postsecondary institutions, health care professionals, child care providers, community leaders, state or federal legislators or agencies, and/or other segments of the public.

The plan shall incorporate strategies for effective communications during a crisis or other emergency situation that may arise.

The Superintendent or designee shall periodically evaluate the implementation and effectiveness of the District's communications plan and recommend to the Board whether the goals and key issues identified in the plan need to be revised to meet changing circumstances or priorities.

Legal Reference:

EDUCATION CODE

~~35160 Authority of governing boards~~

~~35160.1 Broad authority of school Districts~~

~~35172 Promotional activities~~

7054 Use of District property or funds re: ballot measures and candidates

35145.5 Board meetings, public participation

35172 Promotional activities

38130-38138 Civic Center Act

48980-48985 Parental notifications

GOVERNMENT CODE

~~82041.5 Mass mailing~~

~~89001 Newsletter or mass mailing~~

54957.5 Meeting agendas and materials

82041.5 Mass mailing

89001-89003 Newsletter or mass mailing

CODE OF REGULATIONS, TITLE 2

~~18901 Mass mailings sent at public expense~~

18901.1 Campaign-related mailings sent at public expense

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

Approved: (7-88 9-93 10-05) **1-19**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Business and Non-Instructional Operations

Budget

The Board of Education recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the District's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The District budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the District.

The District budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified District needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed District budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

The Board shall adopt the District budget on or before July 1 of each year. (Education Code 42127)

At a public meeting held on a date after the public hearing on the budget, the Board shall adopt the budget following its adoption of the Local Control Accountability Plan (LCAP) or an annual update to the LCAP at the same meeting. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127)

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

BP 3100(b)

No later than five days after the Board adopts the District budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted District budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

If the County Superintendent disapproves or conditionally approves the District's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before September 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

Budget Criteria and Standards

The Superintendent or designee shall develop a District budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

The District budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for District revenues and expenditures.

Fund Balance

The District shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.

2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.

3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. Assigned fund balance includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the District shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the District against unforeseen circumstances.

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Reserve Balance

The district budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.

In any year that the district is notified by the Superintendent of Public Instruction that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds. (Education Code 41202, 42127.01)

Long-Term Financial Obligations

The District's current-year budget and multiyear projections shall include adequate provisions for addressing the District's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

Budget Amendments

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the District's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

33127-33131 Standards and criteria for local budgets and expenditures

41202 Determination of minimum level of education funding

42103 Public hearing on proposed budget; requirements for content of proposed budget

42122-42129 Budget requirements

42130-42134 Financial certifications

42140-42141 Disclosure of fiscal obligations

42238-42251 Apportionments to Districts, especially:

42238.01-42238.07 Local control funding formula

42602 Use of unbudgeted funds

42610 Appropriation of excess funds and limitation thereon

45253 Annual budget of personnel commission

45254 First year budget of personnel commission

52060-52077 Local control and accountability plan

GOVERNMENT CODE

7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure

15440-15451 Criteria and standards for school District budgets

15494-15496 Local control funding formula, expenditures

ORANGE UNIFIED SCHOOL DISTRICT

Adopted: (7-88 10-93 7-96 2-06 9-14 8-15) 1-19

Orange, California

Business and Non-Instructional Operations

Transportation Fees

Because the cost of providing student transportation exceeds funding provided by the state, the Board of Education finds it necessary to charge fees for home-to-school student transportation.

~~The Board shall certify to the county superintendent that the District has levied fees in accordance with law.~~ The total amount received for transportation from the state and parent/guardian fees shall not exceed the actual operating cost of home-to-school transportation during the school year.

The Superintendent or designee shall submit proposed transportation fee changes for Board approval. Fees shall be determined on the basis of operating costs in accordance with law.

No charge shall be made for any transportation of students ~~who are handicapped, who receive special education or whose parents/guardians are determined exempt~~ **whose individualized education program require transportation or whose parents/guardians are determined indigent pursuant to administrative regulations.** (cf. 3540 - Transportation) (cf. 3541.2 - Transportation for Special Education Students)

Legal Reference:

EDUCATION CODE

- 10913 Fees for uses of school buses for community recreation purposes
- 35330 Excursions or field trips
- 39800-39860 Transportation, especially:
- 39801.5 Transportation fees for adults
- 39807.5 Payment of transportation cost; amount of payment
- 39809.5 Excess fees; adjustments
- 39837 Fees for summer employment transportation
- 41850 Home-to-school and special education transportation
- 49557 Applications for free and reduced price meals
- 49558 Confidentiality of applications and records
- 56026 Individuals with exceptional needs

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (10-93, 2-06) 1-19

Business and Non-Instructional Operations

Claims and Actions Against the District

~~Any and all claims for money or damages must be presented to and acted upon in accordance with the following procedures. Compliance with these procedures is a prerequisite to any court action, unless the claim is governed by statutes or regulations which expressly free the claimant from the obligation to comply with this policy and the claims procedures set forth in the Government Code.~~

~~Time Limitations~~

- ~~1. Claims for money or damages relating to a cause of action for death or for injury to person, personal property or growing crops shall be presented to the Board of Education no later than six months after the accrual of the cause of action. (Government Code §§ 905, 911.2.)~~
- ~~2. Claims for money or damages as authorized in Government Code section 905 and not included in paragraph No. 1 above shall be filed not later than one year after the accrual of the cause of action. (Government Code §§ 905, 911.2.)~~
- ~~3. Claims for money or damages specifically excepted from Government Code section 905 shall be filed not later than six months after the accrual of the cause of action. (Government Code §§ 905, 911.2, 935.)~~

~~Late Claims~~

~~Claims under paragraphs No. 1 and No. 3 above, which are filed outside the specified time limitations must be accompanied by an application to file a late claim. Such claim and application to file a late claim must be filed not later than one year after the accrual of the cause of action.~~

~~If a claim under paragraphs No. 1 or No. 3 is filed later than six months after the accrual of the cause of action and is not accompanied by the application, the Board or Superintendent or designee shall, within 45 days, give written notice that the claim was not filed timely and that it is being returned without further action.~~

~~The application to file a late claim shall state the reason for the delay in presenting the claim. The Board shall grant or deny the application within 45 days after it is presented. By mutual agreement of the claimant and the Board, this 45-day period may be extended by written agreement made before the expiration of such period.~~

~~If the Board does not take action on the application within 45 days, it shall be deemed to have been denied on the 45th day unless such time period has been extended, in which case it shall be denied on the last day of the period specified in the extension agreement.~~

~~If the application to present a late claim is denied, the claimant shall be given proper notice. (Government Code §§ 911.3, 911.4, 911.6, 911.8, 912.2, 935.)~~

Delivery and Form of Claim

~~A claim, any amendment thereto, or an application for leave to present a late claim shall be deemed presented when delivered to the office of the Superintendent or deposited in a post office, sub post office, substation, or mail chute or other like facility maintained by the U.S. Government in a sealed envelope properly addressed to the District office to the attention of "District Superintendent" with postage paid. (Government Code §§ 915, 915.2.)~~

~~Claims may be submitted on a District claim form or as prescribed in Section 910 and 910.2 of the Government Code. (Government Code §§ 910, 910.2, 910.4.)~~

Notice of Claim Insufficiency

~~The Superintendent or designee shall review all claims for sufficiency of information. The Superintendent or designee may, within 20 days of receipt of claim, either personally deliver or mail to the claimant a notice stating deficiencies in the claim presented. If such notice is delivered or sent to claimant, the Board shall not act upon the claim until at least 15 days after such notice is sent. (Government Code §§ 910.8, 915.4.)~~

Amendments to Claim

~~Claims may be amended within the above time limits or prior to final action by the Board, whichever is later, if the claim, as amended, relates to the same transaction or occurrence which gave rise to the original claim.~~

Action on Claim

~~Within 45 days after the presentation or amendment of a claim, the Board (or Superintendent or designee) shall take action on the claim. (Government Code § 912.4.)~~

~~This time limit may be extended by written agreement before the expiration of the 45 day period or before legal action is commenced or barred by legal limitations. (Government Code § 912.4) The Superintendent or designee shall transmit to the claimant a notice of action taken. (Government Code § 913.)~~

~~If no action is taken within the prescribed time limits, the claim shall be deemed to have been rejected and the claimant notified by the Superintendent or designee in accordance with Government Code § 913. (Government Code § 912.4.)~~

~~Claims Not Exceeding \$50,000~~

~~The Superintendent or designee may take actions on claims that do not exceed \$50,000. Prior to taking action, the Superintendent/designee shall notify the Board. (Government Code § 935.4.)~~

~~Retroactivity of this Policy~~

~~This policy is intended to apply retroactively to any existing causes of action and/or claims for money and/or damages.~~

~~Roster of Public Agencies~~

~~The Superintendent or designee shall annually verify that all information regarding the District and the Board is filed accurately with the Roster of Public Agencies in the office of the Secretary of State and the County Clerk. The verified information shall include the name of the District, the mailing address of the Board, and the names and addresses of the Board presiding officer, the Board clerk or secretary and other members of the Board. (Government Code § 53051.)~~

The Governing Board desires to conduct district operations in a manner that minimizes risk, protects district resources, and promotes the health and safety of students, staff, and the public. Any and all claims for money or damages against the district shall be presented to and acted upon in accordance with the Government Claims Act or other applicable state or district procedures, as well as the district's joint powers authority (JPA) agreement or other insurance coverage.

Any claim for money or damages not governed by the Government Claims Act (Government Code 810-996.6) or specifically excepted by Government Code 905 shall be presented and acted upon in accordance with district-established procedures consistent with the manner and time limitations specified in the administrative regulation, unless a procedure for processing such claims is otherwise provided by state or federal law or regulation. (Government Code 935) *This policy is effective immediately and applies retroactively to any and all claims, including to claims which accrued prior to the enactment of this policy.*

Upon notice to the district of a claim, the Superintendent or designee shall take all necessary steps to protect the district's rights under any applicable contractual agreements, including the right to indemnification from its insurance or other coverage provider.

In accordance with Government Code 935.4, the Board delegates to the Superintendent the authority to allow, compromise, or settle claims of \$50,000 or less pursuant to any conditions of coverage in the district's JPA agreement or insurance coverage.

Roster of Public Agencies

Within 10 days of any change in the name of the district, the mailing address of the Board, or the names and addresses of the Board president, the Board clerk or secretary, or other Board members, the Superintendent or designee shall file the updated information with the Secretary of State and the County Clerk. (Government Code 53051)

Legal Reference:

EDUCATION CODE

35200 Liability for debts and contracts

35202 Claims against districts; applicability of Government Code

CODE OF CIVIL PROCEDURE

340.1 Damages suffered as result of childhood sexual abuse

GOVERNMENT CODE

800 Costs in civil actions

810 - 996.6 Claims and actions against public entities

6500-6536 Joint exercise of powers

53051 Information filed with secretary of state and county clerk

PENAL CODE

72 Fraudulent claims

COURT DECISIONS

Big Oak Flat-Groveland Unified School District v. Superior Court of Tuolumne County, (2018) 21 Cal.App.5th 403

City of Stockton v. Superior Court, (2007) 42 Cal. 4th 730

Connelly v. County of Fresno, (2006) 146 Cal.App.4th 29

CSEA v. South Orange Community College District, (2004) 123 Cal.App.4th 574

CSEA v. Azusa Unified School District, (1984) 152 Cal.App.3d 580

Adopted: (02-07) **01-19**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Business and Non-Instructional OperationsTransportation

~~The extent to which the District provides transportation depends upon student needs and a continuing assessment of financial resources. The Board of Education desires to:~~

- ~~1. Provide maximum safety for students between home and school and on school sponsored trips~~
- ~~2. Promote desirable student behavior and respect for traffic safety~~
- ~~3. Provide assistance and transportation for handicapped students~~
- ~~4. Provide transportation for field trips~~

~~(cf. 3541.5 - Alternative Transportation Arrangements) (cf. 5131.1 - Bus Conduct)~~

~~All school buses shall comply with inspection requirements specified in the Vehicle Code and administered by the California Highway Patrol.~~

~~The District may contract with a private carrier for transportation services whenever such an arrangement may be more economical than using District-owned or leased vehicles.~~

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. The extent to which the district provides for transportation services shall depend upon student and community needs and a continuing assessment of financial resources. (cf. 3100 - Budget) (cf. 3250 - Transportation Fees) (cf. 3541 - Transportation Routes and Services) (cf. 3541.1 - Transportation for School-Related Trips) (cf. 3541.2 - Transportation for Students with Disabilities) (cf. 5116.1- Intra-district Open Enrollment) (cf. 5117 - Inter-district Agreements)

The Superintendent or designee shall recommend to the Board the most economical and appropriate means of providing transportation services.

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses. (cf. 3543 - Transportation Safety and Emergencies) (cf. 5131.1 - Bus Conduct)

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the District, provide for the maintenance and operation of District-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance. (cf. 3542 - School Bus Drivers)

Legal Reference:

EDUCATION CODE

- 35330 Excursions and field trips
- 35350 Authority to transport pupils
- 39800-39860 Transportation
- 39800 Powers of governing board to provide transportation for pupils to and from school; definition of "municipally owned transit system"**
- 39801 Contract with County Superintendent of Schools to provide transportation**
- 39802-39803 Bids and contracts for transportation services**
- 39806 Payments to parents in lieu of transportation**
- 39807 Food and lodging payments in lieu of transportation**
- 39807.5 Transportation fees**
- 39808 District transportation of private school students**
- 41850-41854 Allowances for transportation
- 41860-41862 Supplemental allowances for transportation**
- 45125.1 Criminal background checks for contractors**

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

CODE OF REGULATIONS, TITLE 5

- 14100-14103 Use of school buses and school pupil activity buses**
- 15240-15343 Allowance for student transportation
- 15253-17272 District records related to transportation

VEHICLE CODE

- 2807 School bus inspection

COURT DECISIONS

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

Adopted: (7-88, 8-91, 10-93, 2-06) 1-19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Business and Non-Instructional Operations

Transportation Routes and Service

~~Bus transportation may be provided for all elementary students living more than one (1) mile from their school of attendance; all middle school students living more than two and one half (2 ½) miles from their school of attendance; and all senior high school students living more than three (3) miles from their school of attendance.~~

~~The Superintendent or designee shall give due consideration to special problems such as transportation to special classes, hazardous conditions, etc.~~

~~The Superintendent or designee shall design school routes and stops.~~

The Superintendent or designee shall design transportation routes and stops within district boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools. (cf. 3510 - Green School Operations) (cf. 3514 - Environmental Safety) (cf. 3540 - Transportation)

Students shall be eligible for transportation service to and from school if the distance between their “school of attendance” and the school is beyond the minimum listed below:

- 1. For elementary school students: one (1) mile.**
- 2. For middle school students: two and one half (2½) miles.**
- 3. For senior high school students: three (3) miles.**

The Superintendent or designee may authorize transportation below these limits when safety problems or hazards exist. (cf. 5142.2 - Safe Routes to School)

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules, and stops.

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

- 1. Students traveling to and from school during the regular school day (Education Code 39800)**
- 2. Field trips and excursions (Education Code 35330) (cf. 3541.1 - Transportation for School-Related Trips)**
- 3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)**
- 4. District employees, parents/guardians, and adult volunteers traveling to and from**

educational activities authorized by the district (Education Code 39837.5)

5. **Preschool or nursery school students (Education Code 39800) (cf. 5148.3 - Preschool/Early Childhood Education)**
6. **Students traveling to full-time occupational classes provided by a regional occupational center or program (Education Code 39807.5, 41850) (cf. 6178.2 - Regional Occupation Center/Program)**
7. **Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth (Education Code 39837)**
8. **Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school (Education Code 39801.5) (cf. 6200 - Adult Education)**

Students who attend school outside of their school attendance area or district boundaries may be eligible for transportation services in accordance with district policy. (cf. 5116.1- Intra-district Open Enrollment) (cf. 5117 – Inter-district Attendance)

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education program or Section 504 plan. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4, 300.17, 300.34) (cf. 3541.2 - Transportation for Students with Disabilities) (cf. 6159 - Individualized Education Program) (cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall provide transportation to homeless students in accordance with law, Board policy, and administrative regulation. When the student resides outside of district boundaries, the Superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation. (42 USC 11432) (cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so. (20 USC 6312) (cf. 6173.1 - Education for Foster Youth)

Legal Reference:

EDUCATION CODE

10900.5	Use of school buses for community recreation
35330	Excursions and field trips
35350	Authority to transport pupils
35350-35351	Authority to transport pupils
39800-39809.5	Transportation, general provisions, especially:
39800-39860	Transportation
39800	Powers of governing board to provide transportation to and from school
39801.5	Transportation for adults
39808	Transportation for private school students

- 39830-39843 School buses, especially:
- 39835 Use of school buses for community recreation
- 39837 Transportation to summer employment program
- 39837.5 Transportation of employees, parents/guardians, and adult volunteers to school activities
- 39860 Transportation to school activities
- ~~41850-41854~~ Allowances for transportation
- 41850-41856 Allowances for transportation
- 41860-41863 Supplementary allowances for transportation
- 48853.5 Educational placement of students residing in licensed children's institutions

CODE OF REGULATIONS, TITLE 5

- 15240-15244 Allowances for student transportation, definitions

UNITED STATES CODE, TITLE 20

- 1400-1482 Individuals with Disabilities Education Act
- 6312 Transportation to maintain children in foster care in school of origin

UNITED STATES CODE, TITLE 42

- 11432 McKinney-Vento Homeless Assistance Act

CODE OF FEDERAL REGULATIONS, TITLE 34

- 104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504
- 300.17 Free appropriate public education
- 300.34 Special education related services

Management Resources:

CSBA PUBLICATIONS

Special Education Pupil Transportation: Considerations in the Era of LCFF, Governance Brief, April 2014

WEB SITES

California Department of Education, Office of School Transportation:

<http://www.cde.ca.gov/ls/tn/or/assignment.asp>

Pupil Transportation Safety Institute: <http://www.ptsi.org>

DELETE

BP 3541.1(a)

Business and Non-Instructional Operations

School-Related Trips

~~The District may provide transportation in buses or other school or public transportation vehicles for field trips and excursions in connection with instruction or school-related social, educational, cultural, athletic or school band activities. (cf. 3541.5 – Alternative Transportation Arrangements)~~

~~School-related organizations requesting transportation shall be responsible for the costs of their trips unless funding has been approved by the Board. (cf. 3250 – Fees and Charges) (cf. 3542 – School bus Drivers) (cf. 3543 – Transportation Safety and Emergencies) (cf. 6153 – School-Sponsored Trips)~~

Trips by School Vehicles

~~Besides taking students to and from school, school vehicles shall provide transportation for field trips and for special activities approved by the Board. Such trips may be taken in buses or other school transportation vehicles owned, leased or rented by the District. All vehicles shall meet federal and state standards.~~

~~The Superintendent shall maintain procedures to regulate the use of the vehicles for approved school-related activities. Activity trips occurring outside of school hours shall be subject to the rules and policies regulating educational field trips. Student councils, parent teacher associations and any other organizations requesting transportation shall be fully responsible for the costs of the trip. To the extent that funding has been approved by the Board, such costs may be charged to the District.~~

Transportation by Private Automobile

~~The Superintendent or designee may authorize the transportation of students by private automobile for approved field trips and activities when the vehicle is driven by an adult, twenty one (21) years of age or older, who has registered with the District for such purposes by filing a completed School Driver Certification Form. When filing the School Driver Certification Form, all drivers shall be issued the Driver Instruction Form and asked to keep it in their car. All student passengers shall provide permission slips signed by their parents.~~

~~Drivers shall be required to possess a valid California driver's license and liability insurance of at least \$100,000/\$300,000 per occurrence.~~

~~Owners, drivers and passengers shall be informed that the registered owner and his/her insurance company are responsible for any accidents which may occur. District personnel who frequently~~

~~transport students in their private vehicles are urged to carry liability insurance of \$300,000 or more per occurrence.~~

~~The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed and should not in any case exceed ten (10). (E.C. 39830) A seat belt must be provided for each passenger.~~

~~Owners furnishing private vehicles shall not accept reimbursement from passengers in excess of the cost of operating the vehicle. Reimbursement for the use of private transportation may be made from District funds. (cf. 6153 Field Trips)~~

Legal Reference:

EDUCATION CODE

~~35330 — Excursions and field trips~~

~~39830 — School bus~~

~~39835 — Use for community recreation~~

~~39837 — Transportation of pupils to places of summer employment~~

~~39860 — Transportation to special activities by District~~

~~44808 — Liability when students not on school property~~

VEHICLE CODE

~~27315 — Mandatory use of seat belts in private passenger vehicles~~

~~34501.6 — School buses; reduced visibility~~

Castro v. Los Angeles (1976) 54 Cal.App.3d 232 Salcedo v. Monterey County Office of Education

———— (1992) 1 Cal.Rptr.2d 868

Hanson v. Reedley School District (1941) 43 Cal.App.2d 643

Lehmuth v. Long Beach Unified School District (1960) 53 Cal.App.2d 544

Business and Non-Instructional OperationsTransportation for Special Education Students

~~The Board of Education shall provide appropriate transportation services for students with disabilities. (E.C. 56221) The Superintendent or designee shall make home-to-school transportation available for these students at no cost to parents/guardians in accordance with the federal Individuals with Disabilities Education Act or Section 504 of the federal Rehabilitation Act of 1973. (cf. 0430 - Comprehensive Local Plan for Special Education) (cf. 1312.2 - Uniform Complaint Procedures) (cf. 4112.23 - Special Education Staff) (cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Exceptional Needs)) (cf. 6146.4 - Differential Graduation and Competency Standards for Individuals with Exceptional Needs) (cf. 6159 - Individualized Education Program (IEP)) (cf. 6159.1 - Procedural Safeguards and Complaints) (cf. 6159.2 - Nonpublic Nonsectarian School and agency Services for Special Education) (cf. 6159.3 - Appointment of Surrogate Parent) (cf. 6164.4 - Identification of Individuals with Exceptional Needs)~~

~~The Superintendent or designee shall arrange transportation schedules so that students with disabilities or handicaps do not spend an excessive amount of time on buses compared to other students. Arrivals and departures should not reduce the length of the school day for students with disabilities except as may be prescribed on an individual basis in a student's Individual Educational Program (IEP).~~

~~The Superintendent or designee shall establish Administrative Regulations setting forth criteria for determining the most appropriate mode of transportation for an individual student. Such criteria shall include the coordination of regular transportation and special transportation, the student's safety and health needs, and the extent to which transportation arrangements may help the student develop independent mobility skills.~~

~~When a student receiving special education or Section 504 services is excluded from school bus transportation, the Superintendent or designee shall provide alternative transportation at no cost to the student or parent/guardian. (cf. 3540 - Transportation) (cf. 3541.5 - Alternative Transportation Arrangements)~~

The Board of Education desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan. (cf. 0430 - Comprehensive Local Plan for Special Education) (cf. 3540 - Transportation) (cf. 6159 - Individualized Education Program) (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education) (cf. 6164.6 - Identification and Education Under Section 504)

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan.

The Superintendent or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedule, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian. (cf. 3250 - Transportation Fees)

If a student whose IEP or accommodation plan specifies transportation needs is excluded from school bus transportation for any reason, such as suspension, expulsion, or other reason, the district shall provide alternative transportation at no cost to the student or parent/guardian. (Education Code 48915.5) (cf. 5131.1 - Bus Conduct) (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis. (cf. 0410 - Nondiscrimination in District Programs and Activities) (cf. 3541 - Transportation Routes and Services)

The Superintendent or designee shall ensure that any mobile seating devices used on district buses are compatible with bus securement systems required by 49 CFR 571.222. (Education Code 56195.8) (cf. 3542 - School Bus Drivers)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (Education Code 39839; Civil Code 54.1-54.2; 28 CFR 35.136) (cf. 6163.2 - Animals at School)

When transportation is not specifically required by the IEP or Section 504 plan of a student with disabilities, the student shall be subject to the rules and policies regarding regular transportation offerings within the district.

Legal Reference:

EDUCATION CODE

- 39807.5 Payment of transportation cost
- 39839 Guide dogs, signal dogs, and service dogs on bus**
- 41850-41854 Allowances for transportation
- 48300-48315 Alternative inter-district attendance program**
- 48915.5 Expulsion of students with exceptional needs**
- 56040 No cost for special education and related services**
- 56195.8 Adoption of policies**
- ~~56221 Adoption of policies~~
- ~~56221 Adoption of policies~~
- 56327 Assessment for special education and related services**
- 56345 Individualized education program**
- ~~56366 Nonpublic nonsectarian schools or agencies~~
- ~~56366.1 Waiver of requirements under section 56365 and 56366~~
- 56365-56366.1 Nonpublic nonsectarian schools or agencies**

CIVIL CODE

- 54.1-54.2 Service animals**

CODE OF REGULATIONS, TITLE 5

- ~~15050 Transfer of funds to child development fund and development center for handicapped pupils fund~~
- 15243 Physically handicapped minors**
- 15271 Exclusion from report**

UNITED STATES CODE, TITLE 20

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

UNITED STATES CODE, TITLE 29

- 794 Section 504 of the Rehabilitation Act of 1973**

CODE OF FEDERAL REGULATIONS, TITLE 28

- 35.104 Definitions**
- 35.136 Service animals**

CODE OF FEDERAL REGULATIONS, TITLE 34

- 104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504
- 300.1-300.818 Individuals with Disabilities Education Act, especially:**
- 300.34 Transportation defined as related service**

CODE OF FEDERAL REGULATIONS, TITLE 49

- 571.222 Federal requirements for bus securement systems**

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Special Education Transportation Guidelines

Pupil Fees, Deposits and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Protecting Students with Disabilities: Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, 2009

Questions and Answers on Serving Children with Disabilities Eligible for Transportation, 2009

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/ocr>

Adopted: (10-93, 7-96, 2-06) 1-19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

DELETE

BP 3541.4

Business and Non-Instructional Operations

Transportation for Outside Groups

~~With the Board's authorization, the Superintendent or designee may approve the use of school buses for non-school purposes within the limits specified by law.~~

~~The District may require the payment of a fee. (E.C. 10913)~~

Legal Reference:

EDUCATION CODE

- ~~10900-10914.5 Community recreation programs, esp. 10900.5, 10901, 10913~~
- ~~35160 Authority of governing boards~~
- ~~35160.1 Broad authority of school districts~~
- ~~39835 Use of buses for community recreation~~
- ~~39836 Harvest transportation of pupils during national emergency~~
- ~~39837 Transportation of pupils to places of summer employment~~
- ~~39840 Lease of school buses to government agencies~~
- ~~39841 School bus requirements for use as public transportation~~

Adopted: (7-88 10-93, 2-06) 1-19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

DELETE

Business and Non-Instructional Operations

School Bus Drivers

Authority

~~Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway or road. A bus driver shall not require any student to leave the bus en route between home and school or other destinations. (5 CCR 14103)~~

School Bus Drivers

~~The Superintendent or designee shall ensure that all school bus drivers employed by the District comply, at a minimum, with the following requirements for the transportation of students:~~

- ~~1. Possession of a proper license issued by the State Department of Motor Vehicles.~~
- ~~2. Possession of a current Red Cross First Aid Certificate or certified completion of the first aid test given by the California Highway Patrol.~~
- ~~3. Possession of a current medical certificate as required by law.~~

~~All bus drivers shall also be required to attend driver training programs mandated by law and shall be familiar with and adhere to District policies and regulations relating to the transportation of students.~~

~~All school bus accidents shall be reported immediately to the California Highway Patrol, the District and the driver's employer (if other than District). (Code of Regulations, Title 13, 1219)~~

(Legal Reference next page)

Legal Reference:

EDUCATION CODE

- 39830-39842 School buses
- 40080-40090.5 Training required to obtain or renew bus driver certificate
- 45125.1 Criminal background checks for contractors
- 56195.8 Training in installation of mobile seating devices

PENAL CODE

- 241.3 Assault against school bus driver
- 243.3 Battery against school bus driver

VEHICLE CODE

- 1808.8 Dismissal for safety related cause
- 2570-2575 Transportation of students
- 12517-12517.4 Certification requirements
- 12522 First aid training for school bus drivers
- 13376 Driver certificates; revocation or suspension; sex offense prosecution
- 22112 School bus signals; roadway crossings
- 25257 School bus; flashing light signal system
- 25257.2 School bus used for transportation of developmentally disabled person
- 34501.6 School buses; reduced visibility
- 34508.5 Investigation of accidents

CODE OF REGULATIONS, TITLE 5

- 14103 Authority of the driver
- 14104 School bus driver instructor

CODE OF REGULATIONS, TITLE 13

- 1200-1228 General provisions, school bus regulations

CODE OF FEDERAL REGULATIONS, TITLE 49

- 571.222 Federal motor vehicle safety standard #222

Adopted: (7-88 10-93 7-96, 2-06) 1-19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Certificated PersonnelPersonnel Reduction

The Board of Education may reduce the number of **probationary and permanent** certificated employees when, in its opinion, personnel, or their hours and wages, due to any of the following conditions makes such reduction necessary: (E.C. 44955, **44955.5**)

- ~~1. Declining enrollment, provided that the percentage of reduction in probationary and permanent certificated personnel shall not exceed the corresponding percentage of student attendance lost;~~
- ~~2. Reduction or discontinuance of programs or services;~~
- ~~3. State mandated modification of the curriculum; or~~
- ~~4. The fiscal crisis that may occur after enactment of the Budget Act when the total revenue limit per ADA has not increased by at least two percent. (E.C. 44955.5)~~

- 1. Average daily attendance (ADA) in all of the schools in the District during the first six months of the school year has declined below the level for the same period in either of the previous two school years.**
- 2. A particular kind of service is to be reduced or discontinued not later than the beginning of the following school year.**
- 3. Attendance in the District will decline in the following year as a result of the termination of an interdistrict tuition agreement.**
- 4. An amendment of state law requires modification of the curriculum.**
- 5. During the time period between five days after the enactment of the Budget Act and August 15 of that fiscal year, the Board determines that the District's total revenue limit per ADA for the fiscal year of that Budget Act has not increased by at least two percent. (Education Code 44955.5)**

~~The Board recognizes that its authority in the reduction of personnel is subject to legal requirements. Except as otherwise provided by statute, a permanent employee who is certificated and competent to render a service shall not be terminated or given a reduction in hours and wages while a probationary employee or other employee with less seniority is retained to render the service. (E.C. 44955)~~

Determination of the Order of Layoffs

When it is necessary to reduce the number of certificated employees for any of the reasons listed above, the services of employees shall be terminated in the inverse of the order in which they were employed by the District in probationary status, except as otherwise authorized by law. (Education Code 44844, 44955)

The Superintendent or designee shall maintain the seniority list for this purpose.

Unless otherwise provided by law, a permanent employee shall have the right to be retained over a probationary employee or any employee with less seniority if the position is one for which he/she is certificated and competent to render service. (Education Code 44955)

To determine the order of termination between employees who first rendered paid service on the same date, the District shall rank order those employees solely on the basis of the needs of the District and students. Upon the request of an employee whose order of termination is to be determined based on such ranking, the District shall furnish the employee, no later than five days prior to the commencement of the administrative hearing on the layoff, a written statement of the specific criteria used in determining the order of termination and the application of the criteria in ranking the employee relative to the other employees in the group. (Education Code 44955)

The District may deviate from terminating certificated employees in order of seniority for either of the following reasons: (Education Code 44955, 44956)

- 1. To fill a demonstrated specific need for personnel to teach a specific course or courses of study, or to provide services authorized by a services credential with a specialization in either student personnel services or health for a school nurse, when the certificated employee has the necessary special training and experience which others with more seniority do not possess;**
- 2. To maintain or achieve compliance with constitutional requirements related to equal protection of the law.**

Legal Reference:

EDUCATION CODE

44830 Employment of certificated persons
44949 Dismissal of probationary employees
44955 Reduction in number of permanent employees
44955.5 Termination of certificated employees
449556-44959.5 Rights of employees

GOVERNMENT CODE

3543.2 Scope of representation

UNEMPLOYMENT INSURANCE CODE

1089 Notification of unemployment insurance benefits

Adopted: (7-88 7-96 6-06) **2-19**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Certificated PersonnelTemporary/Substitute Personnel

The District may employ substitute or temporary certificated personnel in accordance with law.

Suitable programs for training, assigning, orienting and evaluating the work of substitutes or temporary **employees** shall be provided by the certificated staff under the Superintendent's direction.

The Board of Education shall adopt and make public the rates of compensation for substitute certificated staff. (E.C. 44977, 45030) Substitute teachers shall not participate in the health and welfare plans or other fringe benefits of the District.

The Superintendent or designee shall develop a pool of qualified substitute teachers for emergency situations. He/she shall provide public notice of the basic skills proficiency test requirements and the dates and locations of test administration. Individuals who are known to be qualified as substitutes in other respects shall be encouraged to take the state basic skills proficiency test at its earliest administration. (E.C. 44830)

Healthy Workplaces, Healthy Families Act

Any eligible temporary or substitute employee not exempted by law who works for 30 or more days within a year of his/her employment shall be entitled to one hour of paid sick leave for every 30 hours worked. Such an employee may begin to use accrued paid sick days on the 90th day of his/her employment, after which he/she may use the sick days as they are accrued. An employee's use of accrued paid sick days shall be limited to 24 hours or three days in each year of employment. Accrued paid sick days shall carry over to the following year of employment, up to a maximum of 48 hours. The District shall not be obligated to provide compensation to an employee for accrued, unused paid sick days upon termination, resignation, retirement, or other separation from employment, except if an employee separates from the District and is rehired by the District within one year from the date of separation. In such cases, previously accrued and unused paid sick days shall be reinstated. The District may set a reasonable minimum increment, not to exceed two hours, for the use of paid sick leave.

Legal Reference:

EDUCATION CODE

- 23919 Retirant employed as substitute teacher
- 44252.5 State basic skills assessment required for certificated personnel
- 44300 Emergency teaching or specialist permits
- 44830 Employment of certificated persons; requirements of proficiency in basic skills
- 44839.5 Employment of retirant
- 44914 Substitute and probationary employment in computation for classification as permanent employee
- 44916 Time of classification; statement of employment status
- 44917 Classification of substitute employees; temporary employment deemed probationary employment
- 44918 Substitute or temporary employee deemed probationary employee; reemployment rights

- 44919 Classification of temporary employees
- 44920 Employment of certain temporary employees; classifications
- 44921 Employment of temporary employees; reemployment rights
- 44953 Dismissal of substitute employees
- 44954 Release of temporary employees
- 44956, 44957 Rights of laid-off teachers to substitute positions
- 45030 Substitutes
- 45041 Computation of salary
- 45042 Alternative method of computation for less than one school year
- 45043 Compensation for employment beginning in the second year

LABOR CODE

245-249 Healthy Workplaces, Healthy Families Act of 2014

CODE OF REGULATIONS, TITLE 5

- 5502 Filing of notice of physical examination for employment of retired person
- 5503 Physical examination for employment of retired persons

Adopted: (8-12 2-16) **2-19**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Certificated Personnel

DELETE
Professional Growth

~~The Board recognizes its obligation to help teachers meet their responsibility for fulfilling the professional growth requirements of their credentials. The Board expects that the increased competence attained by these teachers during their professional growth activities will contribute significantly to the District's educational program.~~

~~The Superintendent or designee shall maintain procedures for the selection of professional growth advisors. These procedures shall be designed to provide for the best possible match between teachers and advisors.~~

~~The Board may appoint one or more professional growth panels to participate in selecting, orienting and assisting professional growth advisors. (Title 5, 80556)~~

~~The Board may appoint one or more professional growth panels to resolve disputes between teachers and professional growth advisors. (Title 5, 80556)~~

~~The Superintendent or designee shall provide the Board with recommendations for panel membership. Panels may include administrators, teachers, parents and other members of the community.~~

~~Professional growth activities shall remain in accordance with provisions of negotiated contracts.~~

Legal Reference:

EDUCATION CODE

~~44277-44279 Requirements for professional growth~~

CODE OF REGULATIONS, TITLE 5

~~80550-80565 Generally, especially~~

~~80550 Professional growth requirements definitions~~

~~80552-80553 Specific renewal requirements~~

~~80554-80555 Elements of professional growth plan and professional growth record~~

~~80556 Professional growth advisors; and employing agencies, roles and responsibilities~~

~~80558 Definition of professional growth activities~~

~~80565 Professional service requirements~~

~~Management Resources: Commission on Teacher Credentialing, California Professional Growth Manual second revision (1990)~~

Adopted: (11-93) 6-06

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Students

Grades/Evaluation of Student Achievement

The Board of Education believes that grades serve a valuable instructional purpose by helping students and parents/guardians identify the student's areas of strength and those areas needing improvement. Parents/ guardians and students have the right to earn course grades that represent an accurate evaluation of the student's achievement.

The Superintendent or designee shall establish a uniform grading system based on standards that apply to all students in that course and grade level. Principals and teachers shall ensure that student grades conform to this system. Teachers shall inform students and parents/ guardians how student achievement will be evaluated in the classroom.

A teacher shall base a student's grades on impartial, consistent observation of the quality of the student's work and his/her mastery of course content and District standards. Students shall have the opportunity to demonstrate this mastery through a variety of channels such as classroom participation, homework, tests and portfolios.

The teacher of each course shall determine the student's grade. The grade assigned by the teacher shall not be changed by the Board or the Superintendent except as provided by law, Board policy, or administrative regulation. (Education Code 49066)

Students in grades K-3 shall receive progress reports/report cards rather than letter grades.

When reporting student grades to parents/guardians, teachers may add narrative descriptions, observational notes and/or samples of classroom work in order to better describe student progress in specific skills and subcategories of achievement.

Behavior, effort, and attendance shall be reported in separate evaluations, not in the student's academic grade. **Because credits cannot be based upon seat time in a Continuation High School, students will earn credit based on the quantity and quality of completed work. Continuation High School students may be assigned partial credits for incomplete course work or unsatisfactory attendance. Students may be required to attend Study Hall and/or Saturday School to complete coursework and obtain full credits.**

A report card for a student with a disability may contain information about his/her disability, including whether that student received special education or related services, provided that the report card informs parents/guardians about their child's progress or level of achievement in specific classes, course content, or curriculum. However, transcripts that may be used to inform postsecondary institutions or prospective employers of the student's academic achievements shall not contain information disclosing the student's disability.

Effect of Absences on Grades

If a student misses class without an excuse and does not subsequently turn in homework, take a test or fulfill another class requirement which he/she missed, the teacher may lower the student's grade for nonperformance.

The Board desires to emphasize the importance of school attendance. The Board believes that ten unexcused absences per grading period constitute excessive unexcused absences. Students with excessive unexcused absences may receive a failing grade and not receive credit for the class(es).

Grade Point Average

The Superintendent or designee shall determine the methodology to be used in calculating students' grade point averages (GPA), including the courses to be included within the GPA and whether extra grade weighting shall be applied to Advanced Placement, honors, and/or concurrent postsecondary courses.

Legal Reference:

EDUCATION CODE

- 41505-41508 Pupil Retention Block Grant
- 48070 Promotion and retention
- 48205 Excused absences
- 48800-48802 Enrollment of gifted students in community college
- 48904-48904.3 Withholding grades, diplomas, or transcripts
- 49066 Grades; finalization; physical education class
- 49067 Mandated regulations regarding student's achievement
- 49069.5 Students in foster care, grades and credits
- 51242 Exemption from physical education based on participation in interscholastic athletics
- 76000-76002 Enrollment in community college

CODE OF REGULATIONS, TITLE 5

- 10060 Criteria for reporting physical education achievement, high schools
- 30008 Definition of high school grade point average for student aid eligibility

UNITED STATES CODE, TITLE 20

- 1232g Family Education Rights and Privacy Act (FERPA)
- 6101-6251 School-to-Work Opportunities Act of 1994

CODE OF FEDERAL REGULATIONS, TITLE 34

- 99.1-99.67 Family Educational Rights and Privacy Act

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88 4-94 7-96 6-07 8-12) 1/19

Students

School Health Services

The Board of Education recognizes that good physical and mental health is critical to a student's ability to learn and believes that all students should have access to comprehensive health services. **The District may provide access to health services at or near district schools through the establishment of a school health center and/or mobile van(s) that serve multiple campuses.**

The Board of Education and the Superintendent or designee shall collaborate with local and state agencies and health care providers to assess the health needs of students in district schools and the community. Based on the results of this needs assessment and the availability of resources, the Superintendent or designee shall recommend for Board approval the types of health services to be provided by the District.

Board of Education approval shall be required for any proposed use of district resources and facilities to support school health services. The Superintendent or designee shall identify funding opportunities available through grant programs, private foundations, and partnerships with local agencies and organizations.

The Board of Education may prioritize school health services to schools with the greatest need, including schools with medically underserved populations, a high percentage of low-income and uninsured children and youth, large numbers of English learners, Academic Performance Index rankings in deciles 1-3, and/or a shortage of health professionals in the community.

School health services shall be provided **under the supervision of** ~~or supervised by~~ a licensed health care professional. The Board may employ or contract with health care professionals or partner with community health centers to provide the services **under the terms of a written contract or memorandum of understanding.**

If a school nurse is employed by the school or district, he/she shall be involved in planning and implementing the school health services as appropriate.

The Superintendent or designee shall coordinate the provision of school health services with other student wellness initiatives, including health education, nutrition and physical fitness programs, and other activities designed to create a healthy school environment. The Superintendent or designee shall encourage joint planning and regular communications among health services staff, district administrators, teachers, counselors, other staff, and parents/guardians.

To further encourage student access to health care services, the Superintendent or designee shall develop and implement outreach strategies to increase enrollment of eligible students from low- to moderate-income families in affordable, comprehensive state or federal health

coverage programs and local health initiatives. Such strategies may include, but are not limited to, providing information about the Medi-Cal program on the application for free and reduced-price meals in accordance with law.

Consent and Confidentiality

The Superintendent or designee shall obtain written parent/guardian consent prior to providing services to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

The Superintendent or designee shall maintain the confidentiality of student health records in accordance with law.

Payment/Reimbursement for Services

The Superintendent or designee shall obtain written parent/guardian consent prior to providing services to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

The District shall serve as a Medi-Cal provider to the extent feasible, comply with all related legal requirements, and seek reimbursement of costs to the extent allowed by law.

To further encourage student access to health care services, the Superintendent or designee shall develop and implement outreach strategies to increase enrollment of eligible students from low-to moderate-income families in affordable, comprehensive state or federal health coverage programs and local health initiatives. Such strategies may include, but not be limited to, providing information about the Medi-Cal program on the application for free and reduced-price meals in accordance with law and providing students and parents/guardians with information about the low-cost Healthy Families insurance program.

Program Evaluation

In order to continuously improve school health services, the Board shall evaluate the effectiveness of such services and the extent to which they continue to meet student needs.

The Superintendent or designee shall provide the Board with periodic reports that may include, but are not necessarily limited to, rates of participation in school health services; changes in student outcomes such as school attendance or achievement; measures of school climate; feedback from staff and participants regarding program accessibility and operations, including accessibility to low-income and linguistically and culturally diverse students and families; and program costs and revenues.

Legal Reference:

EDUCATION CODE

~~8800-8807 Healthy Start support services for children~~

49073-49079 Privacy of student records

49423.5 Specialized physical health care services

49557.2-49558 Eligibility for free and reduced-price meals; sharing information with Medi-Cal

FAMILY CODE

6920-6929 Consent by minor for medical treatment

GOVERNMENT CODE

95020 Individualized family service plan

HEALTH AND SAFETY CODE

104830-104865 School-based application of fluoride or other tooth decay-inhibiting agent

121020 HIV/AIDS testing and treatment; parental consent for minor under age 12

123110 Minor's right to access health records

123115 Limitation on parent/guardian access to minor's health records

123800-123995 California Children's Services Act

124025-124110 Child Health and Disability Prevention Program

124172-124174.6 Public School Health Center Support Program

124260 Mental health services; consent by minors age 12 and older

130300-130317 Health Insurance Portability and Accountability Act (HIPAA)

WELFARE AND INSTITUTIONS CODE

14059.5 Definition of "medically necessary"

14100.2 Confidentiality of Medi-Cal information

14115 Medi-Cal claims process

14115.8 LEA Medi-Cal Billing Option, program guide

14124.90 Third-party health coverage

14132.06 Covered benefits; health services provided by local educational agencies

14132.47 Administrative claiming process and targeted case management

CODE OF REGULATIONS, TITLE 10

2699.6500-2699.6905 Healthy Families Program

CODE OF REGULATIONS, TITLE 17

2951 Testing standards for hearing tests

6800-6874 Child Health and Disability Prevention Program

CODE OF REGULATIONS, TITLE 22

51009 Confidentiality

51050-51192 Definitions of Medi-Cal providers and services

51200 Requirements for providers

51231.2 Wheelchair van requirements

51270 Local educational agency provider; conditions for participation

51304 Limitations on specified benefits

51309 Psychology, physical therapy, occupational therapy, speech pathology, audiological services

51323 Medical transportation services

51351 Targeted case management services
51360 Local educational agency; types of services
51491 Local educational agency eligibility for payment
51535.5 Reimbursement to local educational agency providers
UNITED STATES CODE, TITLE 20
1232g Family Educational and Privacy Rights Act (FERPA)
UNITED STATES CODE, TITLE 42
1320c-9 Prohibition against disclosure of records
1397aa-1397jj State Children's Health Insurance Program
CODE OF FEDERAL REGULATIONS, TITLE 42
431.300 Use and disclosure of information on Medicaid applicants and recipients
CODE OF FEDERAL REGULATIONS, TITLE 45
164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)

(Adopted: 8-12) **1-19**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsSuspension and Expulsion/Due Process

The Board of Education desires to provide District students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of District students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any District school or other school District, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the District's nondiscrimination policies.

Appropriate Use of Suspension and Expulsion

Except when a ~~student commits an~~ **student's act that** violates Education Code 48900(a)-(e), **as listed in items #1 – 5 under “Grounds for Suspension and Expulsion: Grades K – 12” of the accompanying administrative regulation** or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

OPTION 1: No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

OPTION 2: No student may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Except when a student commits an act listed in Education Code 48915(c), the Superintendent or designee shall have the discretion to determine whether to recommend to the Board that the student be expelled.

To correct the behavior of any student who is subject to discipline, the Superintendent or designee shall, to the extent allowed by law, first use alternative disciplinary strategies specified in AR 5144 - Discipline. (Education Code 48900.5, 48900.6)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

District staff shall not suspend any student for disruption or willful defiance, unless the suspension is warranted by documented repetitive behavior of the student or the disruption or willful defiance occurred in conjunction with another violation for which the student may be suspended.

No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to classroom or school removal.

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory

BP 5144.1(c)

recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12," the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in a public session.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

No child enrolled in a preschool program shall be expelled except under limited circumstances as specified in AR 5148.3 - Preschool/Early Childhood Education

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or

BP 5144.1(d)

designee shall comply with procedures for notices, hearings and appeals as specified in law and administrative regulation. (E.C. 48911, 48915, 48915.5, **48918**)

Supervised Suspension Classroom

~~To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.~~

~~Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)~~

Decision Not to Enforce Expulsion Order

~~Upon voting to expel a student, the Board may suspend enforcement of the expulsion order pursuant to the requirements of law and administrative regulation. (Education Code 48917)~~

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall ~~annually present to the Board a report of the~~ **maintain outcome data related to student suspensions and expulsions in accordance with** ~~which the District is required to collect pursuant to Education Code 48900.8 and 48916.1, including~~ **but not limited to** the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. **For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required**

In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including but not limited to, ethnic subgroups, socioeconomically disadvantaged students, ~~English learners, students with disabilities, foster youth, and homeless students, and students with disabilities~~ **The report shall be disaggregated by school and by numerically significant student subgroups, including.** ~~The report also shall include information about~~ **Based on the data the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the District is meeting its goals for improving school climate as specified in its local control and accountability plan**

Legal Reference:

EDUCATION CODE

- 212.5 Sexual harassment
233 Hate violence reduction
 1981-**1981.5** Enrollment of students **in community school**
 8239.1 Prohibition against expulsion of preschool student
 17292.5 Program for expelled students
 32261 Interagency School Safety Demonstration Act of 1985
 35145 Open Board Meetings
 35146 Closed sessions (re suspensions)
 35291 Rules (for government and discipline of schools)
 35291.5 Rules and procedures on school discipline
 48645.5 Readmission; contact with juvenile justice system
 48660-48666 Community day schools
 48853.5 Foster Youth
 48900-48927 Suspension and expulsion
 48950 Speech and other communication
 48980 Parental notifications
 49073-49079 Privacy of student records
52052 **Numerically significant student subgroups**
 52060-52077 Local control and accountability plan

CIVIL CODE

- 47 Privileged communication
 48.8 Defamation liability

CODE OF CIVIL PROCEDURE

- 1985-1997 Subpoenas; means of production

GOVERNMENT CODE

- 11455.20 Contempt
 54950-54963 Ralph M. Brown Act (re closed sessions)

HEALTH AND SAFETY CODE

- 11014.5 Drug paraphernalia
 11053-1058 Standards and schedules

LABOR CODE

- 230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

PENAL CODE

- 31 Principal defined
 240 Assault defined
 241.2 Assault fines
 242 Battery defined
 243.2 Battery fines
 243.4 Sexual battery
 245 Assault with deadly weapon
 245.6 Hazing

261	Rape defined
266c	Unlawful sexual intercourse
286	Sodomy defined
288	Lewd or lascivious acts with child under age 14
288a	Oral copulation
289	Penetration of genital or anal openings
417.27	Laser pointers
422.55	Hate crime defined
422.6	Interference with civil rights; damaging property
422.7	Aggravating factors for punishment
422.75	Enhanced penalties for hate crimes
626.2	Entry upon campus after written notice of suspension or dismissal without permission
626.9	Gun-Free School Zone Act of 1995
626.10	Dirks, daggers, knives, razors or stun guns
868.5	Supporting person; attendance during testimony of witness
<u>WELFARE AND INSTITUTIONS CODE</u>	
729.6	Counseling
<u>UNITED STATES CODE, TITLE 18</u>	
921	Definitions, firearm
<u>UNITED STATES CODE, TITLE 20</u>	
1415(K)	Placement in alternative educational setting
7151-7961	Gun-free schools

UNITED STATES CODE, TITLE 42

11432-11435 Education of homeless children and youths

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (2/98 2/99 11/01 9/03 6-07 9-14 8-15 12/14 12/17) 1/19

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 **District 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, 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.

For purposes of this policy, "sexual orientation" means heterosexuality, homosexuality, or bisexuality. (Ed. Code, § 212.6.) "Gender identity" means each person's internal understanding of their gender, or the perception of a person's gender identity, which may include male, female, a combination of male and female, neither male nor female, a gender different from the person's sex assigned at birth, or transgender. (Cal. Code Regs., tit. 2, § 11030.) "Gender expression" means a person's gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth. (Ed. Code, § 210.7.)

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 – ~~4687~~70 Uniform Complaint Procedures

4900-4965 Nondiscrimination in ~~E~~elementary and ~~S~~secondary ~~E~~educational ~~P~~programs

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) **1-19**

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 race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, 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.** ~~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.~~

For purposes of this policy, “sexual orientation” means heterosexuality, homosexuality, or bisexuality. (Ed. Code, § 212.6.) “Gender identity” means each person’s internal understanding of their gender, or the perception of a person’s gender identity, which may include male, female, a combination of male and female, neither male nor female, a gender different from the person’s sex assigned at birth, or transgender. (Cal. Code Regs., tit. 2, § 11030.) “Gender expression” means a person’s gender-related appearance and behavior whether or not stereotypically associated with the person’s assigned sex at birth. (Ed. Code, § 210.7.)

~~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) 1-19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

StudentsPreschool/Early Childhood Education NEW

The Board of Education recognizes the value of high-quality preschool experiences to enhance children's social-emotional development, knowledge, skills, abilities, and attributes necessary for a successful transition into the elementary education program. The Board desires to provide children ages 3-4 years access to developmentally appropriate activities in a safe, adequately supervised, and cognitively rich environment.

The Superintendent or designee shall collaborate with the local child care and development planning council, the county office of education, other public agencies, organizations, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a comprehensive districtwide and/or countywide plan to increase children's access to high-quality preschool programs.

The Superintendent or designee shall provide information about preschool options in the community to parents/guardians upon request.

District Preschool Programs

When the Board of Education determines that it is feasible, the district may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near district schools, either directly or through a subcontract with a public or private provider.

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

The Board shall approve, for the district's preschool program, a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation.

The Board shall set priorities for establishing or expanding services as resources become available, giving consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

Preschool classroom needs shall be addressed in the district's facilities master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classrooms and/or facilities available through partnering organizations or agencies.

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

The Superintendent or designee shall coordinate the district's preschool program, transitional kindergarten program (TK), and elementary education program to provide a developmental continuum that builds upon children's growing skills and knowledge.

The district's program shall be aligned with preschool learning foundations and curriculum frameworks developed by CDE which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. The program shall be designed to facilitate children's development in essential skills in the areas of language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

The district's preschool program shall provide appropriate services to support the needs of at-risk children.

To maximize the ability of children to succeed in the preschool program, the program shall support children's health through proper nutrition and physical activity and shall provide or make referrals to available health and social services as needed.

The district shall encourage volunteerism in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in district preschool programs possess the appropriate permit(s) issued by the Commission on Teacher Credentialing, meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

Preschool admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement.

The Superintendent or designee shall ensure that subsidized preschool is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.

The Superintendent or designee shall recommend strategies to link the district's preschool program with other available child care and development programs in the district or community in order to assist families whose child care needs extend beyond the length of time that the district's part-day preschool program is offered.

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements.

The District's Williams Uniform Complaint Procedures, with modifications as necessary, shall be used to investigate and resolve complaints alleging violation of applicable health or safety requirements for license-exempt programs operating under the California State Preschool Program. However, licensed programs shall refer complaints alleging health and safety violations to the California Department of Social Services. (Education Code 8235.5; 5 CCR 4610, 4611)

The Superintendent or designee shall regularly report to the Board regarding enrollment in district preschool programs and the effectiveness of the programs in preparing preschoolers for transition into the elementary education program.

Legal Reference:

EDUCATION CODE

8200-8499.10 Child Care and Development Services Act, especially:

8200-8209 General provisions for child care and development services

8230-8233 Migrant child care and development program

8235-8239.1 California State Preschool Program

8240-8244 General child care and development programs

8250-8252 Programs for children with special needs

8263 Eligibility and priorities for subsidized child development services

8263.3 Disenrollment of families due to reduced funding levels

8264.8 Center-based child care programs, staffing ratios

8273.1 Family fees

8360-8370 Personnel qualifications

8400-8409 Contracts, administrative appeal procedure

8493-8498 Facilities, capital outlay

8499.3-8499.7 Local child care and development planning councils

44065 Interchange between certificated and classified positions

44256 Credential types

48000 Transitional kindergarten

48985 Notification, primary language other than English

HEALTH AND SAFETY CODE

1596.70-1596.895 California Child Day Care Act

1596.90-1597.21 Day care centers

120325-120380 Immunization requirements

CODE OF REGULATIONS, TITLE 5

4680-4687 Williams uniform complaint procedures

18000-18434 Child care and development programs, especially:

18130-18136 California State Preschool Program

18295 Waiver of qualifications for site supervisor

80105-80125 Permits authorizing service in child development programs

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General requirements, licensed child care centers, especially:

101151-101163 Licensing and application procedures

101212-101231 Continuing requirements
101237-101239.2 Facilities and equipment
UNITED STATES CODE, TITLE 20
1400-1482 Individuals with Disabilities Education Act
6311-6322 Title I, relative to preschool
6371-6376 Early Reading First
6381-6381k Even Start family literacy programs
6391-6399 Education of migratory children
UNITED STATES CODE, TITLE 42
9831-9852c Head Start programs
9857-9858r Child Care and Development Block Grant
CODE OF FEDERAL REGULATIONS, TITLE 45
1301.1-1305.2 Head Start

1/19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Civic Education

Instruction

The Board of Education recognizes that citizen involvement in civic and political institutions is essential to a democratic government and desires to provide a comprehensive civic education program to help students acquire the knowledge, skills, and principles essential for informed, responsible citizenship.

The Board shall approve, upon the recommendation of the Superintendent or designee, academic standards and curriculum in civics and government that are aligned with state academic standards and curriculum frameworks.

The Superintendent or designee shall determine specific courses within the K-12 curriculum in which civic education and government may be explicitly and systematically taught. He/she also shall encourage the integration of civic education into other subjects as appropriate.

The District's civic education program shall provide students with an understanding of the rights and responsibilities of citizens in American democracy and the workings of federal, state, and local governments. As appropriate, instruction should include an examination of fundamental American documents, including, but not limited to, the Declaration of Independence, the United States Constitution, the Federalist Papers, and other significant writings and speeches.

To develop a sense of political effectiveness, instruction should develop students' understanding of the importance of civic participation in a democratic society. Service learning, extracurricular and cocurricular activities, class and school elections, and observation of local government processes may be used to reinforce classroom instruction by linking civic knowledge to practical experience and encouraging civic involvement.

Instruction also should promote a student's understanding of shared democratic principles and values, such as personal responsibility, justice, equality, respect for others, civic-mindedness, and patriotism, and enable students to make their own commitment to these civic values.

Whenever civic education includes topics that may be controversial due to political beliefs or other influences, instruction shall be presented in a balanced manner that does not promote any particular viewpoint. Students shall not be discriminated against for expressing their ideas and opinions and shall be encouraged to respect different points of view.

Constitution/Citizenship Day

Each year on or near September 17, in commemoration of Constitution and Citizenship Day, the district shall hold an educational program for students in grades K-12 pertaining to the United States Constitution which shall include exercises and instruction in the purpose, meaning, and importance of the Constitution, including the Bill of Rights. (Education Code 37221; 36 USC 106 Note)

Legal Reference:

EDUCATION CODE

233.5 Teaching of principles

33540 Standards for government and civics instruction

37221 Commemorative exercises including anniversary of U.S. Constitution

48205 Absence from school for jury duty or precinct board service

51210 Courses of study, grades 1-6

51220 Courses of study, grades 7-12

ELECTIONS CODE

12302 Precinct boards, appointment of students

UNITED STATES CODE, TITLE 20

6711-6716 Education for Democracy Act

UNITED STATES CODE, TITLE 36

101-144 Patriotic observances

Adopted: (8-17) 1-19

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Instruction

Athletic Competition

The Board of Education recognizes that the athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The **District's** athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

The Board encourages business and community support for District athletic programs, subject to applicable District policies and regulations governing advertisements and donations.

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The District's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law, including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females, and that students are permitted to participate in athletic activities consistent with their gender identity.

Any complaint regarding the District's athletic program shall be filed in accordance with the District's uniform complaint procedures.

California Interscholastic Federation

~~The Board maintains membership in the CIF and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulation, and CIF bylaws and rules~~
Any district school that participates in the California Interscholastic Federation (CIF) shall conduct its athletic activities in accordance with CIF bylaws and rules and any applicable district policy and regulation. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

~~The Superintendent or designee~~ **The Board shall annually designate a representative to the local CIF league from each school that participates in CIF sports . The Superintendent or designee shall recommend a candidate for the position who demonstrates an** ~~shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the District in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the District's~~

goals for student learning and interscholastic activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the District, and individual interpersonal communication and leadership skills.

The designated representative(s) shall vote on issues that impact interscholastic athletics at the league and section levels, perform any other duties required by the CIF league, and report regularly to the Board on league, section, and statewide issues related to athletic programs.

~~The Superintendent or designee shall ensure that the District representatives to the CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletics.~~

Student Eligibility

~~The first priority of student athletes shall be a commitment to their education and performing well in the classroom.~~ Eligibility requirements for **student** participation in the District's interscholastic athletic program including requirements pertaining to academic achievement shall be the same as those set by the District for participation in extracurricular and cocurricular activities.

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by the CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program, including, but not limited to, a fee to cover the cost of uniforms, locks, lockers, or athletic equipment.

Sportsmanship

The Board values the quality and integrity of the athletic program and the ~~ethical well-being and~~ character development of the student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Ethics, adopted by adopted by CIF.

Students and staff may be subject to disciplinary action for improper conduct.

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic trainings and competitions are conducted

in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

Coaches and appropriate District employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

In the event of ~~an~~ **a serious injury** or a perceived imminent risk to a student's health, ~~such as a concussion or passing out, fainting, or other sign of sudden cardiac arrest,~~ during or immediately after an athletic activity, the coach, or any other district employee who is present shall remove the student athlete from the activity, observe universal precautions in handling blood or other bodily fluid, and/or seek medical treatment for the student as appropriate.

Whenever ~~an injury is suffered by a student,~~ **a serious injury or illness is suffered by a student athlete** the Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury **or illness** suffered by the student and any actions taken to treat the student.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

17578 Cleaning and sterilizing of football equipment

17580-17581 Football equipment

32220-32224 Insurance for athletic teams, especially:

32221.5 Required insurance for athletic activities

33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program

33354 California Department of Education authority over interscholastic athletics

33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act

35160.5 District policies; rules and regulations

35179 Interscholastic athletics

35179.1 California High School Coaching Education and Training Program

35179.4 Emergency action plan

35179.5 Interscholastic athletics; limitation on full-contact practices

35179.6 Automated external defibrillator, athletic activities

48850 Interscholastic athletics; students in foster care

48900 Grounds for suspension and expulsion

48930-48938 Student organizations

49010-49013 Student fees

49020-49023 Athletic programs; legislative intent, equal opportunity

49030-49034 Performance-enhancing substances

49458 Health examinations, interscholastic athletic program

49475 Health and safety, concussions and head injuries

49700-49701 Education of children of military families

51242 Exemption from physical education for high school students in interscholastic program

PENAL CODE

245.6 Hazing

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs, especially:

4920-4922 Nondiscrimination in intramural, interscholastic, and club activities

5531 Supervision of extracurricular activities of students

5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20

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

CODE OF FEDERAL REGULATIONS, TITLE 34

106.31 Nondiscrimination on the basis of sex in education programs or activities

106.33 Comparable facilities

106.41 Nondiscrimination in athletic programs

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7/88 12/92 3/08 4/12 8/17 11/11 5/17) **1/19**

InstructionCareer Technical Education

The Board of Education desires to provide a comprehensive career technical education (CTE) program in grades 7-12 which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment. The District's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. The program shall include a rigorous academic component and provide students with a strong experience and understanding of all aspects of an industry.

The District's CTE program shall focus on preparing students to enter current or emerging high-skill, high-wage, and/or high-demand occupations. CTE opportunities may be offered through linked learning programs, partnership academies, apprenticeship programs or orientation to apprenticeships, regional occupational centers or programs (ROC/Ps), charter schools, small learning communities, magnet programs, or other programs that expose students to career options while preparing them for future careers in a given industry or interest area.

The Board shall review and approve all District plans and applications for the use of state and/or federal funds supporting CTE. The Board shall adopt standards for CTE which meet or exceed the state's model content standards and describe the essential knowledge and skills that students enrolled in these courses are expected to master. The course curriculum shall be aligned with District-adopted standards and the state's curriculum framework.

The Superintendent or designee shall develop partnerships with local businesses and industries to ensure that classroom instruction has real-world relevance and reflects labor market needs and priorities. He/she also shall work to develop connections with employers to provide students with work-based learning opportunities. **The Superintendent or designee shall explore available funding sources that may be used to support CTE programs. The Board shall review and approve all district plans and applications for the use of district, state, and/or federal funds supporting CTE.**

The Superintendent or designee shall collaborate with postsecondary institutions to ensure that the district's program is articulated with postsecondary programs in order to provide a sequential course of study. **The Board shall adopt district standards for CTE which meet or exceed the state's model content standards and describe the essential knowledge and skills that students enrolled in these courses are expected to master. The course curriculum shall be aligned with district-adopted standards and the state's curriculum framework.**

The Superintendent or designee shall ensure that teachers of CTE courses possess the qualifications and credentials necessary to teach their assigned courses. He/she also shall provide

BP 6178(b)

teachers and administrators with professional development designed to enhance their knowledge of standards-aligned CTE and ways to integrate technical and occupational instruction with academic instruction.

The District shall provide services to support students in the CTE program, including comprehensive career guidance and academic counseling. The Superintendent or designee shall provide counselors with professional development that includes, but is not limited to, information about current workforce needs and trends, requirements of the District's CTE program, work experience opportunities, and postsecondary education and employment options following high school.

The Superintendent or designee shall regularly assess District needs for facilities, technologies, and equipment to increase students' access to the District's CTE program.

Nondiscrimination

The District's program shall provide equal access to and shall not unlawfully discriminate against students who are members of special populations. Special populations include, but are not limited to, students with disabilities; students from economically disadvantaged families, including foster youth; students preparing for nontraditional fields; single parents and single pregnant females; displaced homemakers; and students with limited English proficiency. (20 USC 2302, 2354, 2373)

Prior to the beginning of each school year, the Superintendent or designee shall advise students, parents/guardians, employees, and the general public that all CTE opportunities are offered without regard to race, color, national origin, sex, or disability. (34 CFR 104.8, 106.9)

The above notification shall be disseminated in languages other than English as needed and shall state that the District will take steps to ensure that the lack of English language skills will not be a barrier to admission and participation in the District's CTE program. (20 USC 2354)

Advisory Committee

The Board shall appoint a CTE advisory committee to develop recommendations on the District's CTE program and to serve as a liaison between the District and potential employers. The committee shall consist of one or more representatives of the general public knowledgeable about the disadvantaged; students; teachers; business; industry; school administration; and the field office of the California Department of Employment Development. (Education Code 8070)

This committee may be expanded to include parents/guardians, representatives of labor organizations, representatives of special populations, and other interested individuals in order to involve them in the development, implementation, and evaluation of CTE programs. ~~funded through the federal Carl D. Perkins Career and Technical Education Act.~~

Program Evaluation

~~The Board shall monitor and evaluate the achievement of students participating in the District's CTE program. The Superintendent or designee shall annually report to the Board on program enrollment and completion rates, including enrollment and completion of programs in nontraditional fields as defined in 20 USC 2302; student academic assessment results; attainment of career and technical skill proficiencies; attainment of a high school diploma or equivalent; graduation rates; and subsequent placement in postsecondary education or advanced training, military service, or employment.~~

The Superintendent or designee shall annually report to the Board achievement data on participating students, including, but not limited to, the percentage of participating students who successfully complete CTE programs, their performance on state and district academic achievement tests, and graduation rate. Data shall be disaggregated by program and various student subgroups. Based on such data, the Board shall determine the need for program improvements and update the goals in the district's local control and accountability plan as necessary.

At least every three years, the Board shall compare the District's curriculum, course content, and course sequence of CTE with the model state curriculum standards. (Education Code 52376)

The Superintendent or designee shall systematically review the District's CTE classes to determine the degree to which each class may offer an alternative means for completing and receiving credit for specific portions of the course of study prescribed by the District for high school graduation. The Board shall ensure that these classes are equivalent in content and rigor to the courses prescribed for graduation.

Legal Reference:

EDUCATION CODE

8006-8156 Career technical education
 17078.70-17078.72 Career technical education facilities
 33430-33432 Health science and medical technology grants
 41505-41508 Pupil Retention Block Grant
 41540-41544 Targeted instructional improvement block grant
 44260-44260.1 Designated subjects career technical education credential
 44260.9 Designated subjects career technical education credential
 48430 Legislative intent; continuation education schools and classes
 48980 Parental notifications
 51220-51229 Courses of study, grades 7-12
 51760-51769.5 Work experience education
 52300-52499.66 Career technical education
 52519-52520 Adult education, occupational training
 53080-53084 School-to-career initiatives
 53086 California Career Resource Network
 54690-54697 California Partnership Academies

BP 6178(d)

56363 Related services for students with disabilities; specially designed career technical education

66205.5-66205.9 Approval of career technical education courses for admission to California colleges

88500-88551 Community college economic and workforce development program

CODE OF REGULATIONS, TITLE 5

1635 Credit for work experience education

3051.14 Specially designed career technical education for students with disabilities

10070-10075 Work experience education

10080-10092 Community classrooms

10100-10111 Cooperative vocational education

11500-11508 Regional occupational centers and programs

11535-11538 Career technical education contracts with private postsecondary schools

11610-11611 Regional adult and vocational education councils

Adopted: (7-1-88 12-92 5-08 9-09) **01-19**

ORANGE UNIFIED SCHOOL DISTRICT

Orange, California

InstructionEvaluation of the Instructional Program

The Board of Education recognizes that it is accountable to students, parents/guardians, and the community for the effectiveness of the District's educational program in meeting District goals for student learning. The Superintendent or designee shall conduct a continual evaluation of the curriculum and the instructional program in order to improve student achievement.

The Superintendent or designee shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in each area of study. In addition, he/she shall evaluate and report data for each District school and for every numerically significant student subgroup, as defined in Education Code 52052, including, but not limited to, school and subgroup performance on statewide achievement indicators and progress toward goals specified in the District's local control and accountability plan (LCAP). Based on these reports, the Board shall take appropriate actions to maintain the effectiveness of programs and to improve the quality of education that District students receive.

Evaluation of Consolidated Categorical Programs

The Superintendent or designee and the Board shall annually determine whether the District's categorical programs funded through the state's consolidated application are supportive of the core curriculum and are effective in meeting the needs of the students they are intended to serve. As a basis for this evaluation, the Superintendent or designee shall recommend for Board approval the specific, measurable criteria that shall be used at each school and at the District level. These criteria shall include, but not necessarily be limited to, progress toward goals contained in the school's single plan for student achievement and progress of all students and of each numerically significant subgroup toward goals contained in the District's LCAP, ~~Title I Local Educational Agency Plan~~ **the school's single plan for student achievement** and or other applicable District or school plans.

Federal Program Monitoring

~~To ensure that the District's categorical programs comply with applicable legal requirements, the Superintendent or designee shall, on an ongoing basis, conduct a District self-evaluation which may utilize tools developed by the District or the California Department of Education (CDE).~~

~~When the District is selected by the CDE for a Federal Program Monitoring (FPM) compliance review, the Superintendent or designee shall gather and submit all documentation and data required for the review and shall cooperate with CDE staff to facilitate program monitoring.~~

~~In the event that the FPM review results in a finding of noncompliance in relation to any program, the Superintendent or designee shall submit a proposed resolution to the CDE within 45 days of the date the District was notified of the finding. The resolution shall be implemented in accordance with the terms and timeframe specified in the resolution agreement with the CDE.~~

~~The Superintendent or designee shall report to the Board regarding the results of the review process.~~

Western Association of Schools and Colleges (WASC) Accreditation

The Board believes that accreditation by the Western Association of Schools and Colleges (WASC) can foster excellence and ongoing academic improvement in the District's schools. The results of the accreditation process also may demonstrate to parents/guardians and the community that the schools are meeting their goals and objectives and the WASC criteria for school effectiveness through a viable instructional program.

The Superintendent or designee shall undertake procedures whereby District schools may achieve and maintain full WASC accreditation status. The schools shall conduct a self-study in accordance with WASC requirements, cooperate with the WASC committee during a site visit, and develop and review action plans to increase the effectiveness of the instructional program for students. The Superintendent or designee shall regularly report to the Board on the status of District schools and any WASC recommendations for school improvement.

The results of any inspection of a school by WASC, or any other the accrediting agency, shall be published not later than 60 days after the results are made available to the school. Publication shall be by notifying each parent/guardian in writing and/or by posting the information on the District's or school's web site, as determined by the Superintendent or designee. (Education Code 35178.4)

If any District school loses its accreditation status, the Board shall give official notice at a regularly scheduled Board meeting. The Superintendent or designee shall provide written notification to each parent/guardian of a student in the school that the school has lost its accreditation status, including the potential consequences of the loss of accreditation status. This notice shall also be posted on the District's web site and the school's web site. (Education Code 35178.4)

Legal Reference:

EDUCATION CODE

33400-33407 Educational evaluations

35178.4 Notice of accreditation status

44662 Evaluation and assessment guidelines, certificated employee performance

48985 Compliance with translation of parental notifications

51041 Education program, evaluation and revisions

51226 Model curriculum standards

52052-52052.1 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

62005.5 Failure to comply with purposes of funds

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3930-3937 Program requirements

3942 Continuity of funding

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

Bylaws of the BoardTerms of Office

The Board of Education shall consist of seven members whose terms of office shall be staggered so that as nearly as practicable, one-half of the members shall be elected in each even-numbered year at the statewide general election. (Elections Code 1302~~(b)~~, 10404.5)

Seven authorized Board member areas have been designated within the boundaries of the Orange Unified School District. One Board member must reside within each of the seven established Board member areas. Board members shall be elected by the registered voters of the entire school district. Each candidate running for membership on the Governing Board must be a qualified elector.

The term of office for members elected in regular elections shall be four years, commencing on the ~~first~~ **second** Friday in December ~~next succeeding~~ **following** their election. (Education Code 5017)

A Board member may serve up to three terms. The term limits shall be lifetime term limits. A Board member may not return to office after serving the maximum number of terms.

~~Board member terms expire four years after their initial election on the first Friday in December following the election of new members. (E.C. 5000)~~

A **Board** members whose terms ~~has~~ **have** expired shall continue to discharge the duties of the office until ~~his/her~~ **their** successors ~~has~~ **have** qualified by taking the oath of office. (Government Code 1302, 1360; Education Code 5017)

If a regularly scheduled Board election date is changed due to consolidation with a statewide or municipal general election, the term of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

Legal Reference:

EDUCATION CODE

5000-5033 Election of school district board members

35010 Control of district

35012 Board members; number, election and terms, ~~nonvoting pupil members~~

35107 Eligibility (~~adult member~~)

ELECTIONS CODE

~~1302 Governing Board Elections, even-numbered years~~

1302 Local elections, school district election

BB 9110(b)

~~10404.5 Consolidation of elections~~

10400-10418 Consolidation of elections

14050-14057 California Voter Participation Rights Act

GOVERNMENT CODE

1302 Continuance in office until qualification of successor

1303 Exercising functions of office without having qualified

1360 Necessity of taking constitutional oath

Adopted: (7-88 10-92 7-96 12-05 4-12 8-16) **1-19**

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

TOPIC: **MEASURE S CAPITAL FACILITIES PROGRAM UPDATE**

DESCRIPTION: Staff members will provide a Measure S Capital Facilities Program status report and overview of work currently in progress as it relates to the initial scope of work for the science center projects at the four high schools.

This item is for information only.

TOPIC: PRESENTATION OF FINANCIAL REPORT FOR SPECIAL RESERVE FOR CAPITAL OUTLAY PROJECTS (FUND 40)

DESCRIPTION: The Special Reserve for Capital Outlay Projects Fund exists primarily to provide for the accumulation of General Fund money for construction and other facilities projects (Ed Code Section 42840).

Other authorized revenues which may be transferred to the Fund are (1) proceeds from the sale or lease-with-option-to-purchase of real property (Ed Code Section 39363); (2) rentals and leases of real property specifically authorized for deposit to the by the governing board (Ed Code Sections 41003).

A financial presentation will be presented outlining projected program revenues and expenditures from 2009-10 to 2020-21.

This item is for information only.

TOPIC:

EI MODENA HIGH SCHOOL POOL REPLACEMENT

DESCRIPTION:

On August 16, 2018, District staff and representatives from Aquatics Design Group, Inc. presented an assessment of the current swimming pool at El Modena High School (which due to age, has been determined to have structural failure) and discussed some options the District has in repairing or replacing the facility. After discussion, Aquatics Design Group was tasked to present schematic design, renderings, and engineer's estimates for both a 33 meter pool and a 51 meter pool option.

At the September 6, 2018, regular meeting, the Board of Education approved a contract for Aquatics Design Group to conduct stakeholder meetings and provide subsequent design services for a new pool at El Modena High School.

This evening Dennis Berkshire from Aquatics Design Group will discuss the results of the stakeholder process and present renderings and schematics for the Board of Education's review and direction.

This item is for information only.

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 items for Measure S.

SWINERTON BUILDERS The District awarded Bid No. S1718-001 Orange High School Increment 1 Site Improvements to Swinerton Builders on May 24, 2018.

BID NO. S1718-001 ORANGE HIGH SCHOOL INCREMENT 1 SITE IMPROVEMENTS During construction of existing facilities it is common to encounter unforeseen conditions that require modifications to scope to resolve issues. Staff was able to resolve site conditions that impacted the progress of the project. Cost and scope for each change event were reviewed by the construction management team from Balfour Beatty and signed off by District Facilities staff prior to any release of any work. Pursuant to the contract, Change Directives were utilized to avoid delays and ensure work was completed in a timely manner.

CHANGE ORDER NOS. 2-4 As a result of discussions and price negotiations, District staff and the Balfour Beatty team found the final Proposed Charge Orders (PCOs) to be reasonable and within industry standards for change order work. **Change Order Nos. 2, 3 and 4** (combined) are within the allowable maximum change order value of 10% per Public Contract Code. Change Order detail is itemized and attached as the PCO Log.

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



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

Original Contract Amount:	\$5,965,424
Change Order No. 1: (Board Approved 09/06/18)	\$258,995
Change Order No. 2:	\$42,087
Change Order No. 3:	\$33,875
Change Order No. 4:	\$161,050
Revised Contract Amount:	\$6,461,431

Percentage Increase from Original Contract: 8.31%

Measure S Project (OHS Increment #1).....\$237,012
21.00-9714-0-6274-9520-8500-392-416-000 (Harvey/Rivera)

FISCAL IMPACT: \$237,012

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

TOPIC:

GIFTS

DESCRIPTION:

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

- HP Laserjet 4250 Printer to be used in the attendance office at Canyon High School, donated by Jim Nagensast
- Samsung Chromebook to Canyon High School, donated by Canyon High School PTSA

FISCAL IMPACT:

Receipt of \$85,857.97 in cash donations

RECOMMENDATION:

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

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



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

DONATIONS
November 19 - December 16, 2018

To: Gunn Marie Hansen, PH. D.
Superintendent

From: Marie Nguyen 
Accounting Manager

Abate #	Date Posted	Donor/School/Description	Amount
190204	12/03/18	ANAHEIM HILLS ELEMENTARY PTA - ANAHEIM HILLS ELEMENTARY - SOUND AMPLIFIER	\$8,688.96
190211	12/06/18	U'S AGAIN, LLC - ANAHEIM HILLS ELEMENTARY - SUPPLIES	\$44.76
		SCOUTIT, INC - ANAHEIM HILLS ELEMENTARY - SUPPLIES	\$50.00
		YOUR CAUSE, LLC - ANAHEIM HILLS ELEMENTARY - SUPPLIES	\$100.00
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - SUPPLIES	\$3,324.20
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - VOCAL MUSIC STIPEND	\$1,986.60
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - CUSTODIAL SERVICES FOR DANCE	\$493.71
		CANYON HIGH SCHOOL BOY'S SOCCER BOOSTER CLUB, INC - CANYON HS - COACHES STIPEND	\$2,513.28
		CANYON HIGH SCHOOL SONG BOOSTERS - CANYON HIGH SCHOOL - COACHES STIPEND	\$3,000.00
		CANYON HIGH SCHOOL GIRL'S SOCCER BOOSTER CLUB - CANYON HIGH SCHOOL - COACHES IPAD	\$359.67
		CANYON HIGH SCHOOL WOMEN'S VOLLEYBALL BOOSTERS - CANYON HS - COACHES STIPEND	\$4,833.20
		CANYON HIGH SCHOOL BASKETBALL BOOSTER CLUB - CANYON HIGH SCHOOL - COACHES STIPEND	\$8,498.78
		EL MODENA CHEER BOOSTERS - EL MODENA HIGH SCHOOL - COACHES STIPEND	\$12,600.00
		I ZBIB - CHAPMAN HILLS ELEMENTARY - STEM SUPPLIES	\$1,000.00
		IMPERIAL ELEMENTARY PTA - IMPERIAL ELEMENTARY - STEAM LAB FURNITURE	\$9,297.48
		ASSISTANCE LEAGUE OF ORANGE, INC - PORTOLA MIDDLE SCHOOL - SUPPLIES	\$1,000.00
		WE PAY - VILLA PARK HIGH SCHOOL - TRACK & FIELD HURDLES	\$6,730.90
		VILLA PARK HIGH SCHOOL ASB - VILLA PARK HS - SUBSTITUTES	\$516.78
		IZAAK WALTON LEAGUE OF ORANGE - EL MODENA NATURE CENTER - SUPPLIES	\$1,000.00
190233	12/11/18	LIFETOUCH - ANAHEIM HILLS ELEMENTARY - SUPPLIES	\$285.00
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - VOCAL MUSIC STIPEND	\$1,624.20
		CANYON HIGH SCHOOL SONG BOOSTERS - CANYON HIGH SCHOOL - COACHES STIPEND	\$1,000.00
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - TRACK & FIELD COACHES STIPEND	\$786.00
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - CROSS COUNTRY COACHES STIPEND	\$2,529.00
		CANYON HIGH SCHOOL ASB - CANYON HIGH SCHOOL - THEATRE ARTS STIPEND	\$5,600.00
		CANYON BAND BOOSTERS - CANYON HIGH SCHOOL - BAND STIPEND	\$5,854.00
		ASSISTANCE LEAGUE OF ORANGE, INC - FAIRHAVEN ELEMENTARY - SUPPLIES	\$693.91
		ASSISTANCE LEAGUE OF ORANGE, INC - IMPERIAL ELEMENTARY - SUPPLIES	\$285.00
		RUNNING SPRINGS ELEMENTARY - RUNNING SPRINGS ELEM - OUTDOOR ED TEACHERS STIPEND	\$1,282.54
			\$85,857.97

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



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

TOPIC: **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: \$2,068,041.65

RECOMMENDATION: It is recommended that the Board of Education approve the Purchase Order List dated November 19 through December 16, 2018 in the amount of \$2,068,041.65.

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



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

TOPIC: **WARRANTS LIST**

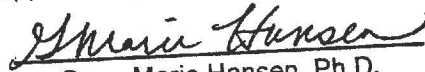
DESCRIPTION: Warrants processed are in accordance with the rules and regulations of the Board of Education and applicable legal requirements of the State of California and the Orange County Department of Education.

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

FISCAL IMPACT: \$8,573,052.59

RECOMMENDATION: It is recommended that the Board of Education approve the Warrants List dated November 19 through December 16, 2018 in the amount of \$8,573,052.59.

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



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

TOPIC: CONTRACT SERVICES REPORT – BUSINESS SERVICES

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

**AMERESCO, INC.
POWER PURCHASE
AGREEMENT FOR
SOLAR ARRAY
INSTALLTION AT 8
SITES**

At the November 8, 2018 regular meeting, the Board of Education held a Public Hearing and approved Resolution 19-18-19 confirming the net cash flow savings from a photovoltaic (solar) Power Purchase Agreement (PPA) proposal provided by Ameresco, Inc. and to confirm compliance with the provisions of California Government Code, Chapter 3.2, Section 4217, Energy Conservation Contracts (designed to encourage Public Agencies to enact Section 25008 of the public Resources Code calling for Energy Conservation/Generation projects).

The Power Purchase Agreement (PPA) proposed by Ameresco Inc. will include the installation of solar arrays at the following locations:

- El Modena High School
- Orange High School
- Maintenance, Operation, & Transportation (Collins Site)
- Portola Middle School
- Yorba Middle School
- Canyon Rim Elementary School
- McPherson Magnet School
- Santiago Charter Middle School


Under the terms of the agreement, the District will make monthly payments for the next 25 years based on the following rate structures:

El Modena HS, Orange HS, MOT, Portola MS, Yorba MS, Canyon Rim ES and McPherson Magnet will be charged a rate of \$0.139 per kilowatt hour with a total guaranteed energy generation of 70,372.604 kilowatt hours over 25 years.

The projected total cost of this agreement for locations listed above is \$9.8 million. Based on the analysis of a third party provider, Eco Motion, the District would be anticipated to pay \$17.0 million over the next 25 years period for electricity. Over the duration of the agreement, the projected net savings to the District is approximately \$7 million.

Santiago Middle School, due to the customized nature of the solar arrays designed, will pay a variable rate beginning at \$0.139 per kilowatt hour and ending at \$0.303 per kilowatt hour

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



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

in year 25 with a total guaranteed energy generation of 13,315,002 kilowatt hours.

The total projected cost of the PPA for Santiago Middle School will be \$2.78 million. The electric bill savings over the duration of this agreement is projected at \$2.8 million, resulting in a net savings of approximately \$26 thousand.

It is recommended that the Board of Education approve the Power Purchase Agreement with Ameresco, Inc. for the installation of photovoltaic (solar) arrays at eight (8) District locations.

This is not a request for additional budget allocations. A net saving to the District of approximately \$7,000,000.

Fund 01 General Fund	\$9,781,792
Fund 08 Charter Fund	<u>\$2,784,544</u>
Total contract over 25 years	\$12,566,336

(Rivera/Harvey)

**NINYO & MOORE
GEOTECHNICAL AND
ENVIRONMENTAL**

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

In addition to the Public Notice, 16 firms were notified and all documents were posted electronically. The District received sealed qualifications and proposals from 13 firms, which opened on November 3, 2017. The proposals were reviewed and evaluated by the District's evaluation team utilizing pre-established RFQP evaluation criteria. Based on the entirety of the evaluation process, inclusive of competitive fees, five firms were recommended for authorization to utilize on Measure S Program projects, and Districtwide on an as-needed basis (Board Approval 1-18-18).

Although the Board approved DSA Lab of Record services under a blanket amount of \$2.7 Million for Measure S, this item is to clarify the use of Ninyo & Moore as the approved LOR for the Fred Kelly Stadium Project under the Capital Outlay Fund 40. A proposal from Ninyo & Moore for \$289,788 was submitted to the District in December and the approval amount has been rounded up to \$300,000 to account for possible overtime testing/lab hours as needed. It is recommended that

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



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

the Board of Education approve Ninyo & Moore for work as Laboratory of Record for the Fred Kelly Stadium Modernization project.

Fred Kelly Stadium Modernization.....\$300,000
25/40-9010-0-6XXX-9818-8500-424-416-000 (Harvey)


TERRY TAO

The District requires the services of Terry Tao, Attorney at Law, for matters related to modernization, construction, and other issues related to general counsel.

Modernization Funds.....\$25,000
01.00-0102-0-5800-9506-8500-416-416-000 (Rivera)

FISCAL IMPACT: \$12,891,336

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

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

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

TOPIC: NOTICES OF COMPLETION

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


Bid No. 1718-783 – Furnish and Install IP Based Surveillance Camera & Systems

Project(s): Villa Park HS, El Modena HS, Orange HS, Canyon HS, Richland HS, Cerro Villa MS, Yorba MS, Portola MS

Board Approval Date: June 7, 2018
Original Purchase Order: 185174
Completion Date: January 4, 2019
Contractor: Inter-Pacific, Inc.
Original Project Amount: \$58,800
Change Order Amount: \$15,425
Total Project Amount: \$174,225

Fund(s): Maintenance (21)
21.00-9712-0-6400-0000-8500-390-416-000 CHS
21.00-9713-0-6400-0000-8500-391-416-000 EHS
21.00-9714-0-6400-0000-8500-392-416-000 OHS
21.00-9715-0-6400-0000-8500-394-416-000 VHS
14.00-0000-0-5640-0000-8110-380-410-000 CMS
14.00-0000-0-5640-0000-8110-383-410-000 PMS
14.00-0000-0-5640-0000-8110-386-410-000 YMS
14.00-0000-0-5640-0000-8110-393-410-000 RHS
14.00-0000-0-6400-0000-8500-386-410-000 YMS
14.00-0000-0-6400-0000-8500-392-410-000 OHS
14.00-0000-0-6400-0000-8500-390-410-000 CHS
14.00-0000-0-6400-0000-8500-391-410-000 EHS
14.00-0000-0-6400-0000-8500-394-410-000 VHS
14.00-0000-0-6400-0000-8500-380-410-000 CMS
14.00-0000-0-6400-0000-8500-383-410-000 PMS
14.00-0000-0-6400-0000-8500-393-410-000 RHS

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


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

In accordance with Public Contract Code Section 7107, the final payment of the retention based on the value of the work done shall be made 35 days after recording by the District of the Notices of Completion at the County of Orange Recorder’s Office.

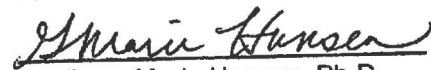
FISCAL IMPACT: No additional fiscal impact.

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

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Rate	Eff. From	Date To	Comments
NEW HIRES							
1	Hanna, Rebecca	Teacher	Handy/Krohn	32,130.00	12/05/18	06/14/19	Temp
CHANGE OF STATUS							
1	Ausmus, Bonnie	Teacher	McPherson/Singh		01/07/19	06/14/19	Contract Status 51% to 60%
2	Milewski, Kristen	Teacher	McPherson/Singh		01/07/19	06/14/19	Contract Status 49% to 40%
SEPARATIONS							
1	Guebert, Megan	Teacher	Curriculum/Corella			11/28/18	Resignation

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

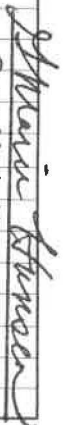


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Effective Date	Comments
	PROBATIONARY STATUS				
1	Anapol, Jennifer	Psychologist	Spec Educ/Singh	2018-2019	Probationary
2	Anderson, Elena	Speech Therapist	Spec Educ/Singh	2018-2019	Probationary
3	Batricevich-Klein, Sandra	Teacher	Richland HS/Singh	2018-2019	Probationary
4	Black, Ann	Teacher	Canyon HS/Singh	2018-2019	Probationary
5	Browning, Selena	Speech Therapist	Spec Educ/Singh	2018-2019	Probationary
6	Bulux, Kimberly	Teacher	Linda Vista/Singh	2018-2019	Probationary
7	Coulter, Jennifer	Teacher	Anaheim Hills/Singh	2018-2019	Probationary
8	Deskin, Shannon	Teacher	Orange HS/McCuistion	2018-2019	Probationary
9	Devaney, Mary	Speech Therapist	Spec Educ/Singh	2018-2019	Probationary
10	Eckert, Megan	Teacher	EI Modena HS/Singh	2018-2019	Probationary
11	Felton, Ashley	Teacher	Fairhaven/Singh	2018-2019	Probationary
12	Friedlander, Zackary	Teacher	Palmyra/Singh	2018-2019	Probationary
13	Gerbasi, Elizabeth	Teacher	Orange HS/McCuistion	2018-2019	Probationary
14	Giudici, Stephanie	Teacher	Nohl Canyon/Bosworth	2018-2019	Probationary
15	Gore, Crystel	Teacher	Cerro Villa MS/Singh	2018-2019	Probationary
16	Iturbe, Giovanni	Psychologist	Spec Educ/Singh	2018-2019	Probationary
17	Jorgensen, Lynn	Teacher	McPherson/Erven	2018-2019	Probationary
18	Koopman, Katelyn	Speech Therapist	Spec Educ/Singh	2018-2019	Probationary
19	Liu, Tiffany	Teacher	Fletcher/Pelly	2018-2019	Probationary
20	Long, Victoria	Teacher	Esplanade/Singh	2018-2019	Probationary
21	Losi, Kathleen	Teacher	Crescent/Tamaki	2018-2019	Probationary
22	Mercer, Sabrina	Teacher	Spec Educ/Singh	2018-2019	Probationary
23	Osorio, Brandon	Speech Therapist	Spec Educ/Singh	2018-2019	Probationary
24	Parker, Braden	Teacher	Orange HS/Singh	2018-2019	Probationary
25	Pons, Gillian	Teacher	Spec Educ/Singh	2018-2019	Probationary
26	Pratt, Breanna	Teacher	Spec Educ/Singh	2018-2019	Probationary
27	Reese, Stanley	Teacher	Yorba MS/Singh	2018-2019	Probationary
28	Salamah, Arsanios	Teacher	Orange HS/Singh	2018-2019	Probationary
29	Sampson, Katherine	Teacher	Canyon Hills/Singh	2018-2019	Probationary
30	Sicard, Jennifer	Teacher	Chapman Hills/Singh	2018-2019	Probationary
31	Slim, Marie	Library Media Spec	Yorba MS/Knibb	2018-2019	Probationary
32	Stothers, Genevieve	Teacher	Handy/Singh	2018-2019	Probationary
33	Walton, Mary	Teacher	Orange HS/Singh	2018-2019	Probationary
34	Weir, Amy	Teacher	Panorama/Singh	2018-2019	Probationary

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




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

Staff Responsibility:
Ed Kisse, 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
	EXTRA PAY									
1	Abraham, Stephanie	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
2	Acosta, Kelly	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
3	Agresti, Allison	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
4	Aguirre, Heidi	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
5	Aihara, Kristen	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
6	Ancich, Dusan	Teacher	Villa Park HS/Miller	stipend	534.50	11/01/18	11/30/18	CIF Extra Pay	3	1,603.50
7	Anderson, Christopher	Teacher	Canyon HS/Abercrombie	stipend	1,783.00	08/17/18	06/14/19	Class Advisor	1	1,783.00
8	Andrade, Teresa	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13
9	Ashmore, Debbie	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	11/01/18	06/23/19	After School Tutoring	18.8	782.06
10	Ashmore, Debbie	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
11	Ashmore, Debbie	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
12	Aulick, Lisa	Teacher	Canyon HS/Abercrombie	misc hrly rate	41.71	08/20/18	06/15/19	After School Math Tutoring	20	834.20
13	Auxier, Donna	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
14	Bair, Colleen	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
15	Barney, Helen	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
16	Barrow, Tara	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13
17	Bauer, Carrie	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
18	Bauman, Miranda	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
19	Beaumont, Carol	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
20	Beaumont, Carol	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
21	Benner, Lowell	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
22	Berg, Sondra	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
23	Bergeron, Damien	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
24	Berry, Colleen	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
25	Beshear-Ariz, Jodi	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
26	Bleiweiss, Robin	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	12/01/18	05/04/19	Saturday School	36	1,501.56
27	Bleiweiss, Robin	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	11/08/18	11/08/18	Technology Parent Night	1.5	62.57
28	Bletterman, Christina	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
29	Bletterman, Christina	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
30	Brehm, Nicole	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
31	Brown, James	Administrator	Human Resources/Kissee	daily rate	621.72	11/05/18	01/31/19	Transition Support	20	12,434.40
32	Brown, Ling-ka	Teacher	Student & Community Services/Howa	misc hrly rate	41.71	11/26/18	06/14/19	McKinney-Vento Tutoring	15	625.65
33	Calderon, Robert	Teacher	El Modena HS/Katevas	stipend	2,000.00	12/01/18	02/28/19	Girls Softball Coach	1	2,000.00
34	Carcich, John	Teacher	Villa Park HS/Miller	stipend	325.90	10/01/18	11/30/18	CIF Extra Pay	2	651.80
35	Carias, Natalie	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
36	Cazeau, Jean	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
37	Chao, Hsuan	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	292.99
38	Chaudhri, Surbhi	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
39	Chavez, Natasha	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
40	Chen, Nan	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
41	Chen, Nan	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	292.99
42	Christy, Craig	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
43	Cohen, Diana	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
44	Conrad, Elizabeth	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13
45	Coufter, Debbie	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
46	Coufter, Deborah	Teacher	Tech Services/Lin	daily sub rate	140.92	11/01/18	06/30/19	Student Achievement Data	3	422.76
47	Cowan, Kristin	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
48	Damonte, Gabriella	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57

This is to certify that this item was approved by the Board of Education.
 Gunn Marie Hansen, Ph.D.


CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
49	Davis, Celeste	Teacher	West Orange/Preciado	misc hrly rate	41.71	12/08/18	06/08/19	Saturday School	36	1,501.56
50	Davis, Dena	Teacher	El Modena HS/Katevas	stipend	1,669.00	08/22/18	06/13/19	Mock Trial Advisor	1	1,669.00
51	Deckard, Carla	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	291.97
52	Dias, Amy	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
53	Dias, Amy	Teacher	Cambridge/Lew	misc hrly rate	41.71	10/01/18	06/14/19	Website Communication	20	834.20
54	Diaz, Diana	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
55	Dickson, Heather	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
56	Dion, Heather	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
57	Domer, Kimberly	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
58	Donoso, Steven	Teacher	El Modena HS/Katevas	stipend	2,873.00	11/01/18	02/28/19	Boys Soccer Coach	1	2,873.00
59	Doyle, Mary Catherine	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	11/08/18	11/08/18	Technology Parent Night	1.5	62.57
60	Drzanek, Edward	Teacher	El Modena HS/Katevas	stipend	195.00	11/02/18	11/09/18	CIF Extra Pay	1	195.00
61	Du, Lingyu	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	291.97
62	Duncan, Shannon	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13
63	Eagan, Jeanine	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
64	Edmiston, Jennifer	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
65	Elkins, Jennifer	Teacher	Imperial/Miller	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	30	1,251.30
66	Ellson, Kristeena	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
67	Ellson, Kristeena	Teacher	Cambridge/Lew	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
68	Felton, Ashley	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	12/01/18	05/04/19	Saturday School	36	1,501.56
69	Fessett, Tracy	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
70	Fessett, Tracy	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
71	Finn, Michael	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
72	Fish, Teri	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	24	1,001.04
73	Fitch, Nicole	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
74	Fitch, Nicole	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	11/08/18	11/08/18	Technology Parent Night	1.5	62.57
75	Flores, Paul	Teacher	Induction/Little	misc hrly rate	41.71	11/01/18	06/30/19	Titan Math Mentor	44	1,835.24
76	Fordham, Andrea	Teacher	Running Springs/McLaughlin	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	6	250.26
77	Fowler, Suzanne	Teacher	Running Springs/McLaughlin	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	6	250.26
78	Fox, Thomas	Teacher	Villa Park HS/Miller	stipend	585.00	10/01/18	11/30/18	CIF Extra Pay	1	585.00
79	Fox, Thomas	Teacher	Villa Park HS/Miller	stipend	195.00	10/01/18	11/30/18	CIF Extra Pay	1	195.00
80	Fragnoli, Eric	Teacher	Orange HS/McCuisition	stipend	118.20	11/01/18	11/30/18	CIF Extra Pay	1	118.20
81	Fragnoli, Eric	Teacher	Orange HS/McCuisition	stipend	1,232.00	08/01/18	11/10/18	Girls Golf Coach	1	1,232.00
82	Freeman, Nancy	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
83	Gellatly, Elizabeth	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
84	Glasky, Brooke	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
85	Glasky, Lori	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
86	Gollehon-Smith, Debbie	Teacher	Running Springs/McLaughlin	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	3	125.13
87	Gonzales, Stephanie	Teacher	Canyon HS/Abercrombie	misc hrly rate	41.71	08/20/18	06/15/19	After School Math Tutoring	20	834.20
88	Granger-Hein, Tammy	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
89	Gutman, Lnette	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
90	Harkin, Erin	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	12/01/18	05/04/19	Saturday School	36	1,501.56
91	Harrison, Nathan	Teacher	Canyon HS/Abercrombie	payment	3,000.00	08/01/18	11/30/18	Boys Basketball Coach	1	3,000.00
92	Helmer, Mary	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
93	Helmer, Mary	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
94	Hermes, Anita	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
95	Hernandez, Gilbert	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	55	2,292.05
96	Higuero-Oakes, Ashley	Teacher	Canyon HS/Abercrombie	stipend	837.00	08/17/18	06/14/19	Drill, Dance & Music Coach	1	837.00
97	Hinton, Mary	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
98	Hinton, Mary	Teacher	Palmyra/Godsey	misc hrly rate	41.71	12/01/18	06/14/19	Saturday School	36	1,501.56
99	Hoffmann, Sara	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13

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

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
100	Hojnacki, Jeffrey	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	6	250.26
101	Holloway, Lida	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
102	Huband, Michelle	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
103	Hunter, Greg	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
104	Huynh, Nona	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	24	1,001.04
105	Imhoof, Karin	Teacher	Orange HS/McCuisition	misc hrly rate	41.71	11/03/18	11/03/18	Saturday School	4	166.84
106	Jennings, Diane	Teacher	Accountability/Schaffer	misc hrly rate	41.71	11/16/18	03/08/19	After School Tutoring	26	1,084.46
107	Jennings, Diane	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13
108	Jennings, Lori	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
109	Jennings, Lori	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
110	Jimenez, Gilbert	Teacher	Villa Park HS/Miller	stipend	3,488.00	08/01/18	11/30/18	Boys Football Coach	1	3,488.00
111	Jimenez, Gilbert	Teacher	Villa Park HS/Miller	stipend	1,046.40	11/01/18	11/30/18	CIF Extra Pay	1	1,046.40
112	Jimenez, Lisa	Teacher	Imperial/Miller	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	30	1,251.30
113	Johannsen-Pollak, Marcia	Teacher	Palmyra/Godsey	misc hrly rate	41.71	12/01/18	06/14/19	Saturday School	36	1,501.56
114	Johnson, Donna	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
115	Johnson, Elizabeth	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	11/08/18	11/08/18	Technology Parent Night	1.5	62.57
116	Johnston, Dana	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
117	Johnston, Dana	Teacher	West Orange/Preciado	misc hrly rate	41.71	12/08/18	06/14/19	Saturday School	6	250.26
118	Johnston, Dana	Teacher	West Orange/Preciado	misc hrly rate	41.71	12/08/18	06/08/19	Saturday School	36	1,501.56
119	Jollineau, Deborah	Teacher	Orange HS/McCuisition	misc hrly rate	41.71	11/03/18	11/03/18	Saturday School	4	166.84
120	Kaminski, Brandy	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
121	Karpow, Shaun	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
122	Kauten, Michelle	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
123	Krill, Lindsay	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
124	La Morte, Mishelle	Teacher	West Orange/Preciado	misc hrly rate	41.71	12/08/18	06/08/19	Saturday School	36	1,501.56
125	Lam, Tiffany	Teacher	El Modena HS/Katevas	stipend	2,482.00	08/22/18	06/13/19	Floating Stipend	1	2,482.00
126	Lam, Tiffany	Teacher	Language Assessment/Rodriguez	daily sub rate	140.92	11/30/18	11/30/18	Professional Development	1	140.92
127	Lam, Tiffany	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
128	Langen, Olenka	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
129	Lantiegne, Haley	Hourly Teacher	Villa Park HS/Miller	stipend	354.60	10/01/18	11/30/18	CIF Extra Pay	1	354.60
130	Lantiegne, Haley	Hourly Teacher	Villa Park HS/Miller	stipend	118.20	10/01/18	11/30/18	CIF Extra Pay	1	118.20
131	Lantz, Leigh	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
132	Lee, Louann	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
133	Linuma, Keira	Teacher	West Orange/Preciado	misc hrly rate	41.71	12/08/18	06/08/19	Saturday School	36	1,501.56
134	Lira, Michelle	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	11/08/18	11/08/18	Technology Parent Night	1.5	62.57
135	Lissner, Diane	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
136	Lissner, Diane	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
137	Liu, Tiffany	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	291.97
138	Lloyd, Kathy	Teacher	Induction/Little	misc hrly rate	41.71	11/01/18	06/30/19	Titan Math Mentor	44	1,835.24
139	Lofink, Mark	Teacher	Canyon HS/Abercrombie	stipend	837.00	08/17/18	06/14/19	Drill, Dance & Music Coach	1	837.00
140	Longordo, Robyn	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
141	Lopez, Audrey	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
142	Lopez, Terri	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
143	Loyd, Shannon	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	01/26/19	01/01/19	Professional Development	7	291.97
144	Loyd, Shannon	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
145	Luallen, Elizabeth	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
146	Lumb, Craig	Teacher	El Modena HS/Katevas	stipend	325.90	11/06/18	11/06/18	CIF Extra Pay	1	325.90
147	Lumb, Craig	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
148	MacDonald, Mendy	Teacher	Palmyra/Godsey	misc hrly rate	41.71	12/01/18	06/14/19	Saturday School	30	1,251.30
149	Maclachlan, Roger	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
150	Madden, Sophie	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	291.97

This is to certify that this item was approved by the Board of Education.
 Maria Alvarez
 Superintendent
 Orange Unified School District

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
151	Mark, Kelley	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
152	Martel-Cody, Anne	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	11/08/18	11/08/18	Technology Parent Night	1.5	62.57
153	Matos, Andrew	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
154	Matson, Jeanne	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
155	McAleer, Sharon	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
156	McDaniel, Erin	Teacher	Running Springs/McLaughlin	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	6	250.26
157	McDougall, Kristi	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
158	McEvilly, Steven	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
159	McFadden, Pamela	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	12	500.52
160	Mendoza, Jesus	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
161	Merlihan, Kimberly	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	6	250.26
162	Meyer, Tara	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
163	Meza, Daniel	Teacher	Orange HS/McCuisition	misc hrly rate	41.71	11/03/18	11/03/18	Saturday School	4	166.84
164	Miles, Brandon	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
165	Mitchell, Joseph	Teacher	El Modena HS/Katevas	payment	3,500.00	12/01/18	02/28/19	Boys Football Coach	1	3,500.00
166	Mitchell, Joseph	Teacher	El Modena HS/Katevas	stipend	348.80	11/02/18	11/02/18	CIF Extra Pay	1	348.80
167	Mitchell, Matthew	Teacher	El Modena HS/Katevas	payment	3,500.00	12/01/18	02/28/19	Boys Football Coach	1	3,500.00
168	Mitchell, Matthew	Teacher	El Modena HS/Katevas	stipend	534.50	11/02/18	11/02/18	CIF Extra Pay	1	534.50
169	Monachello, Cecilia	Teacher	Yorba MS/Knibb	misc hrly rate	41.71	12/08/18	12/08/18	Saturday School	6	250.26
170	Montoya, Carol	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
171	Morgan, Melissa	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
172	Moridzadeh, Roozbeh	Teacher	Canyon HS/Abercrombie	payment	1,250.00	08/01/18	11/30/18	Boys Basketball Coach	1	1,250.00
173	Moss, Durrell	Teacher	Orange HS/McCuisition	stipend	174.40	11/01/18	11/30/18	CIF Extra Pay	1	174.40
174	Moss, Durrell	Teacher	Orange HS/McCuisition	stipend	348.80	11/01/18	11/30/18	CIF Extra Pay	1	348.80
175	Mueller, Steve	Teacher	Imperial/Miller	stipend	700.00	08/22/18	06/13/19	Robotics Coach	1	700.00
176	Mueller, Steve	Teacher	Imperial/Miller	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	31.5	1,313.87
177	Muramoto, Shannon	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
178	Najera, Michael	Teacher	Canyon HS/Abercrombie	payment	3,000.00	08/01/18	11/30/18	Boys Baseball Coach	1	3,000.00
179	Nelson, Rebeca	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
180	Netherton, Pamela	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
181	Newman, Stephanie	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
182	Newman, Stephanie	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
183	Nguyen, Vicky	Teacher	Lampson/Angel	misc hrly rate	41.71	10/25/18	06/14/19	Extra Earnings for translations/interpretations	40	1,668.40
184	Nygaard, Kathleen	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
185	Ostergaard, Erika	Teacher	Imperial/Miller	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	30	1,251.30
186	Papacosta, Shannon	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
187	Parrish, Karen	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	01/26/19	01/01/19	Professional Development	7	291.97
188	Patel, Aekta	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
189	Peal, Janet	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
190	Pedroza, Robert	Teacher	Orange HS/McCuisition	stipend	534.50	11/01/18	11/30/18	CIF Extra Pay	1	534.50
191	Perez, Jessica	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
192	Pohl, Andrew	Teacher	Canyon HS/Abercrombie	misc hrly rate	41.71	08/20/18	06/15/19	After School Math Tutoring	30	1,251.30
193	Praska, Scott	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
194	Racine, Kathryn	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
195	Ramsey, Kristen	Teacher	Tech Services/Lin	daily sub rate	140.92	11/01/18	06/30/18	Student Achievement Data	3	422.76
196	Ray, Robin	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
197	Reid, Andrea	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
198	Reid, Andrea	Teacher	Jordan/Rubio	misc hrly rate	41.71	02/25/19	05/01/19	Family Literacy Night	4	166.84
199	Rivas, Rachael	Teacher	Orange HS/McCuisition	misc hrly rate	41.71	11/03/18	11/03/18	Saturday School	4	166.84
200	Rizzo, Karen	Teacher	Fairhaven/Sandors	misc hrly rate	41.71	12/01/18	05/04/19	Saturday School	36	1,501.56
201	Roney-Rodriguez, Jodi	Teacher	Cambridge/Lew	misc hrly rate	41.71	10/01/18	06/14/19	Website Communication	20	834.20

This is to certify that this item was approved by the Board of Education.
Marie Hansen
 Gunn Marie Hansen, Ph.D.

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
202	Ruiz, Oscar	Teacher	Orange HS/McCuisition	misc hrly rate	41.71	11/03/18	11/03/18	Saturday School	4	166.84
203	Ruiz, Patricia	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
204	Ruiz, Patricia	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	31.5	1,313.87
205	Salio, Christopher	Teacher	Villa Park HS/Miller	stipend	644.40	11/01/18	11/30/18	CIF Extra Pay	1	644.40
206	Sanchez, Nicole	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
207	Schaack, Courtney	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
208	Schickling, Steven	Teacher	El Modena HS/Katevas	stipend	1,000.00	12/01/18	02/28/19	Girls Softball Coach	1	1,000.00
209	Schlossnagle, Gary	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
210	Schlossnagle, Gary	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
211	Schoen, Jenna	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
212	Schram, Heather	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
213	Scott, Griffin	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
214	Scott, Nichole	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
215	Scott-Griffith, Christie	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
216	Seevers, Alicia	Teacher	Orange HS/McCuisition	stipend	195.00	11/01/18	11/30/18	CIF Extra Pay	1	195.00
217	Sentell, Stephanie	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
218	Shaw, Cynthia	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
219	Sherman, Joshua	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	35	1,459.85
220	Sherman, Joshua	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
221	Shimek-Rector, Sara	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
222	Shimek-Rector, Sara	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
223	Shipman, Lisa	Teacher	LaVeta/Roach	misc hrly rate	41.71	12/01/18	06/12/19	Saturday School	36	1,501.56
224	Shoemaker, Lori	Teacher	Sycamore/Ybarra	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
225	Shuttler, Francie	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
226	Sinisi, Dwight	Teacher	Richland HS/Simonovski	misc hrly rate	41.71	09/01/18	03/26/19	After School Parent Meetings	2	83.42
227	Slattery, Tanita	Teacher	Palmyra/Godsey	misc hrly rate	41.71	12/01/18	06/14/19	Saturday School	36	1,501.56
228	Smith, Allison	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
229	Smith, Julie	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
230	Snyder, Christ	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	11/01/18	06/13/19	Math Tutoring	5	208.55
231	Sorian, Frank	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
232	Soukup, Scott	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
233	Stevens, Leslie	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
234	Svoboda, Joseph	Teacher	Canyon HS/Abercrombie	misc hrly rate	41.71	08/20/18	06/15/19	After School Math Tutoring	50	2,085.50
235	Swenson, Aimee	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
236	Tang, Min	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	291.97
237	Thompson, Debra	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
238	Thompson, Debra	Teacher	Esplanade/Yokoyama	misc hrly rate	41.71	11/13/18	11/13/18	Steam Night	2	83.42
239	Tombrello, Maurine	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
240	Truong, Lauri	Teacher	McPherson/Erven	misc hrly rate	41.71	11/16/18	12/05/18	Community Presentation	3	125.13
241	Unrau, Jarit	Teacher	El Modena HS/Katevas	misc hrly rate	41.71	01/12/19	01/12/19	Saturday School	6	250.26
242	Urquhart, Laura	Teacher	Taft/Smith	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
243	Valeriotte, Melissa	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
244	Vasquez, Justin	Teacher	Orange HS/McCuisition	stipend	348.80	11/01/18	11/30/18	CIF Extra Pay	1	348.80
245	Vasquez, Justin	Teacher	Orange HS/McCuisition	stipend	174.40	11/01/18	11/30/18	CIF Extra Pay	1	174.40
246	Vella, Kellie	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
247	Vella, Kelly	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
248	Verlaan, Zach	Teacher	Canyon HS/Abercrombie	payment	1,000.00	08/01/18	11/30/18	Boys Baseball Coach	1	1,000.00
249	Visconti, Jennifer	Teacher	Orange HS/McCuisition	misc hrly rate	41.71	11/03/18	11/03/18	Saturday School	6	250.26
250	Webber, Nicole	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
251	Webber, Nicole	Teacher	Cambridge/Lew	misc hrly rate	41.71	12/01/18	12/01/18	Saturday School	6	250.26
252	Williams, Tammy	Teacher	Villa Park Elem/Beggs	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56

This is to certify that this item was approved by the Board of Education.
 Gunn Marie Harbert, Ph.D., Superintendent
 Approved by the Board of Education.

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED PERSONNEL

	Name	Position	Administrative Unit	Schedule	Rate	Eff. From	Date To	Comments	# of Units	Salary
253	Winslow, Tamara	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
254	Wood, Michele	Teacher	Palmyra/Godsey	misc hrly rate	41.71	12/01/18	06/14/19	Saturday School	36	1,501.56
255	Woods, Dale	Teacher	Tech Services/Lin	misc hrly rate	41.71	07/01/18	06/30/19	CAASPP Trainings	3	125.13
256	Xu Shen, Le	Teacher	Fletcher/Pelly	misc hrly rate	41.71	10/01/18	06/01/19	Mandarin Immersion Planning	7	291.97
257	Yalda, Amy	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
258	Yasuma, Annalisa	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57
259	Yip, Chanmony	Teacher	Prospect/Hughson	misc hrly rate	41.71	12/01/18	06/13/19	Saturday School	36	1,501.56
260	Zeich, Kathlene	Teacher	Yorba MS/Knibb	misc hrly rate	41.71	12/08/18	12/08/18	Saturday School	6	250.26
261	Zuidema, Melanie	Teacher	Curriculum/Corella	misc hrly rate	41.71	12/03/18	12/03/18	AVID Professional Development	1.5	62.57

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

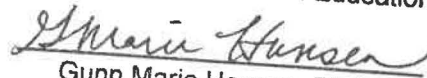


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CERTIFICATED REPORT

	Name	Position	Administrative Unit	Assignment	Units	Eff. From	Date To	Student Teachers
STUDENT TEACHER PLACEMENTS								
1	Gerbasi, Elizabeth	Teacher	Orange HS/McCuiston	Science	5.00	08/17/18	06/13/19	Vosough, Kough - Brandman University
2	Howver, Janice	Teacher	Orange Pre-K/Tippets	TK	5.00	08/17/18	06/13/19	Collard, Mackenzie - Cal State Fullerton
3	Lopez, Audrey	Teacher	Sycamore/Ybarra	Special Ed	5.00	01/05/19	06/13/19	Roberts, Madison - Northern Arizona University
4	Sender, Andrea	Teacher	Cerro Villa MS/Ogan	Math	5.00	08/17/18	06/13/19	Nguyen, Christy - Cal State Fullerton
5	Smith, Allison	Teacher	Villa Park/Beggs	Special Ed	5.00	01/05/19	06/13/19	Roberts, Madison - Northern Arizona University
6	Visconti, Jennifer	Teacher	Orange HS/McCuiston	English	5.00	01/05/19	06/13/19	Paddy, Vanessa - Concordia University

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

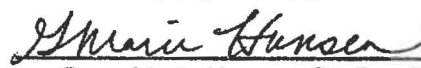


Gunn Marie Hansen, Ph.D.
Superintendent and Secretary
Orange Unified School District

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CLASSIFIED PERSONNEL

Name	Position	Administrative Unit	Schedule /Step/ Column	Rate	Eff. From	Date To	Comments
NEW HIRES							
1 Brown, Sharayah	Executive Secretary I	Administrative Services/Harvey	31/83/01	4711.00		01/02/19	Reorganization
2 Gutierrez, Angie	Sr. Food Service Assistant	Villa Park ES/Reeves	23/53/01	14.44		11/14/18	Replacement for E. Diaz
3 Mariano, Kevin	Plumber	MOT/Harvey	46/50/01	4440.00		11/29/18	Replacement for A. Morales
4 Mendoza, Sinthia	Instructional Assistant, Sp Ed	Lampson ES/Singh	26/53/01	15.54		11/26/18	Replacement for T. Bonaventure
5 Navarro, Britnea	Child Care Aide	Imperial ES/Singh	14/53/01	11.56		11/27/18	Replacement for A. Herrera
6 Rodriguez, Fortunato	Security Patrol Person	MOT/Harvey	34/51/01	18.97		12/08/18	Replacement for Y. Villarreal
7 Shaw, William	Technology Support Specialist	Technology Services/Lin	37/50/01	3555.00		11/26/18	Replacement for J. Kaneshiro
CHANGE OF STATUS							
1 Alvarez, Fermanado	Warehouse/Delivery Driver	Nutrition Services/Reeves				01/01/19	Replacement for A. Garcia/Increase in months
2 Barber, Samantha	Instructional Assistant, Sp Ed	Running Springs ES/Singh				12/10/18	Replacement for M. Hernandez & B. Navarro
3 Bravo, Jose	Supervisor, CK Production Line	Nutrition Services/Reeves				01/01/19	10-12 months to cover summer work
4 Butler, Janet	Executive Secretary II	Educational Services/Thompkins				01/01/19	Replacement for N. Clark
5 Dierking, Catherine	Sr. Staff/School Clerk	Cerro Villa MS/Ogan				01/07/19	Replacement for J. Lee
6 Felix, Michael	Sr. Maintenance Worker	MOT/Harvey				11/19/18	Replacement for B. Barela
7 Keeler, Christopher	Data & State Reporting Manager	Technology Services/Lin				01/02/19	Replace CalPads/Data Reporting Supervisor
8 Pina, Allison	Instructional Assistant, Sp Ed	Handy ES/Singh				12/03/18	Replacement for D. Roller
LEAVE OF ABSENCE							
1 Cuevas, Ivonne	Bus Driver	Transportation/McDonald				11/30/18	39 Month Re-employment
2 Howard, Daniel	Lead Custodian III	El Rancho MS/Walker				11/30/18	39 Month Re-employment
3 Lopez, Gloria	Cook/Baker	Portola MS/Reeves				11/30/18	39 Month Re-employment
4 Moreno, Blanca	CDC Aide	Jordan ES/Wilson Bird				11/30/18	39 Month Re-employment
5 Serna, Carolina	Food Service Assistant	Nutrition Services/Reeves				11/30/18	39 Month Re-employment
6 Verduzco, Leticia	Sr. Food Service Assistant	Cambridge ES/Reeves				11/30/18	39 Month Re-employment
SEPARATIONS							
1 Alvarez, Mariah	Child Care Aide	Child Development Center/Wilson Bird				01/17/19	Resignation
2 Bahra, Christina	Instructional Assistant, Sp Ed	Cerro Villa MS/Singh				12/14/18	Resignation
3 Cortes, Miguel	Sr. Maint. Specialist/Painter	MOT/Harvey				07/16/19	Retirement
4 Hurley, Bryce	Inst Asst, Sp Ed - Sev Disabled	Health Services/Singh				11/21/18	Resignation
5 Larios, Alyssa	Instructional Assistant, Sp Ed	Linda Vista ES/Singh				11/28/18	Resignation
6 Lebs, Ronald	Assistant Superintendent	Facilities & Planning				12/31/18	Resignation
7 Lun, Saman	Bus Driver	Transportation/McDonald				03/28/19	Retirement
8 Munoz, Francisco	Maintenance Spec - Repair & Construction	MOT/Harvey				12/28/18	Retirement
9 Solis, Nelda	Cook/Baker	Orange HS/Reeves				11/16/18	Resignation

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


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

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resources

CLASSIFIED AND CERTIFICATED PERSONNEL REPORT
CLASSIFIED PERSONNEL

	Name	Position	Administrative Unit	Schedule /Step/ Column	Rate	Eff. From	Date To	Comments	# of Units	Salary
	EXTRA PAY									
1	Anderson, Stephen	Walk On Coach	Canyon HS/Abercrombie	payment	2,540.00	08/01/18	11/30/18	Girls Water Polo Coach	1	2,540.00
2	Arreola, Krystal	Walk On Coach	Canyon HS/Abercrombie	payment	3,175.00	11/01/18	03/15/19	Girls Frosh/Soph Basketball Coach	1	3,175.00
3	Barraza, Sandra	Critical Help	Canyon HS/Abercrombie	payment	350.00	01/01/19	04/30/19	Ticket Taker/Seller - Basketball	1	350.00
4	Branch, Christine	Critical Help	Villa Park HS/Miller	payment	700.00	08/01/18	12/31/18	Ticket Booth	1	700.00
5	Brown, Randy	A/V Electronic Tech	MOT/Harvey	stipend	1,500.00	12/28/18	12/28/18	Early Retirement Declaration Incentive	1	1,500.00
6	Brown, Ryan	Walk On Coach	Villa Park HS/Miller	payment	3,438.00	09/01/18	02/28/19	Boys Varsity Soccer Coach	1	3,438.00
7	Burns, Itzi	Critical Help	Canyon HS/Abercrombie	payment	650.00	01/01/19	04/30/19	Crowd Control - Basketball	1	650.00
8	Cintron, Lori	Leadership Substitute	Human Resources/Kissee	payment	446.48	11/05/18	01/31/19	Transition Support	20	8,929.60
9	Coyne, Stephen	Walk On Coach	Canyon HS/Abercrombie	payment	600.00	01/01/19	04/30/19	Announcer - Varsity Basketball	1	600.00
10	Czaban, Christopher	Walk On Coach	Canyon HS/Abercrombie	payment	1,000.00	08/01/18	11/30/18	Boys Basketball Asst Coach - Off Season	1	1,000.00
11	Emry, Tracy	Critical Help	Canyon HS/Abercrombie	payment	800.00	01/01/19	04/30/19	Coordinator - Basketball	1	800.00
12	Emry, Tracy	Critical Help	Canyon HS/Abercrombie	payment	350.00	01/01/19	04/30/19	Ticket Taker/Seller - Basketball	1	350.00
13	Ephrom, Harper	Critical Help	Canyon HS/Abercrombie	payment	500.00	01/01/19	04/30/19	Shot Clock - Basketball	1	500.00
14	Esperanza, Christian	Walk On Coach	EI Modena HS/Katevas	payment	348.80	11/02/18	11/02/18	CIF - Varsity Football Coordinator	1	348.80
15	Esperanza, Christian	Walk On Coach	EI Modena HS/Katevas	payment	2,500.00	12/01/18	02/28/19	Boys Football Coach - Winter Off Season	1	2,500.00
16	Farmer, Damian	Walk On Coach	Canyon HS/Abercrombie	payment	1,000.00	08/01/18	11/30/18	Boys Basketball Asst Coach - Off Season	1	1,000.00
17	Flores, Francisco	Critical Help	Canyon HS/Abercrombie	payment	350.00	01/01/19	04/30/19	Ticket Taker/Seller - Basketball	1	350.00
18	Foley, Brett	Walk On Coach	EI Modena HS/Katevas	payment	2,500.00	12/01/18	02/28/19	Boys Football Coach - Winter Off Season	1	2,500.00
19	Galloway, Kathleen	School Office Manager	Cerro Villa MS/Ogan	stipend	1,500.00	12/28/18	12/28/18	Early Retirement Declaration Incentive	1	1,500.00
20	Garcia, Alex	Warehouse/Delivery	Nutrition Services/Reeves	stipend	1,500.00	12/13/18	12/13/18	Early Retirement Declaration Incentive	1	1,500.00
21	Glasglow, Lori	School Office Manager	Palmyra/Godsey	stipend	1,500.00	12/14/18	12/14/18	Early Retirement Declaration Incentive	1	1,500.00
22	Green, Gregory	Walk On Coach	Canyon HS/Abercrombie	payment	1,000.00	08/01/18	11/30/18	Boys Basketball Asst Coach - Off Season	1	1,000.00
23	Gutierrez, Joseph	Walk On Coach	Villa Park HS/Miller	payment	1,046.40	10/01/18	11/30/18	CIF - Football Coordinator	1	1,046.40
24	Hicks, Amanda	Walk On Coach	EI Modena HS/Katevas	payment	260.70	11/02/18	11/02/18	CIF - Boys Water Polo Asst Coach	1	260.70
25	Imfeld, Patrick	Walk On Coach	EI Modena HS/Katevas	payment	330.60	11/09/18	11/09/18	CIF - Boys Varsity Cross Country Coach	1	330.60
26	Kellett, Olivia	Walk On Coach	Serrano ES/Rizzo	stipend	7,000.00	11/15/18	06/13/19	Music Coach	1	7,000.00
27	Kulisich, John	Walk On Coach	Villa Park HS/Miller	payment	2,800.00	11/01/18	02/28/19	Girls Varsity Assistant Water Polo Coach	1	2,800.00
28	Lawson, Matthew	Walk On Coach	Canyon HS/Abercrombie	payment	1,000.00	08/01/18	11/30/18	Boys JV Baseball Coach - Off Season	1	1,000.00
29	Lee, Jamie	Sr Staff/School Clerk	Cerro Villa MS/Ogan	stipend	1,500.00	12/28/18	12/28/18	Early Retirement Declaration Incentive	1	1,500.00
30	Lopez, Robin	Critical Help	Canyon HS/Abercrombie	payment	350.00	01/01/19	04/30/19	Ticket Taker/Seller - Basketball	1	350.00
31	Lopez, Robin	Critical Help	Canyon HS/Abercrombie	payment	650.00	01/01/19	04/30/19	Crowd Control - Basketball	1	650.00
32	Loyola, Kevin	Walk On Coach	Villa Park HS/Miller	payment	1,046.40	10/01/18	11/30/18	CIF - Football Coordinator	1	1,046.40
33	Luchansky, Jesse	Walk On Coach	Canyon HS/Abercrombie	payment	1,700.00	08/01/18	11/30/18	Girls JV Water Polo Coach	1	1,700.00
34	Mendoza, Joseph	Walk On Coach	EI Modena HS/Katevas	payment	340.50	11/02/18	11/09/18	CIF - Football Varsity Assistant Coach	1	340.50
35	Munoz, Francisco	Maintenance Spec	MOT/Harvey	stipend	1,500.00	12/28/18	12/28/18	Early Retirement Declaration Incentive	1	1,500.00
36	Myers Jr., Michael	Walk On Coach	EI Modena HS/Katevas	payment	340.50	11/02/18	11/09/18	CIF - Football Varsity Assistant Coach	1	340.50
37	Penney, Marcia	Credentials Analyst	Human Resources/Kissee	stipend	1,500.00	01/18/19	01/18/19	Early Retirement Declaration Incentive	1	1,500.00
38	Rich, Maria	Critical Help	Canyon HS/Abercrombie	payment	350.00	01/01/19	04/30/19	Ticket Taker/Seller - Basketball	1	350.00
39	Shumer, Loren	Critical Help	Canyon HS/Abercrombie	payment	600.00	01/01/19	04/30/19	Scoreboard - Basketball	1	600.00
40	Silvius, Joshua	Walk On Coach	Canyon HS/Abercrombie	payment	2,100.00	09/15/18	06/13/19	Theatre Technician	1	2,100.00
41	Thompson, Janrose	Walk On Coach	Canyon HS/Abercrombie	payment	350.00	01/01/19	04/30/19	Ticket Taker/Seller - Basketball	1	350.00
42	Tomlinson, Reed	Walk On Coach	EI Modena HS/Katevas	payment	118.20	11/02/18	11/09/18	CIF - Boys Athletic Trainer	1	118.20
43	Topor, Katherine V.	Exec Asst Brd/Supt	Superintendent/Hansen	stipend	1,500.00	12/28/18	12/28/18	Early Retirement Declaration Incentive	1	1,500.00
44	Ward, Arlyn	Walk On Coach	EI Modena HS/Katevas	payment	348.80	11/02/18	11/09/18	CIF - Football Varsity Coach	1	348.80

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



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

Staff Responsibility:
Ed Kissee, Assistant Superintendent-Human Resources

TOPIC: **TEACHER ASSIGNMENT/CONSENT REPORT**

DESCRIPTION: Individual school districts are responsible to provide their respective county superintendent of schools with evidence of legal and appropriate assignments for all certificated employees. Legal and appropriate assignments for certificated employees are those based upon the authorization(s) contained on the specific certificate(s) held by the certificated employee, as well as additional assignments which are authorized "assignment options" by the Education Code.

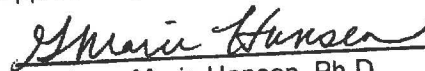
Most of the assignment options provided by the Education Code allow a teacher to serve in an additional assignment, provided that the teacher has received a specified level of training relative to the subject area to be taught, that the teacher consents to the assignment, and that the local governing board takes action on the assignment. These assignment options are typically employed in middle schools and high schools where the teacher is assigned to instruct groups of students in a specific subject matter area or areas.

The teacher/assignment listed on the attached Teacher Assignment/Consent Report reflect legal and appropriate assignments based upon authorized assignment options in the Education Code where the teacher has met all requirements and has consented to the assignment.

FISCAL IMPACT: This item has no fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education approve the Teacher Assignment/Consent Report as presented.

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



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

NAME	SCHOOL	ASSIGNMENT	ED CODE
Moore, Michelle	Portola MS	Teacher/Assignment Consent-English/Social Science	44256 (b)

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



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

TOPIC: **CONTRACT SERVICES REPORT – EDUCATIONAL SERVICES**

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

ART MASTERS

The Art Masters Legacy Program is a supplementary art education program that offers sequential study in visual arts designed to complement history, social studies and language arts frameworks. With the studies of Art Masters, OUSD students will become problem solvers and critical thinkers as they develop new expressive skills and competence.

Title I.....not-to-exceed.....\$1,253
01.00-3010-0-5850-1131-1000-648-604-000 (Lin)

CARESOLACE

In an effort to support student needs, OUSD will pilot a program with CareSolace, owner and operator of a website which provides information related to treatment options for various forms of mental health. This safe and simple tool for access to drug and mental illness help is a navigation and coordination system that makes it simple and easy for anyone to get the right help in seconds. CareSolace will provide a collection of tools and services to OUSD to manage and operate a version of the main site that is branded with OUSD.

CareSolace will provide access to authorized district users, consisting of staff and students as well as parents/guardians. The cost of this program will be shared equally with the Orange County Department of Education with funding.

Educational Services... .not-to-exceed.. . . . \$6625
01.00-0000-0-5850-0000-2110-210-210-000 (Thompkins)

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



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

OVERDRIVE

Overdrive Media is a digital lending library for eBooks including textbooks, books, and audiobooks. Through Overdrive students and teachers can access district-wide shared and custom digital book collections of fiction, non-fiction, and leveled-reader supporting 21st Century Learning. The Overdrive platform is compatible with all major digital devices, including desktop computers, IOS and Android mobile devices, Chromebooks and Kindle readers, Overdrive provides online and offline reading access on these devices. With approval of this renewal, Overdrive will provide all teachers and students access to customized eBook content through their hosted platform. The approval will provide access for from February 4, 2019 to February 3, 2020.

Information Services not to exceed\$40,000
01.00-0015-0-5843-1360-1000-430-604-000 (Lin)

TARGET RIVER

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



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

The District has a need to hire a qualified firm for marketing services for OUSD schools and their signature practices. Target River constructs, executes and optimizes campaigns to meet client objectives. Target River will create a communications plan as well as execute a target marketing campaign to each family in the community in an effort to increase community engagement and student enrollment. Target River will focus on promoting the District's activities, events, sports, programs, facility improvements, and planning in order to engage and excite the community on what is happening at Orange Unified School District.

General Fun.....not-to-exceed.....\$87,765
01.00-0000-0-5850-0000-7180-101-101-000 (Hansen)

NANCY LJUNGGREN

Consultant will assist the Special Education Department with special projects as needed during the school year.

Special Education.....not-to-exceed.....\$9,500
01.00-4035-0-5850-5770-1190-207-604-000 (Singh)

***NEW VISTA SCHOOL**

Provide special education and/or related services to students with exceptional needs.

Special Education not-to-exceed \$10,000
01.00-0000-0-5870-5750-1180-207-207-000 (Singh)

***PORT VIEW PREPARATORY**

Provide special education and/or related services to students with exceptional needs.

Special Education not-to-exceed \$105,000
01.00-0000-0-5870-5750-1180-207-207-000 (Singh)

***SPEECH LANGUAGE DEVELOPMENT CENTER**

Provide special education and/or related services to students with exceptional needs.

Special Education not-to-exceed \$150,000
01.00-0000-0-5870-5750-1180-207-207-000 (Singh)

SPECIAL EDUCATION STUDENT #396504

District will reimburse parent of a special education student for travel expenses from out-of-state residential treatment center.

Special Education.....not-to-exceed.....\$200
01.00-6500-0-5835-5001-2110-207-207-000 (Singh)

**Non-public school placement required by IEP*

FISCAL IMPACT: \$410,343

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

TOPIC: **STUDY TRIPS**

DESCRIPTION: Orange High School – JROTC – National City, CA - February 1-3, 2019

Orange High School JROTC, under the supervision of teachers Major Ian Santos and Edward Aguilar, will travel to National City for the Sweetwater High School Drill Meet. The cadets will develop leadership and confidence by preparing and competing in this event and will gain management skills required to plan and conduct an out-of-state trip. The fifteen female students and ten male students will be accompanied by one female and three male adult chaperones. Transportation will be provided by OUSD approved commercial bus contracted and paid for by the Marine Corps. The students will be staying at the Holiday Inn Express in Rancho Bernardo. There is no cost for this event. The students will miss one day of school and a substitute is required.

Villa Park High School – Girls Varsity Softball Team – Bullhead City, AZ – March 7-9, 2019

Villa Park High Girls' Varsity Softball Team, under the supervision of Terry Williams, will compete in the Tournament of Champions, the number one rated high school tournament in the country. The student/athletes will have the opportunity compete with high schools from out of the area and to compete before multiple collegiate coaches. The trip will provide an excellent opportunity for the students to engage in team and personal growth building activities. The sixteen female students will be accompanied by two male and two female adult chaperones. Parents will provide transportation for their own student. Any parent driving a student other than their own will have an approved OUSD Driver Certification on file with Risk Management prior to this event. Chaperones and students will stay at the Aquarius Resort in Laughlin. The cost per student is \$75 donation and no student is prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. The students will miss two days of school and a substitute is required.

El Modena High School – Varsity Softball – Bullhead City, AZ – March 7– 9, 2019

El Modena High School's softball athletes, under the supervision of coach Robert Calderon, will participate in

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



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

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



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

the Tournament of Champions. The qualifying student athletes will compete in the Tournament of Champions representing El Modena High School and will see the benefits of hard work and commitment. The seventeen female athletes will be accompanied by six male and nine female adult chaperones. Transportation will be provided by the students own parents who will be going to the event. Any parent driving a student other than their own will have an approved driver certification form on file with Risk Management prior to the event. The students and chaperones will stay at the Tropicana Express in Bullhead City. The cost of this event will be funded by El Modena's Softball Boosters. No student is prevented from making the field trip due to lack of insufficient funds per Education Code 35330(b), 35331. The students will miss two days of school and a substitute will be required.

Orange HS – JROTC – Yuma, AZ - March 15 - 17, 2019

Orange HS JROTC, under the supervision of teachers Majors Ian Santos and Edward Aguilar, will travel to Yuma, Arizona for the Kofa High School Marine Corps Junior Reserve Officers' Training Corps Drill Meet. The cadets will develop leadership and confidence by preparing and competing in the National Championships Regional Qualifier. The fifteen female students and ten male students will be accompanied by two female and three male adult chaperones. Transportation will be provided by OUSD approved commercial bus contracted and paid for by the Marine Corps. The students will be staying at the Holiday Inn Express & Suites Yuma. There is no cost for this event. The students will miss one day of school and a substitute is required.

West Orange Elementary - 5th Grade Class – Arrowhead Ranch – Outdoor Science School – March 25– 29, 2019

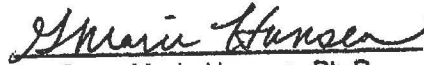
The fifth grade students from West Orange Elementary School, under the supervision of teachers Corinne Owens, David Maxwell, as well as trained Arrowhead Ranch camp staff, will participate in the Arrowhead Ranch Outdoor Science School program. This five-day program provides students an opportunity to explore established trails, investigate geological features, observe wildlife, compare plant adaptations and study the night sky through telescopes. The curriculum at the camp is aligned with the California Science Content Standards and the California Science Framework. Transportation to and from program will be provided by OUSD Transportation. The cost per student is \$264 and is funded by donations. No student is

prevented from making the field trip due to lack of sufficient funds per Education Code 35330(b), 35331. There is no impact to the general fund.

FISCAL IMPACT: No fiscal impact

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

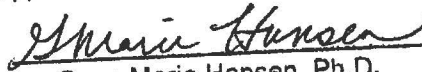
This is to certify that this item was approved by the Board of Education.



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

- TOPIC: **OUT-OF-STATE CONFERENCE REQUEST**
- DESCRIPTION: Western Regional Noyce Conference – Tucson, AZ – February 15 – 17, 2019
Shannon Muramoto, teacher at El Modena High School, has been invited and will travel to Tucson, to attend the Western Region Noyce Conference at The University of Arizona from February 15 – 17, 2019. This professional development is part of Shannon Muramoto's program "Integrating Science and Mathematics using STEM". No substitute will be required.
- FISCAL IMPACT: There is no cost for this event and no fiscal impact to the District.
- RECOMMENDATION: It is recommended that the Board of Education approve the out-of-state conference request as presented.

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



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

TOPIC: WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES (WASC) ACCREDITATION MID-TERM STUDY VISITATION – CANYON HIGH SCHOOL AND EL MODENA HIGH SCHOOL

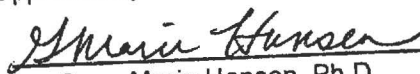
DESCRIPTION: Canyon High School will participate in a mid-term accreditation by the Western Association of Schools and Colleges (WASC) during the 2018-19 school year. The study will review student performance, data and school operations. The self-study report was formally submitted electronically to WASC in December 2018. The WASC self-study process will incur expenses related to the accreditation, which have been budgeted for the 2018-19 school year.

El Modena High School will participate in a mid-term accreditation by the Western Association of Schools and Colleges (WASC) on March 4 – 5, 2019. The three member committee will provide an outside perspective on the quality of the curricular and instructional program provided for students. The committee will assess school progress and revisions on goals that were set during the last WASC accreditation. The committee will report its findings to the high school to support El Modena's commitment to high quality instructional programs. WASC visitation has been budgeted for the 2018 – 2019 school year.

FISCAL IMPACT: Canyon High Schoolnot-to-exceed.....\$4,200
01-00-0010-0-5850-1143-2700-390-202-000
El Modena High School.....not-to-exceed.....\$4,200
01-00-0010-0-5850-1143-2700-391-202-000

RECOMMENDATION: It is recommended that the Board of Education approve the WASC visitation and expenditures for Canyon High School and El Modena High School.

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



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

TOPIC: **RESOLUTION NO. 26-18-19: SIGNATURE AUTHORIZATION**

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

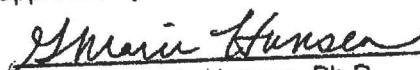
As the agency which ultimately releases District payrolls and warrants, the Orange County Department of Education (OCDE) must maintain on file the approved signature authorizations for all school districts. The signatures are applicable to various documents which are approved by the Board of Education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

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

FISCAL IMPACT: This item has no fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 26-18-19 granting signature authorization for specific District administrative/leadership employees as indicated on the attached document.

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



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

**ORANGE UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 26-18-19**

AUTHORIZATION OF SIGNATURES

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

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

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

Resolution No. 26-18-19 Signature Authorization	Federal/ State/ County Documents	Contracts & Agreements	Inter-District Agreements	Purchase & Bid Documents	Personnel Documents/Co ntracts	Payroll Documents	Check/Savings (2 signatures required)	"B" Warrants	Warrant Registers
Gunn Marie Hansen, Ph.D., Superintendent	X	X	X	X	X	X	X	X	X
Gunn Marie Hansen, Ph.D., Superintendent (Facsimile)	X						X	X	
David A. Rivera, Assistant Superintendent, Business Svcs.	X	X	X	X	X	X	X	X	X
Reggie Thompkins, Asst. Superintendent, Educational Svcs.	X		X		X	X			
Ed Kissee, Assistant Superintendent, Human Resources	X				X	X			
Ernest Gonzalez, Executive Director, Human Resources	X				X	X			
Suruchi (Sue) Singh, Ed.D, Exec.Director, Special Education		X							
Scott Harvey, Sr. Executive Director, Administrative Svcs.	X	X	X	X		X			
Jenny Delgado, Administrative Director, Business Services	X	X	X	X		X	X	X	X

Barbara Stephens, Director, Fiscal Assistance							X		X
Christina Choi, Financial Analyst							X		X
Marie Nguyen, Accounting Manager							X		X
Sharon Davis, Payroll Manager	X					X			
Edgar Manalo, Director, Purchasing		X		X					
Patricia Reeves, Director, Nutrition Services	X						X	X	X

PASSED, APPROVED AND ADOPTED, by the Board of Education of the Orange Unified School District at a meeting held on the 17th day of January 2019.

Andrea Yamasaki, Board Clerk
Orange Unified School District

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



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

TOPIC: **RESOLUTION 27-18-19 OF THE BOARD OF EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT CALLING FOR FULL AND FAIR FUNDING OF CALIFORNIA'S PUBLIC SCHOOLS**

DESCRIPTION: California has the sixth largest economy in the world and the largest Gross Domestic Product (GDP) of any state in the nation. Despite California's leadership in the global economy, the state falls to the nation's bottom quintile on nearly every measure of public K-12 funding and school staffing.

Under the Local Control Funding Formula (LCFF), state funding for K-12 schools has received modest revenue increases which have been eroded by rapidly increasing costs for health care, pensions, transportation and utilities.

California trails the average of the top 10 states by approximately \$7,000 in per-pupil funding. Therefore, to close opportunity and achievement gaps and create a public school system that offers consistently high levels of education the State must provide appropriate resources to meet student needs.

Therefore, the governing board of Orange Unified School District urges the State Legislature to fund California public schools at the national average or higher by the year 2020, and to levels equal to or above the average of the top 10 states nationally by 2025 and to maintain and sustain future funding levels.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education approve the attached Resolution 27-18-19 to calling for Full and Fair Funding of California's Public Schools.

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



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

ORANGE UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 27-18-19
RESOLUTION CALLING FOR FULL AND FAIR FUNDING
OF CALIFORNIA'S PUBLIC SCHOOLS

WHEREAS, California has the sixth largest economy in the world, and the largest Gross Domestic Product (GDP) of any state in the nation; and

WHEREAS, despite California's leadership in the global economy, the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing; and

WHEREAS, California ranks 45th nationally in the percentage of taxable income spent on education, 41st in per-pupil funding, 45th in pupil-teacher ratios and 48th in pupil-staff ratios; and

WHEREAS, K-12 school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade; and

WHEREAS, under the Local Control Funding Formula (LCFF), state funding for K-12 schools has only this year recently returned to levels predating the Great Recession of 2007; and

WHEREAS, the modest revenue increases since the implementation of LCFF have been eroded by rapidly increasing costs for health care, pensions, transportation and utilities; and


WHEREAS, 58 percent of California's public school students are eligible for free and reduced-price lunch — 13 percent above the national average — and 23 percent of California students are English learners, more than twice the national average; and

WHEREAS, California's investment in public schools is out of alignment with its wealth, its ambitions, its demographics and the demands of a 21st-century education; and

WHEREAS, in 2007, a bipartisan group of California leaders commissioned a report titled *Getting Down to Facts*, which stated it would take an additional \$17 billion annually to meet the State Board of Education achievement targets for K-12 schools; and

WHEREAS, in 2016, a California School Boards Association (CSBA) report, *California's Challenge: Adequately Funding Education in the 21st Century*, updated the *Getting Down to Facts* data and determined that, adjusting for inflation, an additional \$22 billion to \$40 billion annually would be required to provide all public school students with access to a high-quality education; and

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


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

APPROVED, ADOPTED, AND SIGNED BY THE BOARD OF
EDUCATION OF THE ORANGE UNIFIED SCHOOL DISTRICT
THIS 17th DAY OF JANUARY, 2019.

By:

Alexia Deligianni-Brydges
President of the Board of Education

I, Andrea Yamasaki, do hereby certify that the foregoing Resolution
No. 27-18-19 was adopted by the Board of Education of the Orange
Unified School District at a meeting of said Board held on the 17th
day of January, 2019, and that it was so adopted by the following
vote:

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

By:

Andrea Yamasaki
Clerk of the Board of Education

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

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